

— 2014-2016 —

# Campus Safety Report

FAITH INTERNATIONAL UNIVERSITY  
FAITH SEMINARY GRADUATE SCHOOL

*Education that Matters*



FAITH  
SEMINARY





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FAITH SEMINARY GRADUATE SCHOOL

2014-2016  
Campus Safety Report

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In accordance with federal regulations (34CFR 668.41(b)(c), Faith International University (FIU) is providing the following information with regards to Reporting and Disclosure Information. FIU, as permitted by federal regulation, provides access to its consumer information primarily through electronic means (via email or online: *faithseminary.edu*). Paper copies of the information are available upon request. Enrolled or prospective students may contact John Wheeler, Dean of Students at (253) 752-2020 ext. 120.

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**Campus Safety Report (ASR) 2014-2016**

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**DISCLAIMER**

This report was prepared with the best information available as of the aforementioned date. During the 2014-2016 academic years changes may occur in tuition, fees, course offerings, admission requirements, curriculum, faculty, and other areas covered in this publication. All provisions herein contained are subject to change without notice or obligation. This handbook is for the purpose of information and should not be construed as an offer to contract with or as a contract between FIU and any potential, current, or former student.



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## BIBLICAL CODE OF CONDUCT

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Faith International University is a community of Christian believers who confess and follow Jesus Christ as Lord and Savior. The community is expected to uphold the Word of God and apply biblical standards of morality and integrity in life. Students are expected, therefore, to conduct themselves in a manner in keeping with Christian decorum and testimony. This involves embracing attitudes and actions the Bible identifies as virtuous and avoiding attitudes and actions the Bible identifies as sinful. Students are required to abide by all published policies, codes, and regulations prescribed by the institution. Students also must abide by applicable local, state, and federal laws. The institution reserves the right to require disciplinary action of students whose behavior is in conflict with the Biblical Code of Conduct.

### ***According to the Word of God, followers of Christ are expected to:***

- Manifest the fruit of the Spirit such as “love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control” and “put on compassion, kindness, humility, meekness, long-suffering, bearing with one another and forgiving one another” (Gal. 5:22-23; Col. 3:12-14).
- Seek righteousness, mercy, and justice, and love what is good and detest what is evil (Prov. 21:3, 31:8-9; Amos 5:15; Micah 6:8; Matt. 23:23; Rom. 12:9, 16:19; Gal. 6:10).
- Uphold the God-given worth of human beings, from conception to death, as the unique image-bearers of God; and uphold chastity and the sanctity of marriage, defined biblically as the covenant union between a man and a woman (Gen. 1:27, 2:24; Ps. 139:13-16; 1 Cor. 6:18; Heb. 13:4).
- Live in Christian liberty and practice wise stewardship of mind, body, time, abilities, money, and possessions (Gal. 5:13-14; 1 Pet. 2:16-17).
- Be accountable to a local church or pastor, and live a peaceful, prayerful, and Godly life (1 Thess. 4:11, 5:17-18; Heb. 10:25; 1 Tim 2:2; Titus 2:7-8; James 5:16).
- Be humble people of integrity whose word is trustworthy, who witness for the Gospel, practice good works, and resolve inter-personal or corporate conflicts, grievances, or disputes in a biblical manner only (Ps. 15:4; Matt. 5:24, 5:33-37, 18:15-17; Acts 1:8; 1 Cor. 6:1-8; Gal. 6:10; Eph. 2:10, 4:31-32; Heb. 10:24; 1 Pet. 2:11, 3:15).

### ***According to the Word of God, followers of Christ are expected to abstain from:***

- Blasphemy, lying, stealing, dishonesty, slander, gossip, greed, vulgarity, murder, hypocrisy, covetousness, self-righteousness, arrogance, immodesty, inappropriate dress, and illegal activities (Prov. 16:18; Exod. 20:7; Deut. 22:5; Matt. 16:6, 23:13-36; Acts 15:5-11; Rom. 13:1-2, 13:9; 1 Cor. 6:10; Gal. 3:26-29; Col. 3:8-9; 1 Tim. 2:8-10; Heb. 13:5-6; James 2:1-13).
- Sinful attitudes and behaviors such as “sexual immorality, impurity and debauchery, idolatry, witchcraft, hatred, discord, jealousy, fits of rage, selfish ambition, dissensions, factions, envy, drunkenness, orgies, and the like” (Gal. 5:19-21).
- Adultery, lust, fornication, homosexual behavior (page 163 - RCW 26.04), and all other sexual relations outside the bounds of God-sanctioned marriage (Lev. 18:22, 20:10-17; Matt. 5:27-28; Rom. 1:21-27; 1 Cor. 6:9-10; Eph. 5:3-5; Col. 3:5; 1 Tim. 1:10).



## CONSUMER INFORMATION

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### PERSONAL SAFETY

Personal safety and property security at FIU is everyone's responsibility. The Campus Director urges all members of the campus community to participate in making the campus as safe as possible. If members of the community develop good security habits, they can assist the College in safeguarding personal and College property.

#### SECURITY TIPS IF YOU SENSE A THREAT

- Assess the situation and then act to ensure your safety.
- Move away from the potential threat. Decide how immediate the threat is and how drastic your action should be.
- Join any group of people nearby. Cross the street and increase your pace to move away from danger.
- Go to a well-lighted public place and call the police immediately.
- If you believe a threat is imminent and you see people nearby to help, yell, scream or make a commotion to attract attention in any way you can.
- If you see someone else in trouble, immediately call the police.
- After you have avoided a potential threat of crime, notify the police and campus security.

#### SITUATIONS THAT COULD INDICATE A POTENTIAL THREAT

- Unusual noises, such as gunshots, screaming and anything suggestive of foul play, danger, or illegal activity. In such situations, immediately call 911.
- Open or broken doors/windows, which could signify a possible burglary in progress or scene of a completed crime.
- Person(s) sitting in parked vehicles for an extended period.
- A vehicle driving slowly in the parking lot at night with its lights out.

#### WALKING ALONE ON CAMPUS

- Walk purposefully, briskly, and keep moving.
- Never work alone in an office or classroom on campus at night.
- Avoid traveling the same route every day.
- Have keys ready when approaching a locked door.
- If dropped off by a taxi or automobile, ask the driver to wait until safely inside.
- Stay in well-lighted areas as much as possible.
- Arrange a buddy system with someone you know.
- Stay alert to surroundings and trust personal instincts.
- When in danger, attract attention any way you can.

#### SAFETY IN YOUR VEHICLE

- Have your car key ready when approaching a vehicle and check to make sure no one is hiding inside.
- Park in well-lit, designated parking areas.
- Keep all valuables out of sight in the trunk of the vehicle.
- Always lock the car.

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*IN THE EVENT OF SUSPICIOUS/CRIMINAL ACTIVITY,  
GET TO A SAFE PLACE AND PROMPTLY CALL 911!*



# CONSUMER INFORMATION

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## CRIME REPORTING AND STATISTICS

### ANNUAL DISCLOSURE OF CRIME STATISTICS

The Cleary Act requires all institutions of higher education to publish an annual report of security policies and crime statistics. Information contained in this report was also solicited from the local city police forces for the purposes of identifying crimes that occurred on city streets and property adjacent to Faith International University. This report is made available to all current students and employees; for a printed copy, visit the campus library. The report is also accessible via the website and distributed at new student orientation. The report is due by October 1st of each year and must contain certain crime statistics for the most recent three-year reporting period. In addition to this report Faith International University reports its crime statistics to the Department of Education, which posts the information to their web site at:

<https://nces.ed.gov/collegenavigator/?q=Faith&s=WA&id=443049>

A crime is reported when it is brought to the attention of a campus security authority or the local police by a victim, witness, other third party, or even the offender. Disclosure of crime reports must occur regardless of whether any of the individuals involved in either the crime itself, or in the reporting of the crime are associated with the College. Alleged criminal incidents will be reported even if no investigation by the police or through the Office of the Vice President for Student Services occurs that could result in a finding of guilt or responsibility.

### CAMPUS SECURITY AUTHORITIES

The U.S. Department of Education (34 C.F.R., §668.46, also defines “campus security authorities” as someone with “significant responsibility for student and campus activities.”

*FIU further defines the following as “campus security authorities”:*

- The Office of the Vice President for Student Services
- Evening Campus Security Personnel

### REPORTING A CRIME

In the event of an actual crime or emergency in progress, get to a safe place and call 911 immediately. Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety-related incidents to the Office of the Vice President for Student Services in a timely manner. Any suspicious activity or person(s) seen in the parking lots, person(s) loitering around vehicles, and person(s) inside the building should be reported. Do not hesitate to request maximum and immediate help by calling 911 especially if a crime or emergency is in progress. Campus Personnel will assist students that request help in notifying authorities.

### CONFIDENTIAL REPORTING PROCEDURES

If you are a victim of a crime and do not want to pursue action within the College or criminal justice system, you may still want to consider making a confidential report. With your permission, the Campus Security Authority can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of the campus community. With such information, the College can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime about a location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics of the institution.



## CONSUMER INFORMATION

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### CRIME DEFINITIONS

The following are reportable crimes and their definitions. The definitions are taken from the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting Handbook (UCR).

- **Murder/ Non-Negligent Manslaughter:** the willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicide, accidental deaths, and justifiable homicides are excluded.
- **Negligent Manslaughter:** the killing of another person through gross negligence.
- **Sex Offenses–Forcible:** Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.
- **Forcible Rape:** is the carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
- **Forcible Sodomy:** is oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly and/or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Sexual Assault with An Object:** is the use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity.
- **Forcible Fondling:** is the touching of the private parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly and/or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Sex Offenses Non-Forcible:** unlawful, non-forcible sexual intercourse (limited to incest and statutory rape).
- **Incest:** is the non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** is the non-forcible sexual intercourse with a person who is under the statutory age of consent.
- **Robbery:** the taking or attempting to take anything of value of the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- **Aggravated Assault:** an unlawful attack by one person upon another for inflicting severe or aggravated bodily injury. This type of assault is usually accompanied using a weapon or by means likely to produce death or great bodily harm. It is not necessary that the injury resulted from an aggravated assault when a gun, knife or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.
- **Burglary:** the unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with the intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the above crimes.
- **Motor Vehicle Theft:** the theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned – including joy riding).
- **Arson:** the willful or malicious burning or attempt to burn with or without intent to defraud a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.



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### CRIME DEFINITIONS

Along with the listed crimes found on the left, it is a requirement to report arrests and campus disciplinary referrals for the following offenses:

**1. Liquor Law Violations:** the violation of laws or ordinances prohibiting the manufacture, sale, transportation, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the above crimes. (Drunkenness and driving under the influence are not included in this definition.)

**2. Drug Abuse Violations:** violations of state and local laws relating to the unlawful possession, sale, use, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives; morphine, heroin, codeine; marijuana; synthetic narcotics (Demerol, Methadone); and dangerous non-narcotic drugs (Barbiturates, Benzedrine).

**3. Weapon Law Violations:** the violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as; manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minor; alien possessing weapons and all attempts of the above crimes.

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### VIOLENCE AGAINST WOMEN ACT (VAWA)

#### PURPOSE AND SUMMARY

Faith International University is committed to creating and maintaining a community where all individuals who participate in university programs and activities can work and learn together in an atmosphere free of harassment, exploitation or intimidation. The university prohibits sexual harassment and sexual violence. Such behavior violates both law and the university's policy. The university will respond promptly and effectively to reports of sexual harassment and sexual violence and will take appropriate action to prevent, to correct, and when necessary, discipline behavior that constitutes sexual harassment and/or sexual violence, or otherwise violates the 2013 reauthorization of the Violence Against Women Act (hereinafter referred to as "VAWA Policy").

#### SCOPE OF POLICY

The VAWA Policy applies to all FIU employees and students.

#### PROHIBITED ACTS AND DEFINITIONS

In compliance with the Violence Against Women Act (VAWA), the VAWA Policy prohibits sexual harassment, domestic violence, dating violence, sexual assault, stalking and other acts that as defined below:

SEXUAL HARASSMENT is defined as unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Sexual harassment is conduct that explicitly or implicitly affects a person's employment or education or interferes with a person's work or educational performance or creates an environment such that a reasonable person would find the conduct intimidating, hostile, or offensive. Sexual harassment includes sexual violence (see definition below). The College will respond to reports of any such conduct in accordance with the VAWA or other applicable Policy. Sexual harassment may include incidents between any members of the College community, including faculty, staff or other employees, students or third parties such as, but not limited to: vendors, contractors, and visitors. Sexual harassment may occur in hierarchical relationships, between peers, or between individuals of the same sex or opposite sex. To determine whether the reported conduct constitutes sexual harassment, consideration shall be given to the record of the conduct as a whole and to the totality of the circumstances, including the context in which the conduct occurred.



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**SEXUAL VIOLENCE** is defined as physical sexual acts engaged without the consent of the other person or when the other person is unable to consent to the activity. Sexual violence includes sexual assault, rape, battery, and sexual coercion; domestic violence; dating violence; and stalking.

**DOMESTIC VIOLENCE** is defined as any felony or misdemeanor crime committed by a current or former spouse of the victim; person the victim has a child with; an individual who lives, or has lived, with the victim as a spouse, or a person similarly situated to a spouse; and any other person committing an act “against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

**DATING VIOLENCE** is defined as abuse committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

**SEXUAL ASSAULT** occurs when physical sexual activity is engaged without the consent of the other person or when the other person is unable to consent to the activity. The activity or conduct may include physical force, violence, threat, or intimidation, ignoring the objections of the other person, causing the other person’s intoxication or incapacitation through the use of drugs or alcohol, or taking advantage of the other person’s incapacitation (including voluntary intoxication).

**FORCIBLE SEXUAL OFFENSE** is defined as any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent.

**NON-FORCIBLE SEXUAL OFFENSE** is defined as unlawful, non-forcible sexual intercourse. There are two types of Non-Forcible Sex Offenses:

- Incest is non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape is non-forcible sexual intercourse with a person who is under the statutory age of consent.

**CONSENT IS INFORMED** is an affirmative, unambiguous, and conscious decision by each participant to engage in mutually agreed-upon sexual activity. Consent is voluntary. It must be given without coercion, force, threats, or intimidation. Consent means positive cooperation in the act or expression of intent to engage in the act pursuant to an exercise of freewill. Consent is revocable. Consent to some form of sexual activity does not imply consent to other forms of sexual activity. Consent to sexual activity on one occasion is not consent to engage in sexual activity on another occasion. A current or previous dating or sexual relationship, by itself, is not sufficient to constitute consent. Even in the context of a relationship, there must be mutual consent to engage in sexual activity. Consent must be ongoing throughout a sexual encounter and can be revoked at any time. Once consent is withdrawn, the sexual activity must stop immediately. Consent cannot be given when a person is incapacitated. A person cannot consent if s/he is unconscious or coming in and out of consciousness. A person cannot consent if s/he is under the threat of violence, bodily injury or other forms of coercion. A person cannot consent if his/her understanding of the act is affected by a physical or mental impairment. For purposes of the Policy, the age of consent is the age consistent with Washington Law.

**INCAPACITATION** is defined as the physical and/or mental inability to make informed, rational judgments. States of incapacitation include, but are not limited to, unconsciousness, sleep, and blackouts. Where alcohol or drugs are involved, incapacitation is defined with respect to how the alcohol or other drugs consumed affects a person’s decision-making capacity, awareness of consequences, and ability to make fully informed judgments. Being intoxicated by drugs or alcohol does not diminish one’s responsibility to obtain consent. The factors to be considered when determining whether consent was given include whether the accused knew, or whether a reasonable person should have known, that the complainant was incapacitated.



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STALKING is behavior in which a person repeatedly engages in conduct directed at a specific person that places that person in reasonable fear of his or her safety or the safety of others.

### CONSENSUAL RELATIONSHIPS

The VAWA Policy covers unwelcome conduct of a sexual nature. Consensual romantic relationships between members of the FIU community are subject to other FIU policies outlined in the Employee and/or Student Handbooks. While a consensual romantic relationship between members of the College community may begin or continue for some time without issue, as relationships change they may evolve into situations that lead to charges of sexual harassment or sexual violence.

### GENDER IDENTITY, GENDER EXPRESSION, OR SEXUAL ORIENTATION DISCRIMINATION

Harassment that is not sexual in nature but is based on gender, gender identity, gender expression, sex- or gender-stereotyping, or sexual orientation also is prohibited by FIU, as part of its Nondiscrimination Policy, if it denies or limits a person's ability to participate in or benefit from College educational programs, employment, or services. While discrimination based on these factors may be distinguished from sexual harassment, these types of discrimination may contribute to the creation of a hostile work or academic environment. Thus, in determining whether a hostile environment due to sexual harassment exists, the College may take into account acts of discrimination based on gender, gender identity, gender expression, sex- or gender-stereotyping or sexual orientation.

### REPORTING SEXUAL HARASSMENT OR SEXUAL VIOLENCE

Any member of the FIU community may report conduct that may constitute a violation of VAWA, including sexual harassment or sexual violence, to any supervisor, manager, or the Title IX Officer. An individual who believes he or she has been subjected to sexual harassment or sexual violence may file a complaint or grievance pursuant to the applicable complaint resolution or grievance procedures as outlined in the Employee and/or Student Handbooks. Such complaint or grievance may be filed either instead of or may be filed either instead of, or in addition to, making a report of sexual harassment to the Title IX Officer. A complaint or grievance alleging sexual harassment or sexual violence must meet all the requirements under the applicable complaint resolution or grievance procedure, including time limits for filing. If the person to whom harassment normally would be reported is the individual accused of harassment, reports may be made to any manager, supervisor, or designated employee. Managers, supervisors, and designated employees are required to notify the Title IX Officer or other appropriate official designated to review and investigate sexual harassment complaints when a report is received.

Any manager, supervisor, or designated employee responsible for reporting or responding to sexual harassment or sexual violence who knew about the incident and took no action to stop it or failed to report the prohibited act may be subject to disciplinary action.

Reports of sexual harassment or sexual violence should be brought forward as soon as possible after the alleged conduct occurs. Prompt reporting will better enable FIU to respond, determine the issues, and provide an appropriate remedy and/or action. All incidents should be reported even if a significant amount of time has passed. However, delaying a report may impede FIU's ability to conduct an investigation and/or to take appropriate remedial actions.

An individual who has made a report of sexual harassment or sexual violence also may file a separate complaint or grievance alleging that the actions taken in response to the report of sexual harassment or sexual violence did not follow the VAWA Policy. Such a complaint or grievance may not be filed to address a disciplinary sanction imposed upon the accused. Any complaint or grievance regarding the resolution of a report of sexual harassment or sexual violence must be filed within EEOC time limits for filing a charge. The time period for filing begins on the date the individual was notified of the outcome of the sexual harassment or sexual violence investigation or other resolution process pursuant to the VAWA Policy, and/or of the actions taken by the administration in response to the report of sexual harassment or sexual violence, whichever is the latter.



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### **RESPONSE TO REPORTS OF SEXUAL HARASSMENT OR SEXUAL VIOLENCE**

The university will provide a written explanation of available rights and options, including procedures to follow, when the College receives a report that the student or employee has been a victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off campus or in connection with any university program.

The Vice President of Student Services will issue a written statement of the findings of the investigation within fourteen (14) days of the completion of the investigation. The Findings Statement will be sent to the Complainant and Respondent via certified return receipt through the U.S. Postal System.

The Findings Statement will include a determination as to whether or not discrimination or harassment took place and any appropriate remedy or disciplinary actions up to and including termination of employment or expulsion from the university. Disciplinary actions shall be determined on a case-by-case basis. Discipline decisions that affect a student or students shall be made in accordance with the terms of the Student Code of Conduct found in the university's catalog.

Upon a finding of sexual harassment or sexual violence, university may offer remedies to the individual or individuals harmed by the harassment and/or violence consistent with applicable complaint resolution and grievance procedures. Both the complainant and the alleged perpetrator will be notified, in writing, about the outcome of the complaint and any appeal.

### **RETALIATION**

The VAWA Policy prohibits retaliation against a person who reports sexual harassment, sexual violence or other types of harassment, or someone who assists another person with a VAWA complaint, or a person who participates in any manner in an investigation or resolution of a complain under the VAWA Policy. Retaliation includes threats, intimidation, reprisals, and/or adverse actions related to employment or education.

### **BYSTANDER INTERVENTION**

FIU supports safe and positive options that may be carried out by an individual(s) to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking.

### **PRIVACY**

FIU shall protect the privacy of individuals involved in a report of sexual harassment or sexual violence to the extent permitted by law and School policies. A report of sexual harassment or sexual violence may result in the gathering of extremely sensitive information about individuals in the School community. While such information is considered confidential, School policy regarding access to public records and disclosure of personal information may require disclosure of certain information concerning a report of sexual harassment or sexual violence. In such cases, every effort shall be made to redact the records in order to protect the privacy of individuals.

An individual who has made a report of sexual harassment or sexual violence may be advised of sanctions imposed against the accused when the individual needs to be aware of the sanction in order for it to be fully effective (such as restrictions on communication or contact with the individual who made the report). In addition, when the offense involves a crime of violence or a non-forcible sex offense, the Family Educational Rights and Privacy Act permits disclosure to the complainant the final results of a disciplinary proceeding against the alleged accused, regardless of whether the School concluded that a violation was committed. Information regarding disciplinary action taken against the accused shall not be disclosed without the accused's consent, unless permitted by law as noted above, or unless it is necessary to ensure compliance with the action or the safety of individuals.



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### FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of personally identifiable information contained in a student's educational record. FERPA applies to all schools that receive funds under various programs from the U.S. Department of Education. The Act affords students certain rights with respect to their education records such as the following:

1. The right to inspect and review the student's education records within 45 days of the day Faith International University (FIU) receives a request for access. Students should submit to the registrar or other appropriate official, a written request that identifies the record(s) they wish to inspect. The appropriate FIU official will make arrangements for access and notify the student of the time and place where records may be inspected.
2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading. Students may ask FIU to amend the record that they believe is inaccurate or misleading. They should write the FIU official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If FIU decides not to amend the record as requested by the student, FIU will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment.

Generally, schools must have written permission from the student in order to release any information from a student's education record. However, FERPA allows schools to disclose educational records without consent under special circumstances.

The U.S. Department of Education's summary of the FERPA regulations lists the following conditions under which student records can be disclosed without consent:

1. School officials with legitimate educational interest;
2. Other schools to which a student is transferring;
3. Specified officials for audit or evaluation purposes;
4. Appropriate parties in connection with financial aid to a student;
5. Organizations conducting certain studies for or on behalf of the school;
6. Accrediting organizations;
7. To comply with a judicial order or lawfully issued subpoena;
8. Appropriate officials in cases of health and safety emergencies;
9. State and local authorities within a juvenile justice system, pursuant to state law;
10. Directory information (see paragraph below).

FERPA permits the following to be designated as directory information: the student's name, address, and telephone listing; email address; photograph; date and place of birth; major field of study; dates of attendance; grade level; enrollment status (e.g., undergraduate or graduate, full- or part-time); and the most recent educational institution attended.

The following are never designated as directory information: student social security numbers, citizenship, gender, religious preference, grades, and GPA.

**Note:** Under FERPA, students are also given the opportunity to file a request via email or signed letter annually to prevent disclosure of directory information ("opting out"). If a student opts out, FIU will not release any information on a student. For additional information, contact the Office of the Registrar ([registrar@faithseminary.edu](mailto:registrar@faithseminary.edu) or ext. 132). For additional FERPA information, go to [www.ed.gov](http://www.ed.gov).



## CONSUMER INFORMATION

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### **REQUEST FOR CONFIDENTIALITY**

Confidential resources, outside/third party counseling sources are available for individuals who may be interested in bringing a report of sexual harassment or sexual violence with a safe place to discuss their concerns.

Individuals who consult with confidential resources shall be advised that their discussions in these settings are not considered reports of sexual harassment or sexual violence and that without additional action by the individual, the discussions will not result in any action by the School to resolve their concerns.

An individual's requests regarding the confidentiality of reports of sexual harassment or sexual violence will be considered in determining an appropriate response; however, such requests will be considered in the dual contexts of the university's legal obligation to ensure a working and learning environment free from sexual harassment and sexual violence and the due process rights of the accused to be informed of the allegations and their source. Some level of disclosure may be necessary to ensure a complete and fair investigation, although the university will comply with requests for confidentiality to the extent possible.

### **EMPLOYEE DISCIPLINARY ACTIONS FOR VIOLATIONS OF VAWA POLICY**

FIU reserves the right to determine on case- by-case basis, with regard to proven or admitted violations of the VAWA Policy, disciplinary action to be taken with regard to any School employee.

Disciplinary action resulting from a determination that a violation of the VAWA policy occurred, may include but are not limited to: unpaid suspension from work, altered work schedule, training or education specific to the offense, and termination of employment without the opportunity to re-apply for future employment. FIU, and at its sole discretion, may also combine various disciplinary actions it deems appropriate for the violation finding.

The final decision for any disciplinary action taken will be made at the sole discretion of the School's responsible officers and communicated by the Title IX Coordinator. This decision may not be appealed.

### **STUDENT DISCIPLINARY ACTIONS FOR VIOLATIONS OF VAWA POLICY**

The School reserves the right to determine on case by case basis, with regard to proven or admitted violations of the VAWA Policy, disciplinary action to be taken with regard to any FIU student.

Disciplinary action resulting from a determination that a violation of the VWA policy occurred, may include but are not limited to: suspension from school, altered class schedule, training or education specific to the offense, community service requirements at a location determined by the school, and withdrawal from the school without the opportunity to re-enroll. FIU, at its sole discretion may also combine various disciplinary actions it deems appropriate for the violation finding. The final decision for any disciplinary action taken will be made at the sole discretion of the School's responsible officers and communicated by the Title IX Coordinator. This decision may not be appealed.

### **ADDITIONAL ENFORCEMENT INFORMATION**

The Federal Equal Employment Opportunity Commission (EEOC) investigates complaints of unlawful harassment, including sexual violence, in employment. The U.S. Department of Education Office for Civil Rights (OCR) investigates complaints of unlawful harassment and sexual violence by students in educational programs or activities. These agencies may serve as neutral fact finders and attempt to facilitate the voluntary resolution of disputes with the parties. For more information, contact the nearest office of the EEOC or OCR.



## CONSUMER INFORMATION

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### RESPONSIBLE TITLE IX OFFICER(S)

Title IX Administrator: John Wheeler, Vice President of Student Services, (253) 752-2020, ext. 120, [jwheeler@faithseminary.edu](mailto:jwheeler@faithseminary.edu).

### FAITH INTERNATIONAL UNIVERSITY SEX OFFENSE PREVENTION

FIU is dedicated to the prevention of sexual assault, and promotes the awareness of rape, acquaintance rape, and other forcible and non-forcible sex offenses. For additional resources please visit the website listed below to learn what is considered abuse, what to do if one finds themselves in an abusive relationship and how to create a personalized safety plan. <http://www.loveisrespect.org/>

### SEX OFFENDER REGISTRIES

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends The Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act, and the Family Educational Rights and Privacy Act of 1974, the School Office of Campus Security is providing the following links:

<http://www.dpscs.state.md.us/onlineservs/socem/default.shtml> and <http://www.nsopr.gov>

The "Campus Sex Crimes Prevention Act" requires sex offenders who are enrolled in or work at institutions of higher education to register with the state's sex offender registration program. In turn, the state is obligated to notify the school's law enforcement unit as soon as possible.

### ADDITIONAL ENFORCEMENT INFORMATION

The Federal Equal Employment Opportunity Commission (EEOC) investigates complaints of unlawful harassment, including sexual violence, in employment. The U.S. Department of Education Office for Civil Rights (OCR) investigates complaints of unlawful harassment and sexual violence by students in educational programs or activities. These agencies may serve as neutral fact finders and attempt to facilitate the voluntary resolution of disputes with the parties. For more information, contact the nearest office of the EEOC or OCR.

### TIMELY WARNINGS

Information on criminal incidents and other campus emergencies that occur, either on or off campus, that, in the judgment of the School Campus Safety Authority constitutes an ongoing or continuing threat to the campus community, a campus wide "timely warning" will be issued. The information included in the warning may include but is not limited to the type of incident, the location of the incident, the date and time of the incident, and how the campus community should respond. Distribution will be made through email and written notifications placed strategically throughout campus. The warning will only be issued after it is determined that it will not compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.



## CONSUMER INFORMATION

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### **POSSESSION OF FIREARMS, FIREWORKS, EXPLOSIVES OR WEAPONS**

FIU conforms to Washington's statute which addresses the possession of weapons on or within 1,000 feet of a school. Violation of this policy will result in appropriate action, including, but not limited to expulsion, dismissal, and/or criminal prosecution, if a student or visitor to campus engages in any of the following:

- Using, possessing, distributing manufacturing, maintaining, transporting or receiving, within any location on School property or at any School sponsored event, any of the following weapons as defined below:
- Firearm or weapon whether operable or inoperable is defined as any object of like character, including but not limited to paintball guns, BB/pellet guns, potato guns, air soft guns or any device which propels a projectile of any kind;
- Knife having a blade of two or more inches;
- Straight edge razor or razor blade;
- Spring stick;
- Bat, club, or other bludgeon type weapon;
- Nun Chaka, nun chuck, nunchaku, or shuriken;
- Throwing star or oriental dart;
- Stun gun or Taser;
- Any destructive device, detonator, explosive, incendiary, over-pressure device or any explosive materials.
- The possession of a valid firearms permit or a valid license to carry a concealed weapon, does not exempt students from the provisions of this policy.



## CONSUMER INFORMATION

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### NETWORK USAGE POLICIES

The network is to be used in accordance with the mission of FIU as a tool to enhance education and is not available for unrestricted use for other purposes. The following policies address the proper use of the School's network. These policies are subject to change.

- Unauthorized networking equipment (such as routers and wireless access points, etc.) is prohibited from use on the network. Network services and wiring may not be modified or extended beyond their intended use. This policy applies to all School network infrastructure and services.
- Users may not manually assign an IP address to any network device. Doing so may disrupt connectivity for other users.
- Users of the School's network may not provide access to resources on the local network to anyone outside of the Campus community for any purpose unless accomplished by means approved by Information Technology Services (ITS).
- Computer names, computer descriptions, and messages broadcast across the network should not be defamatory, lewd, or obscene.
- Federal law prohibits the transmission (sharing) of copyrighted materials without express written permission from the copyright holder. Copyrighted works (including but not limited to original writings, software, movies and music) may not be shared on the local network without written permission of the copyright holder. Per Title 17 and Title 18 of US Code, penalties may include up to \$150,000 in civil liability and up to five years in prison for a first offense.
- FIU prohibits the installation of peer-to-peer software such as but not limited to KaZaA, Napster, Gnutella, FreeNet, WinMX, Morpheus, and AOL Messenger-AIM, MSN Messenger, ICQ, on any computing device connected to the School's network. FIU reserves the right to restrict access to any service detrimental to the School's technology resources. Attempts to bypass these restrictions will be considered a violation of this policy.
- FIU does not allow network users to run unauthorized SMTP, DHCP, or directory services on any networks. Defective, malfunctioning, compromised or misconfigured equipment on the network will be disabled without prior notification.
- Unauthorized registration of a domain to a School IP address is prohibited. This includes but is not limited to direct DNS resolution and DNS aliasing. Unauthorized hardware and/or software used to detect and/or exploit network vulnerabilities are forbidden on FIU networks. Forgery or other misrepresentation of one's identity via electronic or any other form of communication is prohibited regardless of intent.
- Violation of these policies will result in penalties up to and including expulsion.

The Federal Equal Employment Opportunity Commission (EEOC) investigates complaints of unlawful harassment, including sexual violence, in employment. The U.S. Department of Education Office for Civil Rights (OCR) investigates complaints of unlawful harassment and sexual violence by students in educational programs or activities. These agencies may serve as neutral fact finders and attempt to facilitate the voluntary resolution of disputes with the parties. For more information, contact the nearest office of the EEOC or OCR.



## CLERY ACT CRIME STATISTICS / ON CAMPUS

OFFENSE	LOCATION*	2016		2015		2014	
		OCCURANCES	HATE CRIMES	OCCURANCES	HATE CRIMES	OCCURANCES	HATE CRIMES
Murder/Non-Negligence Manslaughter	On Campus	0	0	0	0	0	0
Negligent Manslaughter	On Campus	0	0	0	0	0	0
Sex Assault, Forcible	On Campus	0	0	0	0	0	0
Rape	On Campus	0	0	0	0	0	0
Fondling	On Campus	0	0	0	0	0	0
Sex Assault, Non-Forcible	On Campus	0	0	0	0	0	0
Incest	On Campus	0	0	0	0	0	0
Statutory Rape	On Campus	0	0	0	0	0	0
Domestic Violence	On Campus	0	0	0	0	0	0
Dating Violence	On Campus	0	0	0	0	0	0
Stalking	On Campus	0	0	0	0	0	0
Robbery	On Campus	0	0	0	0	0	0
Larceny-Theft	On Campus	0	0	0	0	0	0
Intimidation	On Campus	0	0	0	0	0	0
Simple Assault	On Campus	0	0	0	0	0	0
Aggravated Assault	On Campus	0	0	0	0	0	0
Burglary	On Campus	0	0	0	0	0	0
Motor Vehicle Theft	On Campus	0	0	0	0	0	0
Arson	On Campus	0	0	0	0	0	0
Destruction/Damage/Vandalism	On Campus	0	0	0	0	0	0
Liquor Law Arrests	On Campus	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	On Campus	0	0	0	0	0	0
Drug Law Arrests	On Campus	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	On Campus	0	0	0	0	0	0
Illegal Weapons Possession Arrests	On Campus	0	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	On Campus	0	0	0	0	0	0
Unfounded Crimes	On Campus	0	0	0	0	0	0

\* Faith International University does not maintain any residential facilities.

The Faith International University Clery Act Report is available in hardcopy format upon written request. For hardcopies, please email [registrar@faithseminary.edu](mailto:registrar@faithseminary.edu).



# CLERY ACT CRIME STATISTICS / ADJOINING PROPERTIES

## ADJACENT TO PROPERTY INCIDENTS REPORTED FROM JULY 2016 - AUGUST 2017

	2016	2017	
OFFENSE	OCCURANCES	OCCURANCES	REPORTED BY TACOMA POLICE DEPARTMENT
Property Crime	8	16	
Theft	9	5	
Theft of Vehicle	14	11	
Assault	2	2	
Assault with a Deadly Weapon	0	1	
Robbery	2	0	
Drugs	1	1	
Breaking & Entering	3	6	
Registered Sex Offenders in Area	1	2	



## DRUG & ALCOHOL POLICY

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The possession, sale, and/or use of any drug identified as a controlled substance or as illicit as defined under United States federal law is prohibited on the campus of the institution or at any off-campus function sponsored by the institution. Alcohol is prohibited on the campus—except for wine used for an approved worship service incorporating Holy Communion—but only with prior permission from the President or Executive Dean. The institution administers the following Drug and Alcohol Policy in compliance with the Drug Free Schools and Communities Act Amendment of 1989 (Public Law 101-226):

1. Unlawful possession, use, or distribution of illicit drugs or alcohol by students on its property or as part of any of its activities is specifically prohibited and is a violation of local, state, and federal laws. The institution will observe all local, State, and federal laws relating to drug and alcohol abuse, including referral to local authorities for arrest or prosecution. The courts will determine penalties for violations of these laws.
2. Any student convicted, including a guilty plea or plea of *nolo contendere*, by a court of law of being under the influence of illicit drugs or of illicit possession or distribution of drugs, on- or off-campus, is sufficient cause for a minimum one-year suspension. Professional counseling during the suspension period may be required as a condition for future enrollment. A subsequent offense of the same nature during the suspension period is sufficient cause for termination of enrollment after due process.
3. Any student convicted, including a guilty plea or plea of *nolo contendere*, by a court of law of being under the influence of alcohol or of illicit possession or distribution of alcohol on- or off-campus, is sufficient cause for a minimum one-year suspension. Professional counseling during the suspension period may be required as a condition for future enrollment. A subsequent offense of the same nature during the suspension period is sufficient cause for termination of enrollment after due process.
4. Any student arrested for unlawful use, possession, or distribution of illicit drugs or alcohol, on- or off-campus, may be placed on probation until resolution of any court proceeding. Upon conviction, including a guilty plea or plea of *nolo contendere*, FIU will observe the above-referenced provisions.

The primary intent of the Drug and Alcohol Policy is to be preventative and remedial. Faith International University provides readily available information about the physical and psychological dangers of drug and alcohol abuse in publications such as the Academic Catalog, Student Handbook, and Employee Handbook. In addition, institutional regulations about drugs and alcohol are addressed during orientation. The institution can, upon request, provide referrals for a student or employee struggling with or addicted to drugs or alcohol. The Drug Free Schools and Communities Act Amendment requires that “a description of the applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol” be available.

The school desires to assist any student to obtain pertinent information on drug abuse or to enter an appropriate, medically supervised treatment program. Violation of these standards by any student will be reason for mandatory evaluation and/or treatment for a substance abuse disorder or for disciplinary action up to, and including, dismissal from school. The intent of this program and participation by the school is to be preventative and remedial. Students are subject to the school’s disciplinary action and referral to local authorities for violation of the school’s drug policy.



## DRUG & ALCOHOL POLICY

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### SMOKING

Smoking or other use of tobacco products is not permitted anywhere on campus.

### HEALTH RISKS

The use of drugs and alcohol bring with it many dangers to an individual's mental and physical health. Tolerance and the overall effect of a drug can vary greatly from person to person. Usage of drugs and alcohol can lead to abuse, addiction, serious health problems, or even death. Legal drugs (including prescription and over-the-counter drugs) can be just as dangerous as illegal drugs. The health risks may encompass several different symptoms, including heart disease, depression, and overall changes in behavior.

For more information on health risk, please see the health risk information from the **U.S. Drug Enforcement Agency** at (<http://www.justice.gov/dea/druginfo/factsheets.shtml>) and the **Center for Disease Control** (<http://www.cdc.gov/alcohol/fact-sheets/alcohol-use.htm>).

### TREATMENT AND RECOVERY

One of the many health risks of regular substance use may include addiction. Students who feel they may have a problem with substance abuse are urged to seek support and assistance. School employees, students, and volunteers may call the Washington Recovery Help Line, which provides 24-hour help for substance abuse and related problems, and can be reached at (866) 789-1511. The Washington Recovery Helpline (<https://www.warecoveryhelpline.org/>) website contains information about and links to recovery resources. Also, available online is a Directory of Certified Chemical Dependency Services in Washington State, published by the state Department of Social and Health Services.

Other treatment and rehabilitation programs for those dealing with substance abuse include, but are not limited to, the following:

#### **National Council on Alcoholism and Drug Dependence Hopeline (NCADD)**

Telephone: 1-800-NCA-CALL (622-2255)

Website: [www.ncadd.org](http://www.ncadd.org)

#### **Substance Abuse and Mental Health Services Administration (SAMHSA)**

##### **Administration (SAMHSA)**

Telephone: 1-800-662-HELP (4357)

Website: [www.samhsa.gov](http://www.samhsa.gov)

Treatment Finder: [www.findtreatment.samhsa.gov](http://www.findtreatment.samhsa.gov)

#### **National Institute on Alcohol Abuse and Alcoholism (NIAAA)**

Telephone: 1-800-662-HELP (4357)

Website: [www.niaaa.nih.gov](http://www.niaaa.nih.gov)

Treatment Finder:

[www.niaaa.nih.gov/alcohol-health/support-treatment](http://www.niaaa.nih.gov/alcohol-health/support-treatment)

#### **National Institute on Drug Abuse (NIDA)**

Telephone: 1-800-662-HELP (4357)

Website: [www.drugabuse.gov](http://www.drugabuse.gov)

#### **Alcoholics Anonymous (AA)**

Website: [www.aa.org](http://www.aa.org)

To find an AA community near you:

[www.aa.org/pages/en\\_US/find-aa-resources](http://www.aa.org/pages/en_US/find-aa-resources)

#### **Al-Anon/Alateen**

Telephone: 1-888-4AL-ANON (425-2666)

Website: [www.al-anon.alateen.org](http://www.al-anon.alateen.org)

#### **Cocaine Anonymous**

Telephone: 1-800-347-8998

Website: [www.ca.org](http://www.ca.org)

Additional referrals may be obtained by consulting the Office of the Vice President of Student Services.



## DRUG & ALCOHOL POLICY

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### ADDENDUM / DRUG FREE CAMPUS AND WORKPLACE POLICY

Faith International University is committed to providing a drug-free campus and workplace environment. As an institution of higher education, the College recognizes the need to establish a drug and alcohol awareness program to educate faculty, staff and students about the dangers of drug and alcohol abuse. This policy is established as required by the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act of 1989.

### DRUG-FREE ZONE

As regulated at Title 21, USC, Section 860: distribution, possession with the intent of distribution, or manufacture of a controlled substance in, or within 1,000 feet of the real property comprising Faith International University, is subject to additional penalties as defined in that code. The following is a partial list of illicit drugs considered to be controlled substances by the State of Washington (RCW 69.50): Narcotics (opium and cocaine, and all drugs extracted, derived, or synthesized from opium and cocaine, including crack cocaine and heroin); methamphetamine; barbiturates; and hallucinogenic substances (LSD, peyote, mescaline, psilocybin, PCP, THC, MDA, STP).

#### A. State Penalties for Illegal Sale of Controlled Substances

The illegal sale of any controlled substance is punishable by up to 5 years in prison, \$10,000 fine, or both.

#### B. State Penalties for Illegal Manufacture or Delivery of Controlled Substances

Narcotics: up to 10 years in prison, \$25,000-\$100,00 fine, or both. Non-narcotics: up to five years in prison, \$10,000 fine, or both.

#### C. State Penalties for Possession of Controlled Substances

Possession of any controlled substance is punishable by up to five years in prison, a \$10,000 fine, or both. More severe penalties are provided for persons convicted of providing controlled substances to minors and for repeat offenses.

Civil penalties of up to \$10,000 may also be imposed for possession of small amounts of controlled substances, whether or not criminal prosecution is pursued.

**Note:** *While the institution recognizes that RCW 69.50 et seq. and RCW 69.51A et seq. are now state law, these state laws do not repeal or modify federal laws.*

### DRUG FREE AWARENESS PROGRAM

All employees and students are informed that the college has established a Drug Free Awareness Program informing students and employees via institutional catalog and posted flyers on campus about:

- Our policy of maintaining a drug-free school;
- Any available drug counseling, rehabilitation, and student assistance programs; and
- The penalties that may be imposed upon students for drug above violations occurring on College property, as defined above.



## DRUG & ALCOHOL POLICY

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### POSSESSION, SALE AND/OR CONSUMPTION OF NON-PRESCRIPTION AND ILLEGAL DRUGS

No student may be in illegal possession of, deliver, dispense, distribute, administer, manufacture or wholesale any controlled substance, including marijuana, narcotics, hallucinogens, and other chemical analog or drug-related paraphernalia prohibited by State or Federal Drug Laws. (Federal law requires that students be informed that Federal and State laws prohibit possession and/or use of illicit drugs. Faith International University complies with Federal and State laws regarding illicit drugs. The College reserves the right to investigate any suspicious activity regarding nonprescription and illegal drugs. Investigation may include but is not limited to classroom and/or vehicle inspection, canine drug scan or drug screening in cases of strong suspicion of drug use. (Refusal to submit to these measures at time of request may be viewed as strong evidence, which may result in suspension.)

FAITH INTERNATIONAL UNIVERSITY has a “Zero-Tolerance” policy regarding the unlawful use, sale, possession or distribution of illegal drugs and alcohol on School property, or as part of any School activity. Misconduct violations relating to the Student, Faculty and/or Employee Codes of Conduct are subject to disciplinary actions. Consequences for inappropriate behavior can be severe, up to and including dismissal from the college. If any individual is apprehended for violating any alcohol or other drug related law while at a college location or activity, the college will fully cooperate with federal and state law enforcement agencies. The college abides by federal Drug-Free Workplace and Drug-Free Schools and Communities Act regulations regardless of individual state legalization.

### DESCRIPTION OF HEALTH RISKS

Drugs and/or alcohol use contribute to:

- 65% of all suicides
- 70% of all drowning deaths
- 83% of all fire deaths
- 50% of all motor vehicle accidents
- 70% of all homicides

*The following are descriptions of dangerous drugs:*

ALCOHOL is a potentially addictive drug of significant physical and psychological consequence. Alcohol is a central nervous system depressant that affects all neurological functions. At relatively low levels it affects one’s judgment and decision-making, and at higher levels it impairs the functioning of one’s vital organs and can result in a coma or death. Alcohol is an irritant to the gastrointestinal tract and moderate overindulgence ordinarily results in nausea, vomiting, and diarrhea. In addition to these significant physical consequences, there are several less obvious consequences to alcohol use. For example, the effects of alcohol on sleep have been well documented. Consuming several drinks before bedtime has been found to decrease the amount of REM (rapid eye movement) or dreaming sleep. The consequences of being deprived of REM sleep are impaired concentration and memory, as well as anxiety, tiredness, and irritability. Additionally, research has demonstrated that alcohol tends to decrease fear and increase the likelihood that an individual will accept risks. This lack of inhibition and judgment is a major contributor to the extraordinarily high percentage of serious accidents and accidental deaths related to alcohol use. Prolonged and excessive use of alcohol usually causes progressively more serious erosion of the gastrointestinal tract lining ranging from gastritis to ulcers and hemorrhage. Damage to the pancreas is frequent among those who have used alcohol. Interestingly, while 10% of the adult population is estimated to be addicted to beverage alcohol, (i.e., they are alcoholics), this 10% of the population comprises 35% of those hospital in-patients who receive major surgery in any given year. Alcoholism is the third major killer in the United States, second to heart disease and cancer, and acute alcohol intoxication is the second leading cause of death by poisoning.



## DRUG & ALCOHOL POLICY

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MARIJUANA (CANNABIS) (NICOTINA GLAUCA) is an illegal drug that impairs memory, perception, judgment, and hand-eye coordination skills. The tar content in cannabis smoke is at least 50% higher than that of tobacco and thus smokers run the added risk of lung cancer, chronic bronchitis, and other lung diseases. Recently, the medical community has diagnosed the existence of an AA motivational syndrome that affects moderate to chronic users and includes symptoms of loss of energy, motivation, effectiveness, concentration, ability to carry out long-term plans, and performance in school and work.

LSD (LYSERGIC ACID DIETHYLAMIDE) is a semi-synthetic drug regarded as a hallucinogenic. Short-term effects of this drug are generally felt within an hour of consumption and may last from two to 12 hours. Physiologically the user experiences increased blood pressure, rise in body temperature, dilated pupils, rapid heartbeat, muscular weakness, trembling, nausea, chills, numbness, loss of interest in food, and hyperventilation. Fine motor skills and coordination are usually impaired, as are perception, thought, mood, and psychological processes. Long-term effects may include flashbacks, weeks and even months after taking the drug, mental illness, prolonged depression, anxiety, psychological dependence, and suicidal thoughts.

PCP (PHENCYCLIDINE HYDROCHLORIDE) is a white crystalline powder that was originally used as a local anesthetic, but due to extreme side effects, was discontinued in 1967. In humans, PCP is a difficult drug to classify in that reactions may vary from stupor to euphoria and resemble the effects of a stimulant, depressant, anesthetic, or hallucinogen. Short-term effects include hyperventilation, increase in blood pressure and pulse rate, flushing and profuse sweating, general numbness of the extremities, and muscular in coordination. At higher doses, it causes nausea, vomiting, blurred vision, loss of balance, and disorientation. It produces profound alteration of sensation, mood and consciousness, and can cause psychotic states in many ways indistinguishable from schizophrenia. Large doses have been known to cause convulsions, permanent brain damage, and coma.

PSILOCYBIN is a hallucinogenic drug occurring naturally in about 20 species of Mexican mushrooms and is also produced synthetically. It is a white powder made of fine crystals and distributed in tablet, capsule, or liquid form. Shortly after taking psilocybin, a user may experience increased blood pressure, rapid heartbeat, and an increase in body temperature, dry mouth, dilated pupils, and some degree of agitation or excitement. This is followed by a decrease in the ability to concentrate or stay in touch with reality. (Hallucinations, as well as altered perceptions of time and space, may occur.) The effects are usually shorter lasting than those of LSD, yet the dangers are very similar.

COCAINE is a naturally occurring stimulant drug which is extracted from the leaves of the cocoa plant. Cocaine is sold as a white translucent crystalline powder frequently cut to about half its strength by a variety of other ingredients including sugars and cleaning powders. It is one of the most powerfully addictive drugs in use today. Short-term effects of cocaine include constricted peripheral blood vessels, dilated pupils, increased heart rate and blood pressure. It also causes appetite suppression, pain indifference, possible vomiting, visual, auditory, and tactile hallucinations, and occasionally paranoia. Long-term effects include nasal congestion, collapse of nasal septum, restlessness, irritability, anxiety, and depression. Overdoses or chronic use may result in toxicity which includes symptoms of seizures followed by respiratory arrest, coma, cardiac arrest, and/or death.

COCAINE FREE-BASE OR CRACK is the result of converting street cocaine to a pure base by removing the hydrochloric salt in many of the "cutting" agents. The end result is not water soluble, and therefore, must be smoked. It is much more dangerous than cocaine because it reaches the brain in seconds, and the intensified dose results in a sudden and intense physical reaction. This response lasts a few minutes and is followed by deep depression, loss of appetite, difficulty in sleeping, feeling revulsion for self, and worries and obsessions about getting more crack. Consequently, users often increase the dose and frequency of use resulting in severe addiction that includes physical debilitation and financial ruin. Physiologically, seizures followed by respiratory arrest and coma or cardiac arrest and death may accompany long-term use.



## DRUG & ALCOHOL POLICY

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AMPHETAMINES are central nervous system stimulants that were once used medically to treat a variety of symptoms including depression and obesity. They may be taken orally, sniffed, or injected into the veins. Short-term effects disappear within a few hours and include reduction of appetite, increased breathing and heart rate, raised blood pressure, dilation of pupils, dry mouth, fever, sweating, headache, blurred vision and dizziness. Higher doses may cause flushing, rapid and irregular heartbeat, tremor, loss of coordination, and collapse. Death has occurred from ruptured blood vessels in the brain, heart failure, and very high fever. Psychological effects include increased alertness, postponement of fatigue, a false feeling of well-being, restlessness, excitability, and a feeling of power. Long-term effects include drug dependence and the risk of drug induced psychosis. Withdrawal includes extreme fatigue, irritability, strong hunger, and deep depression that may lead to suicide.

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### DRUG AND ALCOHOL COUNSELING

More information about alcohol and drugs and the risks they pose to health is available from the Campus Director. Outside counseling services and support groups are available.

### PARENT NOTIFICATION FOR DRUG & ALCOHOL VIOLATIONS

In accordance with the Higher Education Amendments of 1998 to the Family Educational Rights and Privacy Act (FERPA) of 1974, Faith International University has the right to notify the parent or legal guardian of a student who is under the age of 21 when the student has been found guilty through disciplinary channels of violating any school rule regarding alcohol or illegal drugs. Faith International University also reserves the right to notify parents at any time regarding matters of student discipline.



## EMERGENCY ACTION PLAN

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### EMERGENCY PERSONNEL

Designated responsible officials are as follows:

- John Wheeler, *Dean of Students*
- Laura Gunnarson, *Financial Aid Director*

### EVACUATION ROUTES

Evacuation route maps have been posted in all classrooms, common areas, and outside of each stairwell. All campus personnel and students should be familiar with the evacuation routes and assembly points. The following information is posted on each evacuation map:

- Emergency Exits
- Primary and secondary evacuation routes
- Location of fire extinguishers
- Fire alarm pull stations
- Assembly points

### EMERGENCY REPORTING & EVACUATION PROCEDURES

Types of emergencies to be reported by site personnel are:

- Medical
- Fire
- Incumbent Weather
- Earthquakes
- Bomb Threat
- Suspicious Individual(s)

### MEDICAL EMERGENCY

Call 911 and provide the following information:

- Nature of medical emergency;
- Location of the emergency (address, building, floor, room number etc.);
- Your name and phone number from where you are calling. (Do not move victim unless absolutely necessary.)

### FIRE EMERGENCY

IF FIRE IS DISCOVERED:

- Activate the nearest fire alarm pull station
- Notify the local Fire Department by calling 911.
- If the fire alarm is not available, notify everyone about the fire emergency by overhead paging system or cell phones.

FIGHT THE FIRE ONLY IF:

- The Fire Department has been notified.
- The fire is small and is not spreading to other areas.
- Escaping the area is possible by backing up to the nearest exit.
- The fire extinguisher is in working condition and you have read the instructions located on the extinguisher.



# EMERGENCY ACTION PLAN

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**UPON BEING NOTIFIED ABOUT A FIRE EMERGENCY, OCCUPANTS MUST:**

- Leave the building using the designated escape routes.
- Assemble in the designated area (in the furthest point of the parking lot)
- Remain outside until the competent authority announces that it is safe to reenter.

**DESIGNATED OFFICIAL EMERGENCY COORDINATOR/SUPERVISORS MUST:**

- Provide the Fire Department personnel with the necessary information about the facility.
- Assist all physically-challenged employees and/or students in emergency evacuation.
- Ensure that all employees have evacuated the area/floor.

**BOMB THREAT PROCEDURES**

Pretend difficulty hearing and keep caller talking – If caller seems agreeable to further conversation, ask questions like:

- When will it go off?
- Where is it located?
- What kind of package is it in?
- How do you know so much about the bomb?
- What is your name and address?

If building is occupied, inform caller that detonation could cause injury or death. Try to attract attention of someone nearby you and write a note advising of the threat and to call 911 and relay information about call.

Did the caller appear familiar with plant or building (by his/her description of the bomb location)? Write out the message in its entirety and any other comments on a separate sheet of paper and attach to the following checklist. Notify your supervisor immediately.

**BOMB THREAT PROCEDURES CHECKLIST**

The following page contains the information checklist on what to do in case of a bombing.



# EMERGENCY ACTION PLAN

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## TELEPHONE BOMB THREAT CHECKLIST

BE CALM, COURTEOUS; LISTEN; DO NOT INTERRUPT THE CALLER.

Operator Name: \_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_

Caller's Identity:  Male     Female     Approx. Age

Origin of Call:     Local     Long Distance     Cell

CHECK AS MANY AS APPLICABLE

**Voice Characteristics:**    **Speech Pattern**    **Language**

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- |                                      |                                   |                                  |
|--------------------------------------|-----------------------------------|----------------------------------|
| <input type="checkbox"/> Loud        | <input type="checkbox"/> Slow     | <input type="checkbox"/> Clear   |
| <input type="checkbox"/> Soft        | <input type="checkbox"/> Distinct | <input type="checkbox"/> Good    |
| <input type="checkbox"/> Fast        | <input type="checkbox"/> Stutter  | <input type="checkbox"/> Jumbled |
| <input type="checkbox"/> High Pitch  | <input type="checkbox"/> Slurred  | <input type="checkbox"/> Fair    |
| <input type="checkbox"/> Deep        | <input type="checkbox"/> Other    | <input type="checkbox"/> Poor    |
| <input type="checkbox"/> Raspy       |                                   | <input type="checkbox"/> Nasal   |
| <input type="checkbox"/> Pleasant    |                                   | <input type="checkbox"/> Foul    |
| <input type="checkbox"/> Intoxicated |                                   |                                  |

**Accent**    **Manner**    **Background Noises**

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- |                                    |                                     |                                    |
|------------------------------------|-------------------------------------|------------------------------------|
| <input type="checkbox"/> Local     | <input type="checkbox"/> Calm       | <input type="checkbox"/> Factory   |
| <input type="checkbox"/> Not Local | <input type="checkbox"/> Angry      | <input type="checkbox"/> Trains    |
| <input type="checkbox"/> Foreign   | <input type="checkbox"/> Rational   | <input type="checkbox"/> Machines  |
|                                    | <input type="checkbox"/> Emotional  | <input type="checkbox"/> Music     |
|                                    | <input type="checkbox"/> Righteous  | <input type="checkbox"/> Animals   |
|                                    | <input type="checkbox"/> Irrational | <input type="checkbox"/> Quiet     |
|                                    | <input type="checkbox"/> Coherent   | <input type="checkbox"/> Office    |
|                                    | <input type="checkbox"/> Incoherent | <input type="checkbox"/> Voices    |
|                                    | <input type="checkbox"/> Laughing   | <input type="checkbox"/> Street    |
|                                    |                                     | <input type="checkbox"/> Airplanes |
|                                    |                                     | <input type="checkbox"/> Traffic   |
|                                    |                                     | <input type="checkbox"/> Party     |



# EMERGENCY ACTION PLAN

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## NATURAL DISASTERS & SEVERE WEATHER

### EARTHQUAKES

An earthquake is like Earth having a really bad day. Energy builds up underground when plates boundaries push, pull, or rub against each other. After a while, the stress becomes too much and the rock underground breaks. This releases a massive amount of energy, similar to an explosion. Earthquakes are powerful and dangerous, and proper precautions and preparation should be taken. Here are the Earthquake Red Cross Instructions. To do list:

#### *When the Shaking Begins*

- Drop, Cover, and Hold On
- Move only a few steps to a nearby safe place
- Stay indoors until the shaking stops and you are sure it is safe to exit.
- Stay away from windows
- Expect fire alarms and sprinklers to go off during a quake

#### *If Outdoors*

- Find a clear spot away from buildings, tress, and power lines and drop to the ground.
- If in a car, slow down and drive to a clear spot.
- Stay in the car until the shaking stops

#### *When the Shaking Stops*

- Check others for injuries
- Give first aid for serious injuries
- Look for and extinguish small fires
- Eliminate fire hazards, turn off the gas if your smell gas or think it is leaking
- Listen to the radio for instructions
- Expect aftershocks

## SCHOOL CLOSURE DUE TO WEATHER EMERGENCY

In the event of a weather emergency, FIU will constantly evaluate the storm's progress. When evaluating whether to close, FIU will typically follow the actions taken by the local School District. In the event of a closing, students and staff will be notified via the website, area news stations, mass email and the Emergency Notification System (SMS).



## EMERGENCY ACTION PLAN

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### SUSPICIOUS PERSON

If you see a suspicious person on campus, contact the campus director and in extreme cases call 911. Report as much information as possible including:

- What the person(s) is/are doing
- The location
- Physical and clothing description of those involved
- Vehicle description and license plate number, if appropriate
- Direction of travel when last seen, etc.

Assist Safety Officer or Police when they arrive by providing all information that may be of use. If there is gunfire or an explosion, you should take cover immediately using all available concealment. If you are in an office, lock the door and take cover in an area where you will not be visible. Avoid all communications until it is safe to do so. After the disturbance, seek emergency first aid if necessary.

### *Do Not*

- Approach the suspicious person;
- Allow them access into a locked or secured area;
- Block their access to an exit.

### OTHER EMERGENCIES

Other emergencies will be designated as a potential health or safety risk by the Campus Security Authorities/ Campus Director will be handled based on the emergency. The Campus Security Authorities/Campus Director will determine such a situation exists by accessing the potential immediate risk to students, faculty and staff of the college. If notification of the students is required and there is no situation where notification would, in the professional judgment of the responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency, a list of names for that location will be pulled via the Campus Management Software and an email will be sent to all student's email account, created for them upon their first term of enrollment.

### ANNUAL EMERGENCY RESPONSE TEST

The emergency response and evacuation procedures will be tested annually. On even years the testing will be conducted during spring term and on odd years the testing will be completed during fall term so that the majority of students might benefit from the testing and information distribution. Tests may be announced or unannounced based on the test done for that year. Publication of the emergency plan will be posted via an email within a month of the test procedure. The test will be documented and evaluated after the test by the Campus Director.

### CRITICAL OPERATIONS

During some emergency situations, it will be necessary for John Wheeler (Campus Director) and Laura Gunnarson to remain at the work areas to perform critical operations. Assignments during the event of immediate closure of building performed by the campus director are: *Powering down all unnecessary equipment, moving all free outdoor items to a secure location, cover all computers, copiers, scanners, and printers with plastic and lock all doors within the campus upon confirmation that all employees/students have vacated the area.*



## EMERGENCY ACTION PLAN

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### NOTIFICATION

In the event that a situation arises, either on or off the FIU campus, that, in the judgment of the Campus Authorities, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning may be issued through several forms of communication, such as: The Emergency Notification System, an email to students, and a Text Message for those students that have opted in.

Text Messages will only be used in emergency situations not for testing purposes. Emails and alerts on the Portal System will be used in testing. Anyone with information warranting a timely warning should report the circumstances to Campus Security or their Instructor.

### SAMPLE EMERGENCY EMAIL

*Dear Student,*

*There is currently a situation that exists at the Faith International University campus.  
For your safety please follow the following procedure outlined in the Jeanne Clery Act:*

*<<Insert procedure for sspecific emergency>>*

*The full emergency document can be found at [faithseminary.edu](http://faithseminary.edu).*

*Thank you,*

*John Wheeler III,  
Dean of Students*

### SAMPLE EMERGENCY SYSTEM TEST EMAIL

*We are currently conducting a test of the emergency plan at Faith International University.  
Had this been an actual emergency this email would contain the procedure for you to follow depending on the emergency situation present at the university.*

*The full emergency document can be found at [faithseminary.edu](http://faithseminary.edu).*

*Thank you,*

*John Wheeler III,  
Dean of Students*



*Education that Matters*



**FAITH**  
SEMINARY

[faithseminary.edu](http://faithseminary.edu)