



Annual Security and Fire Safety Report 2016

Includes:

Campus Security Policies & Procedures

Clery/VAWA Disclosure Information

Crime Statistics

Fire Statistics

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Campus Security Policies and Procedures

Campus Safety

Pacific Rim Christian University's Annual Security Report and Annual Fire Safety Report are prepared yearly, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and the Higher Education Opportunity Act. In addition to this report, campus security statistics are also posted on the Pacific Rim Christian University website:

<http://pacrim.edu/admissions/consumerinfo/>. By October 1st each year, all enrolled students, faculty and staff receive email notification, including directions on how to access the current safety reports. Copies of the report may also be obtained by contacting the Vice President for Student Services in person at our administrative offices at 2223 Ho'one'e Place or requested by email at craigpankow@pacrim.edu.

Mission Statement

The mission of Pacific Rim Christian University Safety Handbook is to educate and inform so that the campus will have a safe and peaceful educational environment; "Pacific Rim Christian University", an institution of higher education, exists to disciple emerging Christian leaders by developing their theology, ministry skills, and character in order to win souls, plant fruitful churches, and lead as exemplary ambassadors for Christ in the ministry and marketplace."

Responsibilities

Pacific Rim Christian University seeks to provide an environment free of unreasonable risks to the campus community. Campus leadership in partnership with the Student Life department accepts the role of providing guidance and structure in the area of campus safety and security. The Vice President for Student Services, along with the Student Life Coordinators and the Student Housing Manager, implement the safety and security procedures of the University. However, the leadership team seeks to partner with all the campus community in maintaining campus safety and security. In doing so, the campus family, as a whole, works to protect the safety and security of the campus community.

All members of the campus community, students and employees alike, are empowered to aid in the task of providing a safe, secure campus by following personal safety and security practices. In addition, students and employees are obligated to report to someone in a higher position of authority any infraction of the University's Code of Conduct; which includes biblical standards, legal standards, and standards of personal conduct. All members of the campus community are also obligated to report any perceived threat to the campus community, including immediate fire or weather related emergency situations and terrorist threats.

All members of the campus community are instructed to report all criminal behavior to both campus leadership and to the local authorities. Non-emergency concerns are to be reported to a member of the

Student Life team for appropriate intervention. Incident reports will be used with additional data to complete the University's Annual Campus Crime and Security Report each year.

I. Emergency Notification and Response

- In the event of a threat, any serious campus safety, campus security, or campus crime concern should be reported immediately to a member of the Student Life team, the Student Housing Manager, and/or the appropriate off-campus authority (9-1-1, fire department, sheriff's office, as needed).
- In the event of a serious incident that poses an immediate threat to members of the PacRim community, the University has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated: social media, network emails, written bulletins, and text messaging. The University will post updates during a critical incident on the "Populi" student portal website.

The University seeks to provide vigilant stewardship of its campus facilities, including the security of the educational and administrative buildings, campus apartments and tangible property and equipment.

The University routinely provides crime prevention information to students at new-student orientation, campus housing orientation, chapel announcements, student portal posts, email, campus-wide memorandums and bulletin board postings. In addition, employees also receive crime prevention information in the Employee Handbook.

The University periodically reviews its physical facilities, programs, policies, procedures, and practices to ensure compliance with insurance requirements, applicable laws and regulations, including the Student Right-to-Know information in the Act, Campus Crime and Security regulations, and Jeanne Clery Disclosure of Campus Security Policy.

II. Criminal Activity

- Do not attempt to apprehend a suspected criminal except in cases of self-protection.
- If safe, as a witness, get a good description of the criminal active taking place.
- If possible, be available until law enforcement authorities arrive on the scene.
- In an emergency, dial 9-1-1 and answer all questions to the best of your ability.
- Report the incident to a Campus Security Authority (listed on page 25)
- The University accepts reports of criminal activity in confidence; crimes of sexual violence may be reported by a third party and/or anonymously. The Pacific Rim Christian University website has an anonymous reporting option where an individual can report a crime, incident, or sexual assault directly via this link: <http://pacrim.edu/concern/>

Clery Disclosure Information

Federal Reporting Requirements

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f); TCA 49-7-2206) is the landmark federal law, originally known as the Campus Security Act, that requires colleges and universities across the United States to disclose information annually by October 1st about crime on and around their campuses.

The law is tied to an institution's participation in federal student financial aid programs, and it applies to most institutions of higher education, both public and private. The Act is enforced by the United States Department of Education.

The Campus Security Act was amended in 1992 to add a requirement that schools afford the victims of campus sexual assault certain basic rights and was amended again in 1998 to expand the reporting requirements. The 1998 amendments also formally named the law in memory of Jeanne Clery. Subsequent amendments in 2000 and 2008 added provisions dealing with registered sex offender notification and campus emergency response.

The 2008 amendments also added a provision to protect crime victims, "whistleblower" and others from retaliation. The 2013 amendments expanded the Clery-reportable crimes to include stalking, dating violence, and domestic violence.

The 2008 Reauthorization of the Higher Education Act requires institutions with on-campus student housing facilities to collect fire statistics, publish an Annual Fire Safety Report, and keep a "fire log." Even though this law is separate from the Clery Act, the dissemination regulations of the Annual Fire Safety Report are very similar to those of the Clery Act. Pacific Rim Christian University publishes both annual reports together as one combined report.

In accordance with federal regulations, fire statistics are reported annually to the U.S. Department of Education's Office of Postsecondary Education by way of the web-based Campus Safety and Security Survey.

Current Crime Statistics

Criminal Offenses	On Campus			Student Housing			Public Property		
	2013	2013	2015	2013	2014	2015	2013	2014	2015
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex offenses – forcible Rape Fondling	0	0	0	0	0	0	0	0	0
Sex offenses - non forcible	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle theft	0	0	0	0	0	0	0	1	0
Arson	0	0	0	0	0	0	0	0	0

Hate Crimes	On Campus			Student Housing			Public Property		
	2013	2014	2015	2013	2014	2015	2013	2014	2015
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault Larceny Theft Intimidation Destruction/damage/ Vandalism of property	0	0	0	0	0	0	0	0	0

VAWA Offenses	On Campus			Student Housing			Public Property		
	2013	2014	2015	2012	2013	2014	2013	2014	2015
Domestic Violence	-	0	0	-	0	0	-	1	0
Dating Violence	-	0	0	-	0	0	-	1	0
Stalking	-	0	0	-	0	0	-	0	0

Arrests

2013	On Campus		Student Housing		Public Property	
	Arrests	Disciplinary Reference	Arrests	Disciplinary Reference	Arrests	Disciplinary Reference
Illegal weapons possession	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0

2014	On Campus		Student Housing		Public Property	
	Arrests	Disciplinary Reference	Arrests	Disciplinary Reference	Arrests	Disciplinary Reference
Illegal weapons possession	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0

2015	On Campus		Student Housing		Public Property	
	Arrests	Disciplinary Reference	Arrests	Disciplinary Reference	Arrests	Disciplinary Reference
Illegal weapons possession	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0

Current Fire Statistics

FIRE SAFETY	Summary of Fire Statistics									
	2013			2014			2015			
	Name of Facility	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Death
Voyager House Makai	0	0	0	0	0	0	0	0	0	0
Voyager House Mauka	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0

Honolulu Campus Property and Buildings

The campus is located at 2223 Ho'one'e Place and 290 Sand Island Access Road, Honolulu, Hawaii in the ministry complex for New Hope Christian Fellowship - Oahu. The library, classrooms, Chapel and administrative offices are located across these addresses.

The University also leases student housing located at 340 North School Street and 1610 Frog Lane in Honolulu, Hawaii for dormitory residents. Students share apartment-style housing units, which provide the experience of independent living, opportunities for Christian fellowship, security, and a family atmosphere. Apartments feature full kitchens, cable television service, and wireless internet access. Other campus amenities include on-campus parking and laundry facilities.

Access to student housing is limited to residents and administrative staff. Residents are provided a physical key or the access code(s) for the facility and their assigned apartment. Administrative staff must make arrangements with the Student Housing Manager for access to any of the apartments. Students and visitors are not allowed in the apartments of the opposite sex.

The University seeks to provide vigilant stewardship of its campus facilities, including the security of educational and administrative offices, classrooms, campus apartments and tangible property and equipment.

Maintenance of the Apartments

The University, in conjunction with New Hope Christian Fellowship - Oahu (the property owners) have the responsibility to maintain the premises in good repair at all times. Maintenance requests should be submitted to the Student Housing Manager in person or by email at ryantenney@pacrim.edu. Service calls for repair work will normally occur during business hours.

The Student Housing Manager and the University are not responsible for shower curtains, bedding, or cleaning supplies. They do, however, request to be able to change the light bulbs in the University-owned light fixtures. Maintenance problems that could endanger residents or property should be reported immediately to the Student Housing Manager or to the Resident Assistant. Dial 9-1-1 in the case of an emergency.

Maintenance and custodial services of all campus facilities are performed by properly authorized personnel; including full-time staff members, part-time staff members, and part-time student workers; or by properly supervised, sub-contracted professional service providers.

Maintenance and custodial personnel are required to adhere to the safety and security policies and practices established by the University. Please contact the Student Housing Manager for more information on security policies, procedures, and practices used in maintenance and custodial services.

Title IX and Clery Policy

Policy

It is the policy of Pacific Rim Christian University that sexual misconduct is unacceptable and will not be tolerated; therefore, sexual misconduct committed by or upon a Pacific Rim Christian University student or employee is strictly prohibited. Reported violations of this policy will be investigated thoroughly and resolved promptly.

Rationale

Relationships between men and women at the University are guided by Biblical principles of respect for one another's feelings, rights, and responsibilities. The University is committed to its moral, educational, and legal obligations to provide policies, procedures, and programs that protect students and employees from sexual misconduct (both on and off campus) and to establish an environment in which unacceptable behavior will not be tolerated. This policy complies with the following federal laws:

- Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. Sec. 1681, *et seq.*, which prohibits discrimination on the basis of sex in any federally funded education program or activity;
- Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act (Clery Act), 20 U.S.C. Sec. 1092(f), originally enacted as the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101-542);
- Violence Against Women Reauthorization Act of 2013 (VAWA), an amendment to the federal Clery Act and companion to Title IX.

Scope

This policy applies to all Pacific Rim Christian University students (both campus residents and commuters) and employees. It also applies to third parties involved in an act of sexual misconduct by or upon a Pacific Rim Christian University student or employee. It applies whether the act of sexual misconduct was committed on or off campus—regardless of whether or not the sexual misconduct is the subject of a criminal investigation.

Non-Discrimination Policy

Pacific Rim Christian University's vision is to, "prepare academically and spiritually integrated servant leaders to become independent thinkers who are passionate innovators for Christ and His world." Accordingly, Pacific Rim Christian University seeks to hire and educate individuals who share its vision and core values to carry out that mission. The University does not unlawfully discriminate in admissions, educational programs, or employment practices.

Pacific Rim Christian University does not discriminate on the basis of race, sex, color, national origin, age, handicap, veteran status, genetic information, or political affiliation in provision of educational opportunities, programs and activities, or employment opportunities and benefits, pursuant to the requirements of Title VI of the Civil Rights Act of 1964 and subsequent amendments to that act, Title IX of the Educational Amendments of 1972 and subsequent re-authorization of that act, Section 504 of

the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 and subsequent amendments to that act.

Direct questions concerning the non-discrimination policy to Craig Pankow, Vice President for Student Services, (808) 518-4791, craigpankow@pacrim.edu, or by mail, at Pacific Rim Christian University, 2223 Ho'one'e Place. Honolulu, HI 96819

Other inquiries related to Title IX may be referred directly to the U.S. Department of Education's Office for Civil Rights at 1-800-421-3481 or ocr@ed.gov.

Sexual Misconduct Definitions

Examples of sexual misconduct prohibited by the University include, but are not limited to, sex discrimination, sexual harassment, sexual assault, sexual violence, stalking, dating violence, domestic violence, gender-based harassment, indecent exposure, and any other illegal sexual conduct.

Sex Discrimination

Sex discrimination involves treating someone (an applicant, student or employee) unfavorably because of that person's sex/gender.

[Source: U.S. Equal Employment Opportunity Commission (EEOC) web site, specifically located on <http://www.eeoc.gov/laws/types/sex.cfm>.]

Sexual Harassment

Sexual harassment is unwelcome conduct of a sexual nature; including unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Sexual harassment is a form of sex discrimination which is illegal under Title VII of the Civil Rights Act of 1964 for employees and under Title IX of the Education Amendments of 1972 for students. It has been defined by the Equal Employment Opportunity Commission (EEOC) as follows:

Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature constitutes sexual harassment when (1) submission to such conduct is made either explicitly or implicitly a term or a condition of an individual's employment [or education], (2) submission to or rejection of such conduct by an individual is used as the basis for employment [or educational] decisions affecting such individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work [or academic] performance or creating an intimidating, hostile, or offensive working [or educational] environment.

Source: Equal Employment Opportunity Commission (EEOC) regulations, 29 C.F.R., Section 1604.11(a).

Sexual Assault

Sexual assault means coerced or non-consensual sexual intercourse, sexual activity, or sexual conduct against the victim's will. Sexual assault includes rape, sexual battery, sexual coercion, and sexual exploitation.

Sexual Violence

Sexual violence is a form of sexual harassment. Sexual violence means any incident of rape;

sexual battery; lewd or lascivious act committed upon or in the presence of a person younger than 16 years of age; luring or enticing a child under the age of 12 into a structure, dwelling, or conveyance for other than a lawful purpose; sexual performance by a child; or any other forcible felony wherein a sexual act is committed or attempted, regardless of whether criminal charges based on the incident were filed, reduced, or dismissed by prosecuting authorities.

Stalking

Stalking is willfully, maliciously, and repeatedly following, harassing, or cyber stalking another person. Aggravated stalking includes a credible threat to the person or failure to follow an injunction for protection or other court-imposed prohibition against repeat violence toward the person.

Dating Violence

Dating violence means violence between individuals who have or have had a continuing and significant relationship of a romantic or intimate nature.

Domestic Violence

Domestic violence means any assault, aggravated assault, battery, aggravated battery, sexual assault, sexual battery, stalking, aggravated stalking, kidnapping, false imprisonment, or any criminal offense resulting in physical injury or death of one family or household member by another family or household member.

Sexual Exploitation

Sexual exploitation means taking the advantage of sexuality and attractiveness of a person to make a personal gain or profit (*i.e.*, coercing someone into prostitution). It is the abuse of a position of vulnerability, differential power, or trust for sexual purposes.

Gender-based Harassment

Gender-based harassment is an act of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping, even if that act does not involve conduct of a sexual nature.

Indecent Exposure

Indecent exposure means exposing or exhibiting one's sexual organs in public or on the private premises of another, or so near thereto as to be seen from such private premises, in a vulgar or indecent manner, or to be naked in public. It also includes transmitting electronic images of one's sexual organs through email, text messaging, or other form of social media.

Any other illegal sexual conduct that is not explicitly defined above.

Other Related Definitions

Consent

Consent is a voluntary agreement to engage in sexual activity. Someone who is incapacitated cannot consent. Incapacitation may occur due to the use of drugs or alcohol, when a person is asleep or unconscious, or because of an intellectual or other disability that prevents the person from having the capacity to give consent.

Past consent does not imply future consent. Silence or an absence of resistance does not imply consent. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another. Consent can be withdrawn at any time. Coercion, force, or threat of either invalidates consent.

Hostile environment caused by sexual harassment

“[A] hostile environment has been created ... if sexually harassing conduct by an employee, another student, or a third party is sufficiently serious that it denies or limits a student’s ability to participate in or benefit from the school’s program based on sex”.

(p. 5, U.S. Department of Education, Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, published January 2001).

Intimidation

Intimidation means making a person timid or fearful; compelling or deterring a person by threats.

Responsible Employee

A “responsible employee” is any employee who has the authority to take action to redress sexual misconduct, who has been given the duty to report to appropriate University officials about incidents of sexual violence or any other misconduct by students, or who a student could reasonably believe has this authority or responsibility. All Pacific Rim Christian University employees are responsible employees.

Retaliation

It is unlawful to retaliate against anyone in any way, especially by intimidation or assault, for articulating a concern about sexual misconduct, sexual harassment, or sex discrimination. The University prohibits retaliation against those who file a complaint or third-party report or those who otherwise participate in the investigative and/or disciplinary process. The University will take strong responsive action if retaliation occurs.

Title IX Coordinator

The Title IX Coordinator for Pacific Rim Christian University is Craig Pankow, Vice President for Student Services, (808) 518-4791, craigpankow@pacrim.edu, 2223 Ho’one’e Place. Honolulu, HI 96819.

Core responsibilities of the Title IX Coordinator include overseeing the University’s response to Title IX reports and complaints, identifying and addressing any pattern or systemic problem revealed by such reports and complaints, and evaluating an alleged victim’s confidentiality request, if one is made. Core responsibilities Title IX Coordinator include overseeing the University’s response to Title IX reports and complaints made and evaluating an alleged victim’s confidentiality request, if one is made.

Rights of Accuser and Accused

The following rights apply to both the **accuser** (alleged victim) and the **accused** (alleged

perpetrator):

- The right to investigation and appropriate resolution of a credible complaint of sexual misconduct made in good faith to University administrators;
- The right to be treated with respect by university officials;
- The right to have University policies and procedures followed without material deviation;
- The right to be fully informed of the nature, rules, and procedures of the campus conduct process;
- The right to be informed in advance, when possible, of any public release of information regarding the complaint, except in cases where university officials are required to make a timely warning to the campus community;
- The right to be notified of available counseling, mental health, or student services, both on campus and in the community;
- The right to review all documentary evidence available regarding the complaint, subject to the privacy limitations imposed by state and federal law, at least 48 hours prior to the hearing;
- The right to be informed of the names of all witnesses who will be called to give testimony, within 48 hours of the hearing, except in cases where a witness' identity will not be revealed to the accused for compelling safety reasons (this exception does not include the name of the alleged victim/complainant, which will always be revealed to the accused);
- The right to a hearing closed to the public;
- The right to have complaints heard by conduct and appeals officers who have received annual sexual misconduct adjudication training;
- The right to a conduct panel comprised of representative of both genders;
- The right to petition that any member of the conduct body be removed on the basis of bias;
- The right for the same opportunity to have another person present, in a support or advisory role, during a University disciplinary hearing to accompany and assist in the University hearing process, according to student conduct hearing policies and procedures;
- The right to have the University compel the presence of student, faculty, and staff witnesses, and the opportunity to ask questions of witnesses (indirectly through and at the discretion of the hearing chair), and the right to challenge documentary evidence;
- The right not to have irrelevant prior sexual history admitted as evidence in a University hearing;
- The right to make an impact statement at the campus conduct proceeding and to have that statement considered by the conduct body in determining its sanction;
- The right to appeal the finding and sanction of the conduct body, in accordance with the standards for appeal established by the University.

The following rights apply only to the **accuser** (alleged victim):

- The right not to be discouraged by University officials from reporting an assault to both on-campus and off-campus authorities;
- The right to be informed by University officials of options to notify proper law enforcement authorities, including local police, and the option to be assisted by University authorities in notifying such law enforcement authorities, if the victim so chooses. This also includes the

- right not to report to law enforcement authorities, if this is the victim's desire;
- The right to notification of options for, and available assistance in, changing academic, living, transportation, or working situations after an alleged sexual assault incident, if so requested by the victim and if such changes are reasonably available. No formal complaint or investigation, either campus or criminal, need occur before this option is available. Accommodations may include:
 - Change of a student resident's housing to a different location;
 - Assistance from University support staff in completing the relocation;
 - Arranging to dissolve a housing contract and pro-rating a housing refund;
 - Exam or assignment rescheduling;
 - Taking an "Incomplete" grade for a course;
 - Transferring to a different course section;
 - Temporary withdrawal;
 - Alternative course completion options;
 - Change in working location and/or supervisor;
 - Change in work duties and/or responsibilities.
- The right to preservation of privacy, to the extent possible and allowed by law;
- The right not to have released to the public any personally identifiable information about the accuser/complainant, without his or her consent;
- The right NOT to have any complaint of sexual assault mediated (as opposed to adjudicated);
- The right to a University no-contact order against another student who has engaged in or threatened to engage in stalking, threatening, harassing, or other improper behavior that presents a danger to the welfare of the complaining student, witnesses, or others;
- The right to give testimony in a University hearing by means other than being in the same room with the accused;
- The right to ask the investigators to identify and question relevant witnesses, including expert witnesses;
- The right to be present for all testimony given and evidence presented before the conduct body;
- The right to be informed of the outcome and sanction(s) of any disciplinary hearing involving sexual assault, usually within 24 hours of the decision being made.

The following rights apply only to the **accused** (alleged perpetrator):

- The right to a timely written notice of the alleged violation contained within the complaint, including the nature of the violation and possible sanctions;
- The right to a fundamentally fair hearing on the complaint, including timely notice of the hearing date and adequate time for preparation;
- The right to a campus conduct outcome based solely on the evidence presented during the conduct process—such evidence shall be credible, relevant, based in fact, and without prejudice;
- The right to written notice of the outcome of the hearing and the sanction(s) imposed by the conduct body.

Confidentiality

Although every effort will be made to keep a complaint confidential and to protect the privacy of individuals, it is regrettable that confidentiality and anonymity may have to give way to the university's obligation to investigate and take appropriate action, especially if the college is required to provide a timely warning of a Clery-reportable campus crime or an immediate threat to the health or safety of students or employees.

When necessary, Pacific Rim Christian University officials will make a timely warning to the campus community (as required by federal regulations) unless issuing the notification will, in the professional judgment of responsible university officials, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency (as permitted by federal regulations).

The university encourages our professional or pastoral counselors among the faculty and staff to inform persons they are counseling (when the counselor deems it appropriate) about procedures for confidential reporting so that Clery-reportable crimes may be included in the annual disclosure of crime statistics.

Title IX and Clery Grievance Procedures

Implicit in the following Title IX grievance procedures is a provision that allows the complaining party to avoid her or his immediate work supervisor or faculty advisor if that person is the source of the problem. It is understood, of course, that formal channels may not be needed except when earlier attempts at private and informal resolution fail.

However, in the case of alleged sexual assault or sexual misconduct, it is unnecessary and, most likely, inappropriate for an alleged victim to attempt informal resolution with the alleged perpetrator. In such a case, the formal grievance procedure should be initiated immediately.

Reporting Procedures

Formal reporting procedures include the victim or eye-witness of an act of sexual misconduct initiating a criminal complaint, an institutional complaint, and/or a report to a responsible employee (including the Title IX Coordinator). Alternative reporting options include a victim's or eye-witness' privileged or confidential disclosures to a professional or pastoral counselor.

A victim or eye-witness of sexual misconduct by or upon a Pacific Rim Christian University student or employee must first go to a place of safety and then immediately report the incident to a responsible employee, regardless of the time of day or night. The complaint will then be turned over to the Title IX Coordinator for investigation and processing through to conclusion.

Time is especially critical in a sexual assault case. In the case of sexual assault, the victim should not bathe until physical evidence of the assault can be obtained by medical personnel or law enforcement officers. It is important to preserve all physical evidence for examination by a physician to prove criminal sexual assault, particularly if there were no witnesses.

If sexual violence has occurred, the University will take prompt and effective steps to end the sexual violence, prevent its recurrence, and address its effects. When deemed necessary, the University will take steps to protect the complainant, including interim steps taken prior to the final outcome of the investigation.

Upon the victim's request, a Student Life Coordinator (in the case of a student) or Human Resources (in the case of an employee) will assist the victim in notifying local law enforcement of the incident, guide the victim through the available options, and support the victim in his or her decisions related to the incident.

If a victim or eye-witness desires to make an anonymous report, the University's ability to respond will be limited by the confidentiality request. In certain cases, strict confidentiality is not possible because of federal Clery Act requirements to report certain crimes, including but not limited to the more serious forms of sexual misconduct.

Each reported Clery crime is evaluated on a case-by-case basis to determine whether or not the

University must issue a timely warning to the campus community about that particular criminal incident. If confidentiality is requested, every effort will be made to keep the name and location of the alleged victim and/or witnesses confidential. Ultimately, confidentiality requests are decided by the Title IX Coordinator.

The University is obligated under the federal Clery Act to report certain crimes that occur on campus, in a non-campus building or property, or on public property within the reasonably contiguous geographic area of the institution on its annual campus crime report provided to the Department of Education. The University is also obligated to issue timely warnings to the campus community about certain crimes that have already occurred but may continue to pose a serious or ongoing threat to students and/or employees.

When necessary, Pacific Rim Christian University officials will make a timely warning to the campus community (as required by federal regulations) unless issuing the notification will, in the professional judgment of responsible officials, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency (as permitted by federal regulations).

Investigation Procedures

Reported sexual misconduct of any kind will be adequately, reliably, and thoroughly investigated, regardless of whether or not the incident is the subject of a separate criminal investigation. A victim of sexual misconduct has the right to file a criminal complaint with the appropriate local law enforcement agency, if they desire to do so. The filing of a criminal complaint will not replace or hinder the University's investigation of a sexual misconduct violation. A victim of sexual misconduct may elect to have the investigation proceed through the criminal justice system, the University's disciplinary process, or both.

A Title IX investigation begins with the initial report of sexual misconduct made to a responsible employee. It is the duty of the responsible employee to notify the Title IX Coordinator immediately of any report of sexual misconduct made by a Pacific Rim Christian University student, employee, or third-party. The Title IX Coordinator will either lead the investigation or appoint a lead investigator to thoroughly investigate the claims made in the initial report.

Throughout the course of an investigation, both the accused and the accuser will have an equal opportunity to present relevant witnesses and other evidence. The investigation and any subsequent disciplinary hearing will be conducted impartially. Any real or perceived conflict of interest between the fact-finder or decision-maker and the parties involved in a complaint will be disclosed and resolved immediately.

A prompt and equitable resolution of a sexual misconduct complaint will be made using a preponderance of the evidence standard to evaluate the complaint (*i.e.*, it is more likely than not that sexual misconduct occurred). "In each case, the issue is whether the harassment rises to a level that it denies or limits a student's ability to participate in or benefit from the school's program based on sex"

(p. 5, U.S. Department of Education, *Revised Sexual Harassment Guidance*). This standard would be applied to the work place in the case of an employee.

Sexual misconduct investigations will be resolved promptly. A typical sexual misconduct case takes approximately 60 days following receipt of the complaint:

- 1 day to initiate the process,
- 1-28 days to thoroughly investigate the incident,
- 2-9 days to conduct a disciplinary hearing (if necessary),
- 1-6 days to reach a fair and equitable decision,
- 1-2 days to concurrently provide written notification to the complainant and the alleged perpetrator of the final outcome of the complaint, and
- 2-14 days to allow time for an appeal (if applicable).

These time frames are estimated; the actual amount of time needed for each stage of the process will be determined by the facts of a particular case. These time frames may be increased, if needed, by the Title IX Coordinator or the University official in charge of a particular case.

Appeal Procedures

Recognizing that employees and students may be reluctant and/or embarrassed to voice a complaint about sexual misconduct decisions, the University's formal grievance process is available to permit a dissatisfied victim, eye-witness, or offender to make an appeal of a Title IX decision.

A dissatisfied victim, eye-witness, or offender should follow the grievance procedures that can be found in the *Student Handbook* (for students), and *Employee Handbook* (for employees). In short, a Title IX appeal would begin with submission of a written grievance addressed to the Title IX Coordinator.

After the written grievance complaint is submitted, the Title IX appeal will be investigated by the appropriate administrator and handled by the grievance committee. Since the Title IX Coordinator and lead investigator were closely involved in the resolution of the initial sexual misconduct complaint, they will be recused from service on the grievance committee assigned to a Title IX appeal.

Awareness and Prevention Programs

The University provides a safety briefing during the New Student Orientation each semester. The briefing reviews safety issues regarding the school facility and immediate surroundings. Special attention is given to safety matters for students attending evening classes. Residents in the student housing are also provided a safety briefing regarding the facilities and immediate vicinity during the housing orientation meeting at the beginning of each semester.

Additional safety and awareness resources are posted onto the student Populi portal each semester.

Victim Services and Resources

Local and referral help is available for victims of sexual misconduct from the Student Life department. Local community service organizations are listed below for Hawaii.

The Sex Abuse Treatment Center

satchawaii.com

24-hour Crisis Line: 808-524-7273

Kapi'olani Medical Center for Women & Children, An Affiliate of Hawaii Pacific Health
Harbor Court, 55 Merchant Street, 22nd Fl.

Honolulu, HI 96813

Hawaii State Coalition Against Domestic Violence

hscadv.org

24-hour Helpline: 808-832-9316

810 Richards Street, Suite 960

Honolulu, HI 96813

Family Peace Center- Oahu, Parents and Children Together

www.pacthawaii.org/oahu_peace_center.html

Office Phone: 808-847-3285

1485 Linapuni St. Suite 105

Honolulu, HI 96819

Domestic Violence Action Center

Domesticviolenceactioncenter.org

Free Legal Helpline: 808-531-3771

Office Phone: 808-534-0040

Email: dvac@stoptheviolence.org

The University will make appropriate changes to the academic, living, transportation, and working situations of any sexual misconduct victim, if requested and reasonably available. For example, a victim of sexual assault may be moved out of the dormitory (if a student) or work location (if an employee), if available.

Immediate Assistance:

Contact information for trained on and off campus victim advocates or counselors who can provide an immediate confidential response in a crisis situation.

Emergency numbers for on and off campus safety, law enforcement, Title IX Coordinator, and other first responders.

Health care options, both on and off campus.

Ongoing Assistance:

Counseling, advocacy, and support resources, both on and off campus.

Academic accommodations and interim protection measures.

Possible Disciplinary Sanctions

A student or employee found guilty of sexual misconduct following a disciplinary hearing will be subject to disciplinary action up to and including expulsion from school for a student or termination of employment for an employee.

Possible disciplinary sanctions for a student include the following:

- Issuance of disciplinary points, verbal or written warning, and/or monetary fine;
- Mandatory meeting with the Vice President for Student Services or his/her designee;
- Mandatory counseling or other professional intervention;
- Disciplinary hearing;
- Discretionary sanctions (i.e., revocation of any student privilege, community service, disqualification from awards or representing the University, loss of institutional financial aid, etc.);
- Housing suspension or expulsion;
- Disciplinary probation for a specified period of time;
- Institutional suspension, administrative withdrawal, or expulsion

Possible disciplinary sanctions for an employee include the following:

- Issuance of verbal or written warning, recorded in the personnel file;
- Mandatory meeting with the appropriate University administrator or his/her designee;
- Mandatory counseling or other professional intervention;
- Disciplinary hearing
- Discretionary sanctions (i.e., revocation of any employee privilege, campus housing suspension or expulsion, community service, disqualification from awards or representing the University, etc.);
- Employment probation for a specified period of time;
- Suspension from or termination of employment.

Additional Considerations

Claims of sexual misconduct may involve one-on-one situations with no additional witnesses to refute or substantiate the complaints, making final resolution difficult.

Regardless of the truth or falsity of the allegations, sexual misconduct charges that cannot be proved may have an adverse effect upon the career and family life of both the alleged perpetrator and the alleged victim.

If allegations of sexual misconduct prove to be untrue, the complainant may cause irreparable damage to the reputation of the accused, may be guilty of defamation of character, and may be sued in a court of law.

Campus Emergency Notifications

The Higher Education Authorization Act of 2008 requires institutions of higher education to formulate policies and procedures for notifying the campus community concerning significant emergencies or dangerous situations involving an immediate threat to the safety of the community.

Pacific Rim Christian University utilizes a combination of methods for campus emergency notification. When an emergency arises; students, faculty and staff will be notified by email to their official school email address. In addition, a text message will be generated through the Populi student portal information system to all cell phones registered. Staff members are required to register their phones in the Populi system and students are requested to register their phone numbers and instructed how to register at the new student orientation at the beginning of each semester. When possible, notifications will be posted on the school's website and social media sites.

Students, staff, and faculty will receive messages by mobile phone as part of their text messaging plan (otherwise standard text message rates apply). Pacific Rim Christian University will only use this system to announce a campus crisis situation or to test the emergency notification system.

Emergency Response Plan

Pacific Rim Christian University is committed to the protection of lives and property through effective use of school and community resources. When an emergency affecting the campus reaches proportions that cannot be handled by routine measures, the President will declare an emergency situation and direct the necessary responses needed.

Upon the occurrence of an emergency, the University leadership team will make every attempt to notify all students, faculty, staff, and administrators. When necessary, officials will make a timely warning to the campus community (required by federal regulations) unless issuing the notification will, in the professional judgment of responsible University officials, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency (permitted by federal regulations).

Since an emergency may be sudden and without warning, these procedures are designed to be flexible in order to accommodate emergencies of various magnitudes.

Who to Contact in Case of an Emergency Campus Security Authorities “CSA”

Hawaii Emergency Services	If possible, tell the dispatcher the nature of your emergency, your exact location, and what services are needed. Remain there until help arrives.	Emergency Situation: 9-1-1
Student Housing Manager Resident Assistant	Ryan Tenney Janna Tenney	Mobile: (808) 428-6136 Mobile: (916) 335-5917
Student Life Coordinators	Cameron Cortez Erica Jansen Marissa Arakaki	Office: (808) 518-4791
President	Kent Keith	Office: (808) 518-4791
Vice President for Student Services	Craig Pankow	Office: (808) 518-4791 Mobile: (808) 383-6492

Command Center

In the case of a declared state of emergency on campus, a Command Center will be established and staffed as required. All emergency related information, announcements, instructions, etc., will be transmitted to the appropriate departments, areas, personnel, and others. The Emergency Response Team will have complete authority for the overall operation of an emergency situation at the University.

Upon notification of a state of emergency:

- Students will be advised via the emergency communication plan.
- All parties not directly affected by the emergency are mobilized once all students, faculty, staff, and visitors have been moved to safety.

Emergency Response Team

All campus personnel will coordinate with the Emergency Response Team for implementation and execution of the Emergency Response Plan, as it pertains to their area.

In the event of an emergency, the Emergency Response Team will be dispatched to the affected areas. The team will consist of the following personnel:

- President
- Student Life Coordinators
- Student Housing Manager and Resident Assistant
- Facilities & Information Technology Coordinator
- Vice President for Student Services

The President and/or the Vice President for Student Services will have responsibility for delegating all activities. Team members will be assigned where needed. Their job will be to assist all affected parties during the emergency and cooperate with emergency response personnel.

Preparation for and Response to Fire

In the event of a fire anywhere on campus, call 9-1-1. This call will alert the Honolulu Fire Department. Once emergency services have been notified, also report the fire to campus personnel as soon as possible.

Fire Drills

- Fire drills will be conducted two (2) times per year, one to be held in each semester.
- Fire drills are typically unannounced.
- Fire drills will encompass all campus personnel and students.
- Fire drills will be scheduled at a time that creates the least interruption in classes and in daily activities.

Fires don't always happen at convenient times. In order to be prepared for a fire or other type of emergency, the University conducts a fire drill each semester. This information is provided to inform you of your responsibilities during a fire or fire drill:

- All occupants in the housing area must go on the corner of School Street and Frog Lane to meet.
- Make sure everyone in your apartment is awake and aware of what is going on.
- The Resident Assistant will give accountability to the Student Housing Manager, who will report to the Fire Department personnel upon their arrival.
- Do not leave your designated area until notified by the Student Housing Manager or Resident Assistant that it is okay to do so.

Fire Prevention

It is the responsibility of every member of the campus community to bring to the attention of the institution any situation that may be considered a fire hazard. Help prevent cooking fires:

- Stay in the kitchen while cooking.
- Turn pan handles away from the edge of the stovetop.
- Keep stovetop surfaces clean and free from grease buildup.
- Keep flammable fabrics or shirts with long, loose sleeves away from the oven and stovetop burners.
- Do not keep flammable cleaning fluids, solvents, or other liquids near the stove.

Fire Extinguishers

Fire extinguishers and fire alarms are located in accessible locations in all buildings. When using a fire extinguisher, remember the PASS system:

Pull the pin

Aim the Fire Extinguisher

Squeeze the trigger

Sweep nozzle from side to side

Fire Safety Systems in Campus Housing

- Each apartment building (Frog Lane, School Street) has a fire extinguisher located on the outside wall of each floor.
- Each apartment has a smoke detector located in the kitchen/living room area near the bedroom entrances. All smoke detectors are interconnected.
- Each apartment building is equipped with a fire emergency notification system with two pull stations outside on each floor.
- Each apartment is equipped with a notification horn within hearing range of all residents. Notification horns are also located on the outside of each apartment building.
- Annually, an outside vendor inspects (and hydro-tests extinguishers scheduled for said testing) all fire extinguishers for proper charge and repairs or replaces any failed extinguishers.

Alcohol and Drug Policy

The 1989 amendments to the federal Drug-Free Schools and Communities Act (DFSCA), as articulated in the Education Department's General Administrative Regulations (EDGAR Part 86.100, Subpart B), require that, as a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education (IHE) must certify that it has adopted and implemented a program, "to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees" both on the institution's premises and as part of any of its activities." Accordingly, Pacific Rim Christian University has developed the following policy regarding alcohol and drug abuse:

Standard of Conduct

In keeping with the mission of Pacific Rim Christian University the use, possession, distribution, manufacture, or sale of narcotics, illegal drugs, or the abuse of legal substances by its students and employees is strictly prohibited.

- **Sanctions for Violation of the Standard**—Violation of this policy will lead to disciplinary action up to and including expulsion from the University or termination of employment (and referral for prosecution when local codes, state of Hawaii codes, or federal codes have been broken).
- **Help is Available**—Confidential referrals for counseling, treatment, or rehabilitation are available from the Student Life team to students and employees who voluntarily seek such assistance. Helpful literature on alcohol and drug abuse can also be found in those locations.
- **Federal Codes**—Possession and trafficking in controlled substances is regulated by federal law. The federal codes provide for fines plus imprisonment for possession (21USC844); forfeiture of real and personal property used to possess or facilitate possession (21USC853, 21USC881); forfeiture of vehicles, boats, aircraft, etc, used to transport a controlled substance (21USC884); civil fines and denial of federal benefits (21USC854); and ineligibility to purchase or receive a firearm (18USC922).

Straight Facts About Drugs and Alcohol

Alcohol

Alcohol abuse is a pattern of problem drinking that results in health consequences, social, problems, or both. However, alcohol dependence, or alcoholism, refers to a disease that is characterized by abnormal alcohol-seeking behavior that leads to impaired control over drinking. If you have a drinking problem, or if you suspect you have a drinking problem, there are many others out there like you, and there is help available. Talk to counselor, a friend, a parent, or a minister.

Short-term effects of alcohol use include:

- distorted vision, hearing, & coordination
- altered perceptions and emotions
- impaired judgment
- bad breath
- Hangover

Long-term effects of heavy alcohol use include:

- loss of appetite
- vitamin deficiencies
- stomach ailments
- skin problems
- sexual impotence
- liver damage
- heart and central nervous system damage
- memory loss

Cigarette Smoking

Although many people smoke because they believe cigarettes calm their nerves, smoking releases epinephrine, a hormone that creates physiological stress in the smoker, rather than relaxation. The use of tobacco is addictive.

Most users develop tolerance for nicotine and need greater amounts to produce a desired effect. Smokers become physically and psychologically dependent and will suffer withdrawal symptoms including: changes in body temperature, heart rate, digestion, muscle tone, and appetite. Psychological symptoms include: irritability, anxiety, sleep disturbances, nervousness, headaches, fatigue, nausea, and cravings for tobacco that can last days, weeks, months, years, or an entire lifetime.

Cigarette smoking is perhaps the most devastating preventable cause of disease and premature death. Smoking is particularly dangerous for teens because their bodies are still developing and changing and the 4,000 chemicals (including 200 known poisons) in cigarette smoke can adversely affect this process. Cigarettes are highly addictive. One-third of young people who are just "experimenting" end up being addicted by the time they are 20.

Risks associated with smoking cigarettes:

- diminished or extinguished sense of smell and taste
- frequent colds
- smoker's cough
- gastric ulcers
- chronic bronchitis
- increase in heart rate and blood pressure
- premature and more abundant face wrinkles
- emphysema
- heart disease
- stroke
- cancer of the mouth, larynx, pharynx, esophagus, lungs, pancreas, cervix, uterus, bladder

Cocaine and Crack

Cocaine is a white powder that comes from the leaves of the South American coca plant. Cocaine is either "snorted" through the nasal passages or injected intravenously. Cocaine belongs to a class of drugs known as stimulants, which tend to give a temporary illusion of limitless power and energy that leave the user feeling depressed, edgy, and craving more. Crack is a form of cocaine that is smoked and has been chemically altered. Drug users who inject the drug and share needles are at risk for acquiring HIV/AIDS.

Cocaine and crack are highly addictive. This addiction can erode physical and mental health and can become so strong that these drugs dominate all aspects of an addict's life. Some users spend hundreds or thousands of dollars on cocaine and crack each week and will do anything to support their habit. Many turn to drug selling, prostitution, or other crimes. Cocaine and crack use has been a contributing factor in a number of drownings, car crashes, falls, burns, and suicides. Cocaine and crack addicts often become unable to function sexually. Even first time users may experience seizures or heart attacks, which can be fatal.

Physical risks associated with using *any* amount of cocaine and crack:

- increases in blood pressure, heart rate, breathing rate, and body temperature
- heart attacks, strokes, and respiratory failure

Psychological risks:

- violent, erratic, or paranoid behavior
- hallucinations and "coke bugs"--a sensation of imaginary insects crawling over the skin
- confusion, anxiety, and depression
- hepatitis or AIDS through shared needles
- brain seizures
- reduction of the body's ability to resist and combat infection
- loss of interest in food or sex
- "cocaine psychosis"--losing touch with reality, loss of interest in friends, family, sports, hobbies, and other activities

Inhalants

Inhalants refer to substances that are sniffed or huffed to give the user an immediate head rush or high. They include a diverse group of chemicals that are found in consumer products such as aerosols and cleaning solvents. Inhalant use can cause a number of physical and emotional problems, and even one-time use can result in death.

Using inhalants even one time can put you at risk for:

- sudden death
- suffocation
- visual hallucinations

Short-term effects of inhalants include:

- heart palpitations
- breathing difficulty

Prolonged use can result in:

- headache, muscle weakness, abdominal pain
- decrease or loss of sense of smell
- nausea
- nosebleeds
- hepatitis
- violent behaviors
- severe mood swings
- numbness & tingling of the hands & feet
- dizziness
- headaches
- irregular heartbeat
- liver, lung, and kidney impairment
- irreversible brain damage
- nervous system damage
- dangerous chemical imbalances in the body
- involuntary passing of urine and feces

Marijuana

Marijuana is the most widely used illicit drug in the United States and tends to be the first illegal drug teens use.

The physical effects of marijuana use, particularly on developing adolescents, can be acute. Marijuana blocks the messages going to your brain and alters your perceptions and emotions, vision, hearing, and coordination. A recent study of 1,023 trauma patients admitted to a shock trauma unit found that one—third had marijuana in their blood.

Short-term effects of using marijuana:

- sleepiness
- difficulty keeping track of time, impaired or reduced short-term memory
- reduced ability to perform tasks requiring concentration and coordination, such as driving a car
- increased heart rate

Long-term effects of using marijuana:

- enhanced cancer risk
- decrease in testosterone levels for men; also lower sperm counts and difficulty having children
- increase in testosterone levels for women; also increased risk of infertility
- potential cardiac dangers for those with preexisting heart disease
- bloodshot eyes
- dry mouth and throat
- decreased social inhibitions

- paranoia, hallucinations
- diminished or extinguished sexual pleasure
- psychological dependence requiring more of the drug to get the same effect

Methamphetamine

Methamphetamine is a stimulant drug chemically related to amphetamine but with stronger effects on the central nervous system. Street names for the drug include "speed," "meth," and "crank." Methamphetamine is used in pill form, or in powdered form by snorting or injecting.

Crystallized methamphetamine known as "ice," "crystal," or "glass," is a smokable and more powerful form of the drug. Methamphetamine is an increasingly popular drug at raves (all night dancing parties), and as part of a number of drugs used by college—aged students. Marijuana and alcohol are commonly listed as additional drugs of abuse among methamphetamine treatment admissions.

The effects of methamphetamine use include:

- increased wakefulness; insomnia
- increased physical activity
- decreased appetite
- respiratory problems
- extreme anorexia
- hypothermia, convulsions, and cardiovascular problems, which can lead to death
- euphoria
- irritability, confusion, tremors
- anxiety, paranoia, or violent behavior can cause irreversible damage to blood vessels in the brain, producing strokes
- drug users who inject the drug and share needles are at risk for acquiring HIV/AIDS

Source: The National Clearinghouse for Alcohol and Drug Information, 05/24/2001 – excerpts from <http://www.health.org/govpubs/rpo884/>

Alcohol & Drug Policy

Hawaii state law regulates the purchase, possession or consumption of alcoholic beverages. Under state law, no one under the age of 21 may purchase, possess, or consume alcoholic beverages. It is the responsibility of both the server and consumer to be aware of and abide by all existing laws and regulations. Pacific Rim Christian University faculty, staff, and students are not permitted to manufacture, sell, distribute, possess, use, dispense or be under the influence of illegal drugs and/or alcohol.

Consistent with its mission, Pacific Rim Christian University will cooperate with law enforcement agencies in any cases related to the illegal use of drugs, tobacco, and alcohol. Students and employees found to be in violation may be subject to the provisions of Hawai'i state law, University policy and/or the Student Conduct Code. Faculty and staff found in violation of this part are subject to disciplinary action as provided in University policy, and other applicable state laws and rules.

The illegal use of drugs includes the use, possession, or distribution of drugs that are unlawful under the Controlled Substances Act. The illegal use of drugs includes the use of illegal drugs and the illegal use of prescription drugs that are controlled substances. The illegal use of drugs does not include drugs taken under supervision of a licensed health care professional, including experimental drugs for people with AIDS, epilepsy, or mental illness. Under Title I, an individual is a current drug user if a test for the illegal use of drugs correctly indicates that the individual currently engages in the illegal use of a controlled substance. Current drug use means that the illegal use of drugs occurred recently enough to justify a covered entity's reasonable belief that an individual's involvement with drugs is an on-going problem. Current drug use is not limited to the day of use, or recent weeks or days, in terms of an employment action. A covered entity must make determinations on a case-by-case basis.

Additional resources on drug and alcohol law and penalties:

<http://www.criminaldefenselawyer.com/resources/criminal-defense/drug-charges/possession-controlled-substance-hawaii>

<http://www.criminaldefenselawyer.com/resources/criminal-defense/crime-penalties/hawaii-minor-possession-alcohol-charges-penaltie>

<http://dui.drivinglaws.org/hawaii.php>

Missing Student Notification Policy

Dormitory residents (those students who reside in campus housing) have the option to identify an individual that the University can contact no later than 24 hours after the time the student is determined to be missing.

Confidential contact information is collected on the Pacific Rim Christian University Medical Form, and it will be used by the Student Housing Manager, the Student Life team, or other appropriate campus personnel in the event that a student resident is determined to be missing.

Missing Student Notification Procedures

- Residents of Student Housing will be determined to be missing if they remain unaccounted for during a 24-hour time period, normally determined by two consecutive nightly checks of the apartments, unless arrangements to be absent from the apartment were previously made with the Student Housing Manager or the Resident Assistant. If a student is not present in the apartment when either the Student Housing Manager checks for the second consecutive night, one of them will immediately notify the Vice President for Student Services that the student is missing.
- Once a student resident is determined to be missing, attempts to contact the missing student will be made within 24 hours via telephone, cell phone, e-mail, and/or a physical search.
- If a student resident is determined to have been missing for more than 24 hours and has not returned to the dormitory or campus, the University will initiate the emergency contact procedures that the student designates on their Medical Form. In addition, the University is required to refer the missing student report to the local law enforcement agency that has jurisdiction in this area, which is the City & County of Honolulu Police Department within 24 hours.
- If a missing student resident is under 18 years of age and is not emancipated from a custodial parent or guardian, the University will notify a custodial parent or guardian no later than 24 hours after the time the under-aged student resident is determined to be missing, in addition to notifying any other contact person designated by the student.
- If a missing student resident is located on or off campus, the student will no longer be considered missing.

Student Consumer Information and Public Disclosures

Because Pacific Rim Christian University participates in the Title IV federal financial aid program, the University is required to disclose specific information to students, prospective students, and/or the general public. Anyone may request a full copy of the reports listed below. These consumer information disclosure requirements include the following:

Student Right-To-Know and the Clery (Campus Security) Act Annual Security Report combined with the Annual Fire Safety Report: Institutional security policies, crime statistics, fire statistics, student housing facility fire safety systems, fire drills, emergency response plan, and evacuation procedures refer to the current *Student Handbook* or contact the Administrative Office at (808) 518-4791.

A summary of the university's policy concerning alcohol and drugs and standards of conduct, can be found in the *Student Handbook* or contact a Student Life Coordinator at (808) 518-4791.

The Hawaii Criminal Justice Data Center maintains a sexual predator and sexual offender registry website. The following web address may be accessed to obtain local law enforcement agency information about registered sex offenders who may be present in the immediate area:

<http://ag.hawaii.gov/hcjd/sex-offender-and-other-covered-offender-info/>