



UNIVERSITY of HAWAI'I  
WEST O'AHU

# 2016 ANNUAL SECURITY REPORT

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UNIVERSITY OF HAWAI'I – WEST O'AHU CAMPUS SECURITY DEPARTMENT  
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MAINTENANCE/MECHANICAL BLDG. F201 | (808) 689-2911



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## 1.0 Introduction

The University of Hawai'i - West O'ahu is located in the City of Kapolei on the island of O'ahu. The average enrollment is about 2,900 students via on-campus and distance learning. UHWO does not operate any housing on or off campus. UHWO has no officially recognized student organizations at non-campus locations.

The University of Hawai'i - West O'ahu (UHWO), in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (also referred to as the "Clery Act"), has published this Annual Security Report (ASR) to provide its students and employees, as well as prospective students and employees, with an overview of UHWO resources, policies and procedures regarding campus safety and reporting crime that occurs on or near the UHWO campus. These policies and procedures may be subject to change at any time. This ASR includes the annual crime statistics reported to the U.S. Department of Education. A searchable database containing those statistics can be found at: <http://www.ope.ed.gov/security/>.

The ASR is prepared by UHWO Campus Security, Compliance Office/Student Affairs Division, Communications Department, and Campus Security Authorities.

Each year, by October 1, all students, faculty and staff receive an email notification that the ASR is available. Notice of the availability of the report is provided on an ongoing basis to prospective students and employees when they receive information regarding enrollment or employment at UHWO. Copies of this ASR may be obtained at the UHWO Campus Security Department office during normal business hours.

## 2.0 UHWO Campus Security Resources

### **Campus Security Department (Campus Security)**

#### **UHWO Campus Security**

Officers patrol campus 24/7/365

24/7/365 Phone: 808-689-2911

Office Location: Maintenance/Mechanical Building F202

Normal Business Hours: M-F (except State holidays), 8:00 AM - 4:00 PM

Sergeant Phone: 808-689-2536

Email: [uhwosec@hawaii.edu](mailto:uhwosec@hawaii.edu)

Website: [www.uhwo.hawaii.edu/security/](http://www.uhwo.hawaii.edu/security/)

#### **Supervisor Contact: Auxiliary Services**

Office Location: B122

Office Phone: 808-689-2527



Email: [jam8@hawaii.edu](mailto:jam8@hawaii.edu)

Website: <http://www.uhwo.hawaii.edu/campusoperations>

## 3.0 Campus Security Authority and Jurisdiction

### 3.1 Jurisdiction

The jurisdiction of Campus Security is all property that is currently owned or under the control of UHWO. If criminal and/or code of conduct violations are committed by a student, Campus Security may also refer the individual to the UHWO Compliance Office/Student Affairs. When a UHWO student or employee is involved in an off-campus offense, all criminal investigations are handled by the Honolulu Police Department.

### 3.2 Authority

Campus Security Officers have the primary responsibility for the safety and security of the campus community. Campus Security Officers receive their authority from the University of Hawai'i – West O'ahu Chancellor. Campus Security Officers may detain person(s) involved in the violation of laws and those involved in criminal acts they personally view, or those positively identified as having committed such an act by victims or witnesses. Campus Security Officers do not have police powers or arrest authority and are not authorized to carry firearms.

### 3.3 Interagency Cooperation

Campus Security works closely with local, state and federal law enforcement agencies, including the Honolulu Police Department. Currently there are no formal written agreements with any law enforcement agencies, although we do work cooperatively with them.

## 4.0 Security, Security Awareness and Crime Prevention

Campus Security patrols the UHWO campus 24 hours a day, 7 days a week, 365 days a year. Along with routine patrol duties and traffic control, other responsibilities include conducting investigations, responding to emergencies and alarms, making emergency notifications, and securing rooms and buildings. Campus Security works on a continuous improvement philosophy and reviews its policies and procedures for the safety and security of the UHWO. Campus Security reviews safety and security issues on a weekly basis or more frequently when issues arise.

### 4.1 Access

During normal business hours, most UHWO facilities are open to students, parents, employees, contractors, guests and invitees, and during designated hours on weekends and in the evenings depending on the wide variety of events and activities taking place outside of normal business hours. During non-business hours, buildings and certain areas of campus are secured and



access is restricted to authorized individuals who are issued a key/fob or admitted by Campus Security.

**4.2 Routine facility and landscaping assessments** are made to minimize hazardous conditions. Exterior lighting, doors, and shrubbery are checked for unsafe or hazardous conditions. Security and safety hazards are promptly reported to the responsible unit and security and safety maintenance work is given the highest priority.

**4.3 Educational presentations** addressing safety, security, and crime prevention are offered on campus. Presentations by Campus Security can be made to any campus group upon request. Workplace Violence Training is available through the Human Resources Department (for employees). Security and crime prevention information is disseminated during student orientations, new-hire orientations, and face to face trainings, as requested.

**4.4 Safety, security, and crime prevention tips** are posted by Campus Security on the Campus Security webpage ([www.uhwo.hawaii.edu/security/](http://www.uhwo.hawaii.edu/security/)). By taking these simple and common sense precautions, students, faculty and staff are taking actions to help ensure their safety and the safety of others. All students, faculty and staff are encouraged to **Be Aware, Be Alert, Be Safe and Report**.

**4.5 Safety escort** for any student or employee when traveling on campus at night may be requested by contacting Campus Security by phone.

**4.6 Code Blue Phones (aka Emergency Call Boxes)** are located throughout campus. When activated by pressing a single button, the Code Blue Phone is programmed to identify its location to Campus Security, and enable communication with security. For more information on Code Blue Phones, how they work, and their locations, go to: <http://www.uhwo.hawaii.edu/default/assets/File/campus-security/UHWOCODEBluePhonesInfo.pdf>.

**4.7 Security cameras** are installed, but due to limited staff resources, camera footage is not monitored in real time. In the event that an incident is reported, camera footage may be available for review for information that will aid in the investigation. There are limitations to the security camera system, including but not limited to video retention capacity.

## 5.0 Reporting a Crime on Campus

Community members, students, faculty, and staff are **encouraged to promptly report** all crimes, public safety related incidents, and suspicious activity to Campus Security and/or the appropriate law enforcement agency, including when a victim of a crime elects not to, or is unable to, make such a report. Preventing crime and helping to keep the campus safe is everyone's responsibility. Make a difference and call, even if you're unsure that a crime has



been committed. If something looks wrong, trust your instincts and report it. Reporting helps to ensure a victim is informed of his/her rights, a victim is provided information about helpful resources, dangerous situations can be mitigated, and timely warnings or emergency notifications are issued to the campus community when necessary.

**To report a crime or emergency, call Campus Security at (808) 689-2911 or dial 2911 from any campus phone.**

Dialing 911 from a cell phone or 911 from a campus phone will connect the caller to the local 911 dispatch center who will direct calls to local emergency response agencies (Honolulu Police Department (HPD), Honolulu Fire Department (HFD) and Emergency Medical Services (EMS)).

If you are a victim of or witness to a crime, report the incident immediately. If you are able, try to remember information such as suspect's age, sex, race, hair color, body size and height, clothing description, scars or tattoos, mode of transportation (on foot, in a car, on a bicycle), vehicle make/model/color/license. When reporting an incident, be prepared to provide your name, location of the incident, type of incident, description of the suspect/vehicles, your contact number. Please see [UH West Oahu's Emergency and Safety Procedures Guide](#) for additional details.

## 5.1 Response

When responding to a report of a crime, emergency, or dangerous situation, Campus Security will take the appropriate action, such as but not limited to, dispatching an officer, asking the person to report to the Campus Security Department office to file an incident report, and determining if a timely warning or emergency notification needs to be issued (see section 8.0 Timely Warning and Emergency Notification). If the assistance of local emergency response agencies is needed, Campus Security will contact the appropriate agency.

All reports of criminal activity occurring within the jurisdiction of Campus Security will be initially investigated by Campus Security and referred to the Honolulu Police Department if warranted. All Campus Security reports involving UHWO students are forwarded to the Vice Chancellor of Student Affairs for review and potential action. Campus Security Officers will investigate, and any additional information obtained from the investigation will also be forwarded to the Vice Chancellor of Student Affairs.

If a sexual assault is reported, staff on scene, including Campus Security, will inform the victim of available support services. UHWO has a [Clinical Psychologist on staff and Counseling Services for students](#), as well as a contract with WorkLife Hawai'i (<http://www.worklifehawaii.org/>) for employees, all of whom are available to provide assistance to the victim.

## 5.2 Campus Security Authorities

An alternative method of reporting crimes, public safety related incidents, and suspicious



activity is to contact one of the Campus Security Authorities (CSAs) listed below. CSAs are not confidential reporting resources (for confidential reporting, see section 5.3). A form is used to collect information from the CSAs.

The following individuals are identified as CSAs based on their function at UHWO:

- a. Vice Chancellor of Student Affairs, (808) 689-2678
- b. Director of Student Development, (808) 689-2678
- c. Director of Compliance, (808) 689-2934
- d. Compliance Specialist, (808) 689-2935
- e. Compliance Support Specialist, (808) 689-2667
- f. Student Life Coordinator, (808) 689-2942
  - i. Faculty Advisors for Registered Independent Student Organization (RISO)
  - ii. Faculty Advisors for Chartered Student Organizations (CSO)
- g. International Programs Director (Tim Park), (808) 689-2311
- h. Intramurals Coordinator, (808) 689-2688
- i. Director, No'eu Center, (808) 689-2755
- j. No'eu Center Testing Coordinator, (808) 689-2752
- k. No'eu Tutor Coordinator, (808) 689-2753
- l. Pueo Scholars Co-Curricular Specialist, (808) 689-2685
- m. Pueo Scholars Advisor, (808) 689-2684
- n. First Year Experience Coordinator, (808) 689-2697
- o. Academic Advisors, (808) 689-2689
- p. Native Hawaiian Advisor, (808) 689-2698
- q. Career Services Coordinator, (808) 689-2676
- r. Director, Ka PIKO Project, (808) 689-2686
- s. Director of Indigenous Studies, (808) 689-2683
- t. Ka PIKO Program Coordinator, (808) 689-2681
- u. Healthcare Coordinator, (808) 689-2679
- v. Transfer Coordinator, (808) 689-2696
- w. Campus Security, (808) 689-2911
- x. Contract Security, (808) 689-2911
- y. Auxiliary Services Manager, (808) 689-2527
- z. Faculty Specialist, (808) 689-2671

### 5.3 Confidential Reporting

Victims of a crime have the right not to report the crime at all and can seek counseling from the UHWO [Clinical Psychologist](#). The UHWO Clinical Psychologist is not considered to be a CSA and is not required to report crimes for inclusion in the annual disclosure of crime statistics.

If you are victim and do not want to pursue action within the UHWO system or criminal justice system, you may still want to consider making a confidential report. The purpose of a confidential report is to keep the matter confidential while taking steps to ensure your future





safety and the safety of others. With this information, UHWO can keep an accurate record of the number of incidents occurring on campus, determine if there is a pattern of crime with regard to a particular location and/or method of assailant, and alert the campus community of potential danger and steps to take to ensure personal safety and the safety of others. The UHWO Clinical Psychologist may voluntarily provide the following anonymous statistical information (date reported, date of the incident, approximate time of incident, location of incident, brief description of the alleged criminal activity, gender of the victim). This statistical information will be counted and disclosed in the annual crime statistics.

Procedures are in place to capture crime statistics disclosed confidentially at UHWO.

## 5.4 Anonymous Reporting

UHWO accepts reports of crimes anonymously from members of the community. You may mail an anonymous report of a crime to Campus Security or call in an anonymous report of a crime to Campus Security; include the type of crime, when the crime occurred, location(s) where the crime occurred, did you actually witness the crime, description of the incident, and a list of suspects (name or description of appearance/clothing, etc.).

Procedures are in place to capture crime statistics disclosed anonymously at UHWO.

## 6.0 Daily Crime Log

Campus Security maintains a daily crime log, which documents the previous 60 days of all crimes reported to Campus Security (not just Clery mandated crimes). The daily crime log may be viewed by any member of the UHWO community or the public during normal business hours in the UHWO Campus Security Department office in the Maintenance/Mechanical Building, room F202.

## 7.0 Clery Crime Statistics

UHWO prepares the annual disclosure of its crime statistics in compliance with the Clery Act, which requires institutions to disclose statistics for reported Clery crimes based on where the crimes occurred, to whom the crimes were reported to, the types of crimes that were reported, and the year in which they were reported.

UHWO's statistics include crimes that occurred on-campus, on public property within or immediately adjacent to the campus, and in or on non-campus buildings or property that UHWO owns or controls, as defined below. Collectively, these areas are referred to as UHWO's Clery Geography.

UHWO's statistics include those reported to the Campus Security Department, identified



Campus Security Authorities (CSA), and local law enforcement agencies.

Annually, the crime statistics in this ASR are required to be sent to the U.S. Department of Education, which collects statistical data to be posted on the public website for use by higher education consumers: <http://ope.ed.gov/security/>.

## 7.1 Clery Geography as Determined for UHWO (See map in appendix A)

### 7.1.1 On-Campus Property, as defined in 34 CFR 668.46(a):

1. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and
2. Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

***The UHWO campus buildings and property include five buildings, parking lots, and interior roads located at 91-1001 Farrington Highway, Kapolei HI 96707. See map in appendix A for detail.***

### 7.1.2 Public property, as defined in 34 CFR 668.46(a):

1. All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.
  - same reasonably contiguous geographical area of the institution (sidewalk, street, other thoroughfare, parking facility)
  - is adjacent to a facility owned or controlled by the institution (if the facility is used in direct support of or in a manner related to the institution's educational purposes)

***Our public property includes a certain portion of Farrington Highway. See map in appendix A for detail.***

### 7.1.3 Non-Campus Buildings or Property, as defined in 34 CFR 668.46(a):

1. Any building or property owned or controlled by a student organization that is officially recognized by the institution; OR
2. Any building or property owned or controlled by an institution that is:
  - a. used in direct support of, or in relation to, the institution's educational purposes;
  - b. is frequently used by students; and
  - c. is not within the same reasonably contiguous geographic area of the institution.



**For recording years 2013, 2014, and 2015, UHWO had NO non-campus buildings or property.**

## 7.2 Clery Crime Statistics Table

UHWO Crime Statistics as reported in 2013, 2014 and 2015 are presented in this report in the table below.

1. UHWO had no identified non-campus property in 2013, 2014, and 2015.
2. Sex offenses categories were not identified by rape, fondling, incest, and statutory rape until 2014; in 2013 they were identified by sex offenses – forcible and sex offenses - non-forcible.

Crime Classification	Year	On-Campus	Non-Campus Property <sup>1</sup>	Public Property	Unfounded
<b>Criminal Homicide</b>					
Murder/Non-Negligent Manslaughter	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	
Negligent Manslaughter	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	
<b>Sex Offenses</b>					
Forcible	2013	0	N/A	0	
Non-Forcible	2013	0	N/A	0	
Rape	2014	0	N/A	0	
	2015	0	N/A	0	
Incest	2014	0	N/A	0	
	2015	0	N/A	0	
Fondling	2014	0	N/A	0	
	2015	0	N/A	0	
Statutory Rape	2014	0	N/A	0	
	2015	0	N/A	0	
<b>Dating Violence</b>	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	
<b>Domestic Violence</b>	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	2	N/A	0	
<b>Crime Classification</b>	<b>Year</b>	<b>On-Campus</b>	<b>Non-Campus Property<sup>1</sup></b>	<b>Public Property</b>	<b>Unfounded</b>
<b>Stalking</b>	2013	0	N/A	0	



	2014	0	N/A	0	
	2015	0	N/A	0	
<b>Robbery</b>	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	
<b>Aggravated Assault</b>	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	
<b>Burglary</b>	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	
<b>Motor Vehicle Theft</b>	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	
<b>Arson</b>	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	
<b>Arrests</b>					
Liquor Law Violations	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	
Drug Law Violations	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	
Illegal Weapons	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	
<b>Judicial Referrals</b>					
Liquor Law Violations	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	
Drug Law Violation	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	
Illegal Weapons Possession	2013	0	N/A	0	
	2014	0	N/A	0	
	2015	0	N/A	0	

### 7.3 Hate Crimes

Hate crimes include any offenses or attempted offense of criminal homicide (murder/non-negligent manslaughter, negligent manslaughter), sex offenses (rape, fondling, incest, statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple



assault, intimidation, and destruction/damage/vandalism of property that was motivated by a bias of race, ethnicity, national origin, gender, gender identity, sexual orientation, religion, or disability that occurred within UHWO's Clery geography (see section 7.1).

**2013: No hate crimes were reported.**

**2014: No hate crimes were reported.**

**2015: No hate crimes were reported.**

## 8.0 Timely Warnings and Emergency Notifications

UHWO strives to keep the campus community informed about issues related to their safety by utilizing either timely warnings or emergency notifications to apprise them of situations related to their safety. Upon confirmation that a timely warning or emergency notification is necessary, UHWO will, without delay, and taking into account the safety of the community, draft and distribute the notification, unless issuing a notification will, in the professional judgment of the responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. The UHWO Communications Department, in consultation with the Chancellor's Office, will determine and communicate the appropriate message.

The following table clarifies the differences between timely warnings and emergency notifications and is utilized by UHWO to determine whether a timely warning or emergency notification shall be issued.

	Timely Warning	Emergency Notifications
Clery Handbook Definition	Clery Act crimes (criminal offenses, hate crimes, and arrests and referrals for disciplinary action)	Broad focus – any significant emergency or dangerous situation
Examples	<p>A. Criminal offenses</p> <ul style="list-style-type: none"> <li>● murder</li> <li>● non-negligent manslaughter</li> <li>● negligent manslaughter</li> <li>● sex offenses :               <ul style="list-style-type: none"> <li>○ rape</li> <li>○ incest</li> <li>○ fondling</li> <li>○ statutory rape</li> </ul> </li> <li>● robbery</li> <li>● aggravated assault</li> </ul>	<ul style="list-style-type: none"> <li>● natural disaster</li> <li>● environmental</li> <li>● armed intruder</li> <li>● outbreak of meningitis, norovirus, or other serious illness</li> <li>● gas leak</li> <li>● terrorist attack</li> <li>● bomb threat</li> <li>● civil unrest or rioting</li> <li>● explosion</li> <li>● nearby chemical or hazardous waste</li> </ul>



	<ul style="list-style-type: none"> <li>● burglary</li> <li>● motor vehicle theft</li> <li>● arson</li> </ul> <p>B. Hate Crimes: any of the above-mentioned offenses, and any incidents of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property that were motivated by bias</p> <p>C. Arrests and Referrals for Disciplinary Action</p> <ul style="list-style-type: none"> <li>● weapons: carrying/possessing</li> <li>● drug abuse violations</li> <li>● liquor law violations</li> </ul> <p>Timely warnings can be issued for threats to persons or to property.</p>	<ul style="list-style-type: none"> <li>spill</li> <li>● fire</li> </ul> <p>(Examples of situations that would <i>not</i> necessitate an emergency response under Clery include power outage; string of larcenies)</p>
<p>Requirements</p>	<p>UHWO is required to alert the campus community to certain crimes in a manner that is timely and will aid in the prevention of similar crimes. The intent of a warning regarding a criminal incident(s) is to enable people to protect themselves.</p> <p>UHWO must issue a timely warning that occurs on your Clery geography that is:</p> <ul style="list-style-type: none"> <li>● Reported to Campus Security authorities or local police agencies; or</li> <li>● Is considered by the institution to represent a serious or continuing threat to students and employees.</li> </ul>	<p>UHWO will immediately notify the campus community upon confirmation or a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. An “immediate” threat as used here encompasses an imminent or impending threat, such as an approaching fire, as well as a fire in one of the campus buildings.</p>
<p>Timing</p>	<p>A warning should be issued as soon as the pertinent information is available. It is expected that even if you don't have all of the facts surrounding a criminal incident or incidents, you will issue a warning. You can then follow</p>	<p>Alert issued immediately upon confirmation that a dangerous situation or emergency exists or threatens.</p>



	<p>up with additional information as it becomes available.</p> <p>Determined on a case-by-case basis and considers the following factors: the nature of the crime; the continuing danger to the campus community; and the possible risk of compromising law enforcement efforts.</p>	
Audience	Notifications will reach the UHWO community within UHWO's Clery geography See section 7.1.	Send to entire campus.
Geography	See section 7.1.	Incidents occurring near or on the UHWO campus
Content of message	The warning should include all information that would promote safety and that would aid in the prevention of similar crimes. Must include information about the crime that triggered the warning. Timely warnings withhold as confidential the names and other identifying information of victims.	The notification should include information about: the emergency or dangerous situation; the affected area and/or campus operation; information about the campus response, guidance on evacuation or shelter in place; information on how updates will be provided. Emergency notifications may withhold as confidential the names and other identifying information of victims.
Method	<p>UHWO may use one or a combination of the following communication techniques:</p> <ul style="list-style-type: none"> <li>● UH Alert (Email and/or text)</li> <li>● Website</li> <li>● Digital Signage (Library, D Building, Dining Hall)</li> <li>● Social Media (UHWO's official Facebook and/or Twitter accounts)</li> </ul>	<p>UHWO may use one or a combination of the following communication techniques:</p> <ul style="list-style-type: none"> <li>● UH Alert (Email and/or text)</li> <li>● Website</li> <li>● Digital Signage (Library, D Building, Dining Hall)</li> <li>● Social Media (UHWO's official Facebook and/or Twitter accounts)</li> </ul>
Scope	Narrow focus on Clery Crimes	Wide focus on any significant emergency or dangerous situation (may include Clery crimes)



Why	Triggered by crimes that have already occurred but represent an ongoing threat. Issued for any Clery crime committed on your Clery geography that is reported to your campus security authorities or a local law enforcement agency and is considered by the institution to represent a serious or continuing threat to students and employees.	Triggered by an event that is currently occurring on or imminently threatening the campus. Initiated for any significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.
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## 9.0 Emergency Response and Evacuation Procedures

Emergency Response and Evacuation Procedures for UHWO can be found in the UHWO [Emergency and Safety Procedures Guide](#), which also contains information on safety, security, and crime prevention tips. The Emergency and Safety Procedures Guide may be downloaded in PDF format at: <http://www.uhwo.hawaii.edu/emergency/>. Campus Security, members of the Communications Department, and other emergency management team members have completed ICS/NIMS trainings and participated in emergency management trainings provided by FEMA and other resources.

Upon becoming aware of or receiving a report of a significant emergency or dangerous situation, Campus Security has the responsibility of responding to, contacting emergency responders as necessary, and implementing actions that will mitigate any situation that may cause a significant emergency or dangerous situation. In responding to such situations, Campus Security will determine if the situation does in fact pose a threat to the campus community. Once Campus Security confirms that there is an emergency or dangerous situation that poses an immediate threat to the health and safety of all or some members of the campus community, Campus Security will work with the Communications Department to determine the content of the notification and will use some or all of the communication methods described below to communicate to the entire UHWO community (we do not send communications to only segments of the campus, even if the threat only affects a particular building).

1. Upon direction from the Director of Communications, the Communications Department may use one or a combination of the following communication methods:
  - a. Compose UH Alert emergency communication message, determine if message should be sent via text and/or email and distribute to all UHWO students, faculty and staff.
    - i. Note: Clery regulations do NOT require the institution to use a particular mode of communication.





- ii. Note: As of September 17, 2016, the following UHWO employees have access and are trained to use the UH Alert System:
    1. Director of Communications
    2. Graphic Designer
  - b. If appropriate, update the UHWO website ([www.uhwo.hawaii.edu](http://www.uhwo.hawaii.edu)) and digital signage (in the Cafeteria, Campus Center, Library, and other digital signage locations) with timely warning/emergency notification.
    - i. Post urgent information to website home page
    - ii. Refer community to [uhwo.hawaii.edu/emergency](http://uhwo.hawaii.edu/emergency) for updates
  - c. Update UHWO social media pages (Facebook and Twitter) with timely warning/emergency notification as needed.
  - d. Provide library staff with emergency communication message to announce via the library PA system.
2. If appropriate, the UHWO Communications department shall notify UH System External Affairs team by any appropriate means of emergency actions taken by UHWO to ensure all communication related to UHWO is correctly identified on UH System website emergency page and other media.
  3. The Director of Communications, in consultation with the Chancellor (or his/her designee), decide on the appropriate method of disseminating timely warning/emergency notification to the larger community, e.g. by reaching out to the news media.
  4. Once the Emergency Management Team determines that an emergency has been adequately managed and the University can return to normal operations, the Chancellor, or his/her designee, will authorize an “all clear” notification.
  5. The Communications Department will relay the “all clear” information using the same methods by which it informed the UHWO community about the event.
  6. Following the event, UHWO will undergo an assessment of its response to the situation and make the appropriate changes to its procedures.

## 9.1 UH Alert

The UH Alert emergency notification system alerts the university community in the event of a natural, health or civil emergency. The system will only be used in the event of an emergency that impacts the health of the UH community or closures of whole campuses. It will not be shared with others or used for routine UH communications or announcements. UH email addresses are automatically subscribed to UH Broadcast, which sends out email for administrative and health and safety alerts.

All UHWO students and employees are encouraged to sign up for UH Alert SMS/text messages. For information on UH Alert and how to sign up for the UH Alert SMS/text notification, go to



the UH Alert website at [www.hawaii.edu/alert/](http://www.hawaii.edu/alert/).

## 9.2 Emergency Response and Evacuation Exercises

UHWO conducts several emergency response and evacuation exercises each year, such as tabletop exercises, live evacuation drills, and testing of the emergency notification system on campus.

The Communications Department schedules and tests the UH Alert Notification System once every semester (Fall/Spring). Prior to the drill, an email announcement is sent to the UHWO campus community as well as a notice in the weekly bulletin, This Week (for faculty and staff only). The announcements of the test encourage the campus community to sign up to the UH Alert opt-in text feature and provides a link to the UH Alert website that provides instructions on how to sign up. The Communications Department documents the drill expectations (e.g. emergency notification is featured on [uhwo.hawaii.edu](http://uhwo.hawaii.edu), digital signage monitors, and UHWO social media accounts Facebook and Twitter, as well as a predetermined message via the Library public address system) and meets to debrief and assess the drill. Improvements are discussed and procedures are revised as necessary. Documentation of these tests is maintained by UH System's Information Technology Service Department and the UHWO Communications Department.

Fire evacuation exercises are scheduled and conducted at least once a semester, with a live exercise conducted for at least one building once a year. The live exercise is announced. The announcement contains the emergency response and evacuation procedures as well as statements about the importance of emergency exercise participation and feedback. The live exercise also involves a test of the UH Alert system. The evacuation exercise provides an opportunity for the following: for students, faculty and staff to familiarize themselves with the building exits, exit and assembly procedures, sound of the building alarms (and PA system for the library); for building faculty and staff to practice guiding and assisting colleagues and students; for new students, faculty and staff to see how the UH Alert system works, as well as how the emergency notification announcements are shown on the digital display boards and the website; and for Campus Security officers and the Communications Department staff to test and evaluate internal communication procedures and emergency response. Evacuation exercises are monitored by Campus Security. Local emergency responders (HFD, HPD, EMS), as appropriate, are asked to observe and critique. A debrief meeting is conducted immediately after the exercise to evaluate what worked and what needs improvement. Procedures are revised to reflect the lessons learned.

## 10.0 Drug and Alcohol Abuse – Programs and Standards of Conduct

The [Drug-Free Schools and Communities Act \(DFSCA\)](#) requires an institution of higher education such as UHWO to certify that it has implemented programs to prevent the abuse of alcohol and



use and/or distribution of illicit drugs both by UHWO students and employees both on its premises and as a part of any of its activities<sup>1</sup>. At a minimum, UHWO must annually distribute the following in writing to all students and employees:

- Standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees;
- A description of the legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol;
- A description of the health risks associated with the use of illicit drugs and alcohol abuse;
- A description of any drug or alcohol counseling, treatment, or rehabilitation or reentry programs that are available to employees or students; and
- A clear statement that the institution will impose sanctions on students and employees and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

## 10.1 Employees

The University of Hawai'i has developed a system-wide policy, which is applicable at UHWO, entitled EP 11.201 "Illegal Drugs, Alcohol, and Substance Abuse" (in accordance with the Drug Free Workplace Act of 1988) to ensure a safe environment for employees, students, and guests. This policy is available here:

<https://www.hawaii.edu/policy/?action=viewPolicy&policySection=ep&policyChapter=11&policyNumber=201&menuView=closed>

The current policy states, "Substance abuse interferes with the physiological and abstract processes through which mental activity occurs and with social behaviors required for research and learning. Consequently, the University expects that students, faculty and staff will carry out their responsibilities free of any substance abuse."

Employees are required to adhere to the requirements of this policy. Failure to adhere to this policy may result in disciplinary action as listed in section 10.6. The University of Hawai'i, Office of the Vice President for Administration is responsible for EP 11.201, please contact Ms. Debra Ishii, UH System Director of Human Resources at 808-956-6855 with any questions.

## 10.2 Currently Enrolled Students

Currently enrolled students are required to abide by the University of Hawai'i - West Oahu Student Code of Conduct ("the Code"), which can be found here:

[http://www.uhwo.hawaii.edu/default/assets/File/UHWOSTudentCode\\_021916.pdf](http://www.uhwo.hawaii.edu/default/assets/File/UHWOSTudentCode_021916.pdf)

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<sup>1</sup> The Drug Free Schools and Campuses Regulations (34 CFR Part 86)



Per Article III(B)(9) & (10):

9. Use, possession, manufacturing, distribution, or being under the influence of marijuana, heroin, narcotics, or other controlled substances (except as expressly permitted by state and federal law) while on any UH West O'ahu premises or at any UH West O'ahu sponsored event or ancillary site. Possession of drug paraphernalia is also prohibited on UH West O'ahu premises.

10. Use, possession, manufacturing, distribution, or being under the influence of alcoholic beverages (except as expressly permitted by UH System Policies, state or federal law), or public intoxication while on any UH West O'ahu premises or at any UH West O'ahu sponsored event or ancillary site. Alcoholic beverages may not, in any circumstance, be used, possessed, or distributed to any person under twenty--one (21) years of age.

Failure to abide by the Code may result in sanctions listed in section 10.6 below.

## 10.3 Legal Sanctions

### 10.3.1 Federal

Federal law provides criminal and civil penalties for unlawful possession or distribution of a controlled substance. Under the Controlled Substance Act<sup>2</sup> as well as other related federal laws, the penalties for controlled substance violations includes, but is not limited to, incarceration, fines, potential for the forfeiture of property used in possession or to facilitate possession of a controlled substance (which may include homes, vehicles, boats, aircrafts and any other personal or real property), ineligibility to possess a firearm, and potential ineligibility to receive federal benefits (such as student loans and grants).

### 10.3.2 State

Hawai'i state law prohibits unauthorized possession of various controlled substances.<sup>3</sup> If an individual is found guilty of a violation of the state law, they may be subject to large fines and/or imprisonment depending on the dangerousness of the substance and other factors.

Further, Hawai'i state law prohibits any person under the age of 21 from possessing alcohol: "No [person under the age of 21] shall consume or purchase liquor and no [person under the age of 21] shall consume or have liquor in [their] possession or custody in any public place, public gathering, or public amusement, at any public beach or public park, or in any motor vehicle on a public highway" except according to certain specific exceptions (possession related to employment, religious services, or assistance with police).<sup>4</sup>

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<sup>2</sup> 21 USC §801, *et seq.*

<sup>3</sup> HRS 712-1240, *et seq.*

<sup>4</sup> HRS 281-101.5



### 10.3.3 City and County of Honolulu

The Revised Ordinances of the City and County of Honolulu 1990 (ROH 1990) regulate alcohol and controlled substances in various ways that impact UHWO. For example, you may not possess alcohol in an open container on public property (with narrow exceptions), or possess GHB (a date-rape drug) at any time.<sup>5</sup> Certain organic solvents and ephedrine are also regulated.<sup>6</sup> Penalties for violations of these ordinances may include jail, probation, and fines.

## 10.4 Health Risks

According to the National Institute of Drug Abuse (NIDA), the following are risks associated with drugs and alcohol abuse.

### 10.4.1 Drug Abuse

The following sub categories are the most commonly abused drugs, listed with their associated risks and associated categories, per NIDA.<sup>7</sup>

#### 10.4.1.1 Ayahuasca

A hallucinogenic tea made in the Amazon from a DMT-containing plant (*Psychotria viridis* or *Diplopterys cabrerana* or other) along with another vine (*Banisteriopsis caapi*) that contains an MAO Inhibitor preventing the natural breakdown of DMT in the digestive system, thereby facilitating a prolonged hallucinatory experience. It was used historically in Amazonian religious and healing rituals and is increasingly used by tourists. **Street names:** Aya, Yagé, Hoasca. **Commercial names:** None. **Common forms:** Brewed as tea. **Short-term effects:** Strong hallucinations including perceptions of otherworldly imagery, altered visual and auditory perceptions; increased blood pressure; vomiting. **Long-term effects:** Unknown. **Other health risks:** Unknown.

#### 10.4.1.2 Cocaine

A powerfully addictive stimulant drug made from the leaves of the coca plant native to South America. **Street names:** Blow, Bump, C, Candy, Charlie, Coke, Crack, Flake, Rock, Snow, Toot. **Commercial names:** Cocaine hydrochloride topical solution (anesthetic rarely used in medical procedures). **Common forms:** White powder, whitish rock crystal. **Short-term effects:** Narrowed blood vessels; enlarged pupils; increased body temperature, heart rate, and blood pressure; headache; abdominal pain and nausea; euphoria; increased energy, alertness; insomnia, restlessness; anxiety; erratic and violent behavior, panic attacks, paranoia, psychosis; heart rhythm problems, heart attack; stroke, seizure, coma. **Long-term effects:** Loss of sense of

<sup>5</sup> ROH 1990, Sec. 40-1.1-40-1.3; Sec. 40-14.1-40-14.3.

<sup>6</sup> ROH 1990, Sec. 40-5.1-40-5.6; Sec. 40.13.1-40-13.3.

<sup>7</sup> Information for regarding health risks associated with drug abuse was obtained from the National Institute of Drug Abuse (NIDA) website at: <http://www.drugabuse.gov/drugs-abuse/commonly-abused-drugs/commonly-abused-drugs-chart> (website last visited on 09/13/16).



smell, nosebleeds, nasal damage and trouble swallowing from snorting; infection and death of bowel tissue from decreased blood flow; poor nutrition and weight loss from decreased appetite.

**Other health risks:** Pregnancy: premature delivery, low birth weight, neonatal abstinence syndrome. Risk of HIV, hepatitis, and other infectious diseases from shared needles.

#### 10.4.1.3 DMT

A synthetic drug producing intense but relatively short-lived hallucinogenic experiences; also naturally occurring in some South American plants (See Ayahuasca). **Street names:** DMT, Dimitri. **Commercial names:** None. **Common forms:** White or yellow crystalline powder. **Short-term effects:** Intense visual hallucinations, depersonalization, auditory distortions, and an altered perception of time and body image, usually resolving in 30-45 minutes or less. Physical effects include hypertension, increased heart rate, agitation, seizures, dilated pupils, involuntary rapid eye movements, dizziness, incoordination. **Long-term effects:** Unknown. **Other health risks:** At high doses, coma and respiratory arrest have occurred.

#### 10.4.1.4 GHB

A depressant approved for use in the treatment of narcolepsy, a disorder that causes daytime "sleep attacks." **Street names:** G, Georgia Home Boy, Goop, Grievous Bodily Harm, Liquid Ecstasy, Liquid X, Soap, Scoop. **Commercial names:** Gamma-hydroxybutyrate or sodium oxybate (Xyrem). **Common forms:** Colorless liquid, white powder. **Short-term effects:** Euphoria, drowsiness, decreased anxiety, confusion, memory loss, hallucinations, excited and aggressive behavior, nausea, vomiting, unconsciousness, seizures, slowed heart rate and breathing, lower body temperature, coma, death. **Long-term effects:** Unknown. **Other health risks:** Sometimes used as a date rape drug.

#### 10.4.1.5 Hallucinogens (See Ketamine, LSD, Mescaline (Peyote), PCP, Psilocybin, Salvia, DMT, and Ayahuasca.)

#### 10.4.1.6 Heroin

An opioid drug made from morphine, a natural substance extracted from the seed pod of the Asian opium poppy plant. **Street names:** Brown sugar, China White, Dope, H, Horse, Junk, Skag, Skunk, Smack, White Horse. With OTC cold medicine and antihistamine: Cheese. **Commercial names:** None. **Common forms:** White or brownish powder, or black sticky substance known as "black tar heroin." **Short-term effects:** Euphoria; warm flushing of skin; dry mouth; heavy feeling in the hands and feet; clouded thinking; alternate wakeful and drowsy states; itching; nausea; vomiting; slowed breathing and heart rate. **Long-term effects:** Collapsed veins; abscesses (swollen tissue with pus); infection of the lining and valves in the heart; constipation and stomach cramps; liver or kidney disease; pneumonia. **Other health risks:** Pregnancy: miscarriage, low birth weight, neonatal abstinence syndrome. Risk of HIV, hepatitis, and other infectious diseases from shared needles.



#### 10.4.1.7 Inhalants

Solvents, aerosols, and gases found in household products such as spray paints, markers, glues, and cleaning fluids; also nitrites (e.g., amyl nitrite), which are prescription medications for chest pain. **Street names:** Poppers, snappers, whippets, laughing gas. **Commercial names:** Various. **Common forms:** Paint thinners or removers, degreasers, dry-cleaning fluids, gasoline, lighter fluids, correction fluids, permanent markers, electronics cleaners and freeze sprays, glue, spray paint, hair or deodorant sprays, fabric protector sprays, aerosol computer cleaning products, vegetable oil sprays, butane lighters, propane tanks, whipped cream aerosol containers, refrigerant gases, ether, chloroform, halothane, nitrous oxide. **Short-term effects:** Confusion; nausea; slurred speech; lack of coordination; euphoria; dizziness; drowsiness; disinhibition, lightheadedness, hallucinations/delusions; headaches; sudden sniffing death due to heart failure (from butane, propane, and other chemicals in aerosols); death from asphyxiation, suffocation, convulsions or seizures, coma, or choking. Nitrites: enlarged blood vessels, enhanced sexual pleasure, increased heart rate, brief sensation of heat and excitement, dizziness, headache.

**Long-term effects:** Liver and kidney damage; bone marrow damage; limb spasms due to nerve damage; brain damage from lack of oxygen that can cause problems with thinking, movement, vision, and hearing. Nitrites: increased risk of pneumonia. **Other health risks:** Pregnancy: low birth weight, bone problems, delayed behavioral development due to brain problems, altered metabolism and body composition.

#### 10.4.1.8 Ketamine

A dissociative drug used as an anesthetic in veterinary practice. Dissociative drugs are hallucinogens that cause the user to feel detached from reality. **Street names:** Cat Valium, K, Special K, Vitamin K. **Commercial names:** Ketalar. **Common forms:** Liquid, white powder.

**Short-term effects:** Problems with attention, learning, and memory; dreamlike states, hallucinations; sedation; confusion and problems speaking; loss of memory; problems moving, to the point of being immobile; raised blood pressure; unconsciousness; slowed breathing that can lead to death. **Long-term effects:** Ulcers and pain in the bladder; kidney problems; stomach pain; depression; poor memory. **Other health risks:** Sometimes used as a date rape drug. Risk of HIV, hepatitis, and other infectious diseases from shared needles.

#### 10.4.1.9 Khat

Pronounced "cot," a shrub (*Catha edulis*) found in East Africa and southern Arabia; contains the psychoactive chemicals cathinone and cathine. People from African and Arabian regions (up to an estimated 20 million worldwide) have used khat for centuries as part of cultural tradition and for its stimulant-like effects. **Street names:** Abyssinian Tea, African Salad, Catha, Chat, Kat, Oat. **Commercial names:** None. **Common forms:** Fresh or dried leaves. **Short-term effects:** Euphoria, increased alertness and arousal, increased blood pressure and heart rate, depression, inability to concentrate, irritability, loss of appetite, insomnia. **Long-term effects:** Tooth decay



and gum disease; gastrointestinal disorders such as constipation, ulcers, stomach inflammation, and increased risk of upper gastrointestinal tumors; cardiovascular disorders such as irregular heartbeat, decreased blood flow, and heart attack. **Other health risks:** In rare cases associated with heavy use: psychotic reactions such as fear, anxiety, grandiose delusions (fantastical beliefs that one has superior qualities such as fame, power, and wealth), hallucinations, and paranoia.

#### 10.4.1.10 Kratom

A tropical deciduous tree (*Mitragyna speciosa*) native to Southeast Asia, with leaves that contain mitragynine, a psychoactive (mind-altering) opioid. Kratom is consumed for mood-lifting effects and pain relief and as an aphrodisiac. **Street names:** Herbal Speedball, Biak-biak, Ketum, Kahuam, Ithang, Thom. **Commercial names:** None. **Common forms:** Fresh or dried leaves, powder, liquid, gum. **Short-term effects:** Sensitivity to sunburn, nausea, itching, sweating, dry mouth, constipation, increased urination, loss of appetite. Low doses: increased energy, sociability, alertness. High doses: sedation, euphoria, decreased pain. **Long-term effects:** Anorexia, weight loss, insomnia, skin darkening, dry mouth, frequent urination, constipation. Hallucination and paranoia with long-term use at high doses.

#### 10.4.1.11 LSD

A hallucinogen manufactured from lysergic acid, which is found in ergot, a fungus that grows on rye and other grains. LSD is an abbreviation of the scientific name lysergic acid diethylamide. **Street names:** Acid, Blotter, Blue Heaven, Cubes, Microdot, Yellow Sunshine. **Commercial names:** None. **Common forms:** Tablet; capsule; clear liquid; small, decorated squares of absorbent paper that liquid has been added to. **Short-term effects:** Rapid emotional swings; distortion of a person's ability to recognize reality, think rationally, or communicate with others; raised blood pressure, heart rate, body temperature; dizziness and insomnia; loss of appetite; dry mouth; sweating; numbness; weakness; tremors; enlarged pupils. **Long-term effects:** Frightening flashbacks (called Hallucinogen Persisting Perception Disorder [HPPD]); ongoing visual disturbances, disorganized thinking, paranoia, and mood swings.

#### 10.4.1.12 Marijuana (*Cannabis*)

Marijuana is made from the hemp plant, *Cannabis sativa*. The main psychoactive (mind-altering) chemical in marijuana is delta-9-tetrahydrocannabinol, or THC. **Street names:** Blunt, Bud, Dope, Ganja, Grass, Green, Herb, Joint, Mary Jane, Pot, Reefer, Sinsemilla, Skunk, Smoke, Trees, Weed; Hashish: Boom, Gangster, Hash, Hemp. **Commercial names:** Various brand names in states where the sale of marijuana is legal. **Common forms:** Greenish-gray mixture of dried, shredded leaves, stems, seeds, and/or flowers; resin (hashish) or sticky, black liquid (hash oil). **Short-term effects:** Enhanced sensory perception and euphoria followed by drowsiness/relaxation; slowed reaction time; problems with balance and coordination; increased heart rate and appetite; problems with learning and memory; hallucinations; anxiety; panic attacks; psychosis. **Long-term effects:** Mental health problems, chronic cough, frequent





respiratory infections. **Other health risks:** Youth: possible loss of IQ points when repeated use begins in adolescence. Pregnancy: babies born with problems with attention, memory, and problem solving.

#### *10.4.1.13 MDMA (Ecstasy/Molly):*

A synthetic, psychoactive drug that has similarities to both the stimulant amphetamine and the hallucinogen mescaline. MDMA is an abbreviation of the scientific name 3,4-methylenedioxy-methamphetamine. **Street names:** Adam, Clarity, Eve, Lover's Speed, Peace, Uppers.

**Commercial names:** None. **Common forms:** Colorful tablets with imprinted logos, capsules, powder, liquid. **Short-term effects:** Lowered inhibition; enhanced sensory perception; confusion; depression; sleep problems; anxiety; increased heart rate and blood pressure; muscle tension; teeth clenching; nausea; blurred vision; faintness; chills or sweating; sharp rise in body temperature leading to liver, kidney, or heart failure and death. **Long-term effects:** Long-lasting confusion, depression, problems with attention, memory, and sleep; increased anxiety, impulsiveness, aggression; loss of appetite; less interest in sex.

#### *10.4.1.14 Mescaline (Peyote)*

A hallucinogen found in disk-shaped “buttons” in the crown of several cacti, including peyote.

**Street names:** Buttons, Cactus, Mesc. **Commercial names:** None. **Common forms:** Fresh or dried buttons, capsule. **Short-term effects:** Enhanced perception and feeling; hallucinations; euphoria; anxiety; increased body temperature, heart rate, blood pressure; sweating; problems with movement. **Long-term effects:** Unknown.

#### *10.4.1.15 Methamphetamine*

An extremely addictive stimulant amphetamine drug. **Street names:** Crank, Chalk, Crystal, Fire, Glass, Go Fast, Ice, Meth, Speed. **Commercial names:** Desoxyn. **Common forms:** White powder or pill; crystal meth looks like pieces of glass or shiny blue-white “rocks” of different sizes.

**Short-term effects:** Increased wakefulness and physical activity; decreased appetite; increased breathing, heart rate, blood pressure, temperature; irregular heartbeat. **Long-term effects:** Anxiety, confusion, insomnia, mood problems, violent behavior, paranoia, hallucinations, delusions, weight loss, severe dental problems (“meth mouth”), intense itching leading to skin sores from scratching. **Other health risks:** Pregnancy: premature delivery; separation of the placenta from the uterus; low birth weight; lethargy; heart and brain problems. Risk of HIV, hepatitis, and other infectious diseases from shared needles.

#### *10.4.1.16 Over-the-Counter Cough/Cold Medicines (Dextromethorphan or DXM)*

Psychoactive when taken in higher-than-recommended amounts. **Street names:** Robotripping, Robo, Triple C. **Commercial names:** Various (many brand names include “DM”). **Common forms:** Syrup, capsule. **Short-term effects:** Euphoria; slurred speech; increased heart rate, blood pressure, temperature; numbness; dizziness; nausea; vomiting; confusion; paranoia; altered visual perceptions; problems with movement; buildup of excess acid in body fluids. **Long-term**



**effects:** Unknown. **Other health risks:** Breathing problems, seizures, and increased heart rate may occur from other ingredients in cough/cold medicines.

#### *10.4.1.17 PCP*

A dissociative drug developed as an intravenous anesthetic that has been discontinued due to serious adverse effects. Dissociative drugs are hallucinogens that cause the user to feel detached from reality. PCP is an abbreviation of the scientific name, phencyclidine. **Street names:** Angel Dust, Boat, Hog, Love Boat, Peace Pill. **Commercial names:** None. **Common forms:** White or colored powder, tablet, or capsule; clear liquid. **Short-term effects:** Delusions, hallucinations, paranoia, problems thinking, a sense of distance from one's environment, anxiety. Low doses: slight increase in breathing rate; increased blood pressure and heart rate; shallow breathing; face redness and sweating; numbness of the hands or feet; problems with movement. High doses: lowered blood pressure, pulse rate, breathing rate; nausea; vomiting; blurred vision; flicking up and down of the eyes; drooling; loss of balance; dizziness; violence; suicidal thoughts; seizures, coma, and death. **Long-term effects:** Memory loss, problems with speech and thinking, depression, weight loss, anxiety. **Other health risks:** PCP has been linked to self-injury. Risk of HIV, hepatitis, and other infectious diseases from shared needles.

#### *10.4.1.18 Prescription Opioids*

Pain relievers with an origin similar to that of heroin. Opioids can cause euphoria and are often used nonmedically, leading to overdose deaths.

**Street names:** Captain Cody, Cody, Lean, Schoolboy, Sizzurp, Purple Drank With glutethimide: Doors & Fours, Loads, Pancakes and Syrup. **Commercial names:** Codeine (various brand names). **Common forms:** Tablet, capsule, liquid.

**Street names:** Apache, China Girl, China White, Dance Fever, Friend, Goodfella, Jackpot, Murder 8, Tango and Cash, TNT. **Commercial names:** Fentanyl (Actiq, Duragesic, Sublimaze). **Common forms:** Lozenge, sublingual tablet, film, buccal tablet.

**Street names:** Vik, Watson-387. **Commercial names:** Hydrocodone or dihydrocodeinone (Vicodin, Lortab, Lorcet, and others). **Common forms:** Capsule, liquid, tablet.

**Street names:** D, Dillies, Footballs, Juice, Smack. **Commercial names:** Hydromorphone (Dilaudid). **Common forms:** Liquid, suppository.

**Street names:** Demmies, Pain Killer. **Commercial names:** Meperidine (Demerol). **Common forms:** Tablet, liquid.

**Street names:** Amidone, Fizzies. With MDMA: Chocolate Chip Cookies. **Commercial names:** Methadone (Dolophine, Methadose). **Common forms:** Tablet, dispersible tablet, liquid.



**Street names:** M, Miss Emma, Monkey, White Stuff. **Commercial names:** Morphine (Duramorph, Roxanol). **Common forms:** Tablet, liquid, capsule, suppository.

**Street names:** O.C., Oxycet, Oxycotton, Oxy, Hillbilly Heroin, Percs. **Commercial names:** Oxycodone (OxyContin, Percodan, Percocet, and others). **Common forms:** Capsule, liquid, tablet.

**Street names:** Biscuits, Blue Heaven, Blues, Mrs. O, O Bomb, Octagons, Stop Signs. **Commercial names:** Oxymorphone (Opana). **Common forms:** Tablet.

**Short-term effects:** Pain relief, drowsiness, nausea, constipation, euphoria, confusion, slowed breathing, death. **Long-term effects:** Unknown. **Other health risks:** Pregnancy: Miscarriage, low birth weight, neonatal abstinence syndrome. Older adults: higher risk of accidental misuse or abuse because many older adults have multiple prescriptions, increasing the risk of drug-drug interactions, and breakdown of drugs slows with age; also, many older adults are treated with prescription medications for pain. Risk of HIV, hepatitis, and other infectious diseases from shared needles.

#### *10.4.1.19 Prescription Sedatives (Tranquilizers, Depressants)*

Medications that slow brain activity, which makes them useful for treating anxiety and sleep problems.

**Street names:** Barbs, Phennies, Red Birds, Reds, Tooies, Yellow Jackets, Yellows. **Commercial names:** Barbiturates: pentobarbital (Nembutal), phenobarbital (Luminal). **Common forms:** Pill, capsule, liquid.

**Street names:** Candy, Downers, Sleeping Pills, Tranks. **Commercial names:** Benzodiazepines: alprazolam (Xanax), chlorodiazepoxide (Limbital), diazepam (Valium), lorazepam (Ativan), triazolam (Halicon). **Common forms:** Pill, capsule, liquid.

**Street names:** Forget-me Pill, Mexican Valium, R2, Roche, Roofies, Roofinol, Rope, Rophies. **Commercial names:** Sleep Medications: eszopiclone (Lunesta), zaleplon (Sonata), zolpidem (Ambien). **Common forms:** Pill, capsule, liquid.

**Short-term effects:** Drowsiness, slurred speech, poor concentration, confusion, dizziness, problems with movement and memory, lowered blood pressure, slowed breathing. **Long-term effects:** Unknown. **Other health risks:** Sleep medications are sometimes used as date rape drugs. Risk of HIV, hepatitis, and other infectious diseases from shared needles.

#### *10.4.1.20 Prescription Stimulants*

Medications that increase alertness, attention, energy, blood pressure, heart rate, and breathing rate.



**Street names:** Bennies, Black Beauties, Crosses, Hearts, LA Turnaround, Speed, Truck Drivers, Uppers. **Commercial names:** Amphetamine (Adderall, Benzedrine). **Common forms:** Tablet, capsule.

**Street names:** JIF, MPH, R-ball, Skippy, The Smart Drug, Vitamin R. **Commercial names:** Methylphenidate (Concerta, Ritalin) **Common forms:** Liquid, tablet, chewable tablet, capsule.

**Short-term effects:** Increased alertness, attention, energy; increased blood pressure and heart rate; narrowed blood vessels; increased blood sugar; opened-up breathing passages. High doses: dangerously high body temperature and irregular heartbeat; heart failure; seizures. **Long-term effects:** Heart problems, psychosis, anger, paranoia. **Other health risks:** Risk of HIV, hepatitis, and other infectious diseases from shared needles.

#### 10.4.1.21 Psilocybin

A hallucinogen in certain types of mushrooms that grow in parts of South America, Mexico, and the United States.

**Street names:** Little Smoke, Magic Mushrooms, Purple Passion, Shrooms. **Commercial names:** None. **Common forms:** Fresh or dried mushrooms with long, slender stems topped by caps with dark gills. **Short-term effects:** Hallucinations, altered perception of time, inability to tell fantasy from reality, panic, muscle relaxation or weakness, problems with movement, enlarged pupils, nausea, vomiting, drowsiness. **Long-term effects:** Risk of flashbacks and memory problems. **Other health risks:** Risk of poisoning if a poisonous mushroom is accidentally used.

#### 10.4.1.22 Rohypnol (Flunitrazepam)

A benzodiazepine chemically similar to prescription sedatives such as Valium and Xanax. Teens and young adults tend to abuse this drug at bars, nightclubs, concerts, and parties. It has been used to commit sexual assaults due to its ability to sedate and incapacitate unsuspecting victims.

**Street names:** Circles, Date Rape Drug, Forget Pill, Forget-Me Pill, La Rocha, Lunch Money, Mexican Valium, Mind Eraser, Pingus, R2, Reynolds, Rib, Roach, Roach 2, Roaches, Roachies, Roopies, Rochas Dos, Roofies, Rope, Rophies, Row-Shay, Ruffies, Trip-and-Fall, Wolfies. **Commercial names:** Rohypnol, Flunitrazepam **Common forms:** Tablet. **Short-term effects:** Drowsiness, sedation, sleep; amnesia, blackout; decreased anxiety; muscle relaxation, impaired reaction time and motor coordination; impaired mental functioning and judgment; confusion; aggression; excitability; slurred speech; headache; slowed breathing and heart rate. **Long-term effects:** Unknown.

#### 10.4.1.23 Salvia

A dissociative drug (*Salvia divinorum*) that is an herb in the mint family native to southern



Mexico. Dissociative drugs are hallucinogens that cause the user to feel detached from reality.

**Street names:** Magic mint, Maria Pastora, Sally-D, Shepherdess's Herb, Diviner's Sage.

**Commercial names:** Sold legally in most states as *Salvia divinorum*. **Common forms:** Fresh or dried leaves.

**Short-term effects:** Short-lived but intense hallucinations; altered visual perception, mood, body sensations; mood swings, feelings of detachment from one's body; sweating. **Long-term effects:** Unknown.

#### *10.4.1.24 Steroids (Anabolic)*

Man-made substances used to treat conditions caused by low levels of steroid hormones in the body and abused to enhance athletic and sexual performance and physical appearance. **Street names:** Juice, Gym Candy, Pumpers, Roids. **Commercial names:** Nandrolone (Oxandrin), oxandrolone (Anadrol), oxymetholone (Winstrol), stanozolol (Durabolin), testosterone cypionate (Depo-testosterone). **Common forms:** Tablet, capsule, liquid drops, gel, cream, patch, injectable solution. **Short-term effects:** Headache, acne, fluid retention (especially in the hands and feet), oily skin, yellowing of the skin and whites of the eyes, infection at the injection site. **Long-term effects:** Kidney damage or failure; liver damage; high blood pressure, enlarged heart, or changes in cholesterol leading to increased risk of stroke or heart attack, even in young people; aggression; extreme mood swings; anger ("roid rage"); paranoid jealousy; extreme irritability; delusions; impaired judgment. **Other health risks:** Males: shrunken testicles, lowered sperm count, infertility, baldness, development of breasts, increased risk for prostate cancer. Females: facial hair, male-pattern baldness, menstrual cycle changes, enlargement of the clitoris, deepened voice. Adolescents: stunted growth. Risk of HIV, hepatitis, and other infectious diseases from shared needles.

#### *10.4.1.25 Synthetic Cannabinoids*

A wide variety of herbal mixtures containing man-made cannabinoid chemicals related to THC in marijuana but often much stronger and more dangerous. Sometimes misleadingly called "synthetic marijuana" and marketed as a "natural," "safe," legal alternative to marijuana. **Street names:** K2, Spice, Black Mamba, Bliss, Bombay Blue, Fake Weed, Fire, Genie, Moon Rocks, Skunk, Smacked, Yucatan, Zohai. **Commercial names:** None. **Common forms:** Dried, shredded plant material that looks like potpourri and is sometimes sold as "incense." **Short-term effects:** Increased heart rate; vomiting; agitation; confusion; hallucinations, anxiety, paranoia; increased blood pressure and reduced blood supply to the heart; heart attack. **Long-term effects:** Unknown. **Other health risks:** Use of synthetic cannabinoids has led to an increase in emergency room visits in certain areas.

#### *10.4.1.26 Synthetic Cathinones (Bath Salts)*

An emerging family of drugs containing one or more synthetic chemicals related to cathinone, a stimulant found naturally in the khat plant. Examples of such chemicals include mephedrone, methylone, and 3,4-methylenedioxypyrovalerone (MDPV). **Street names:** Bloom, Cloud Nine,



Cosmic Blast, Flakka, Ivory Wave, Lunar Wave, Scarface, Vanilla Sky, White Lightning.

**Commercial names:** None. Common forms: White or brown crystalline powder sold in small plastic or foil packages labeled "not for human consumption" and sometimes sold as jewelry cleaner; tablet, capsule, liquid. **Short-term effects:** Increased heart rate and blood pressure; euphoria; increased sociability and sex drive; paranoia, agitation, and hallucinations; psychotic and violent behavior; nosebleeds; sweating; nausea, vomiting; insomnia; irritability; dizziness; depression; suicidal thoughts; panic attacks; reduced motor control; cloudy thinking.

**Long-term effects:** Breakdown of skeletal muscle tissue; kidney failure; death. **Other health risks:** Risk of HIV, hepatitis, and other infectious diseases from shared needles.

#### *10.4.1.27 Tobacco*

Plant grown for its leaves, which are dried and fermented before use. **Street names:** None.

**Commercial names:** Multiple brand names. Common forms: Cigarettes, cigars, bidis, hookahs, smokeless tobacco (snuff, spit tobacco, chew). **Short-term effects:** Increased blood pressure, breathing, and heart rate. **Long-term effects:** Greatly increased risk of cancer, especially lung cancer when smoked and oral cancers when chewed; chronic bronchitis; emphysema; heart disease; leukemia; cataracts; pneumonia. **Other health risks:** Pregnancy: miscarriage, low birth weight, premature delivery, stillbirth, learning and behavior problems.

#### *10.4.2 Alcohol Abuse*



Drinking too much – on a single occasion or over time – can take a serious toll on your health. Here's how alcohol can affect your body: 1. Brain – Alcohol interferes with the brain's communication pathways, and can affect the way the brain looks and works. These disruptions can change mood and behavior, and make it harder to think clearly and move with coordination. 2. Heart – Drinking a lot over a long time or too much on a single occasion can damage the heart, causing problems including cardiomyopathy (stretching and drooping of heart muscle), arrhythmias (irregular heart beat), stroke, and high blood pressure. 3. Liver – Heavy drinking takes a toll on the liver, and can lead to a variety of problems and liver inflammations including steatosis (fatty liver), alcohol hepatitis, fibrosis, and cirrhosis. 4. Pancreas – Alcohol causes the pancreas to produce toxic substances that can eventually lead to pancreatitis, a dangerous inflammation and swelling of the blood vessels in the pancreas that prevents proper digestion. 5. Cancer – Drinking too much alcohol can increase your risk of developing certain cancers, including cancers of the mouth, esophagus, throat, liver, and breast. 6. Immune System – Drinking too much can weaken your immune system, making your body a much easier target for disease. Chronic drinkers are more liable to contract diseases like pneumonia and tuberculosis than people who do not drink too much. Drinking a lot on a single occasion slows your body's ability to ward off infections – even up to 24 hours after getting drunk.<sup>8</sup>

## Drug and Alcohol Programs

### 10.5.1 Employees

The following programs are available for employees at UHWO: WorkLife Hawai'i, an employee assistance program. Information regarding this program is available here:

<http://www.worklifehawaii.org/>.

Substance abuse needs may also be covered by an employee's medical benefits.

### 10.5.2 Currently Enrolled Students

The following programs are available to currently enrolled students at UHWO:

- Individual counseling by UHWO Counseling Services for students who need assistance with substance and alcohol abuse issues.
- Informational booths on substance and alcohol abuse at various student events.
- Mental Health Moments are periodic communications via email from UHWO Counseling Services, regarding alcohol and drug awareness.

### 10.5.3 Other Counseling, Treatment, and Rehabilitation Programs Available for Students and Employees

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<sup>8</sup> <https://www.niaaa.nih.gov/alcohol-health/alphabets-effects-body>



**Hina Mauka**

**Waipahu Outreach Office**

94-216 Farrington Hwy #B-306

Waipahu, HI 96797

Ph. 671-6900

<http://www.hinamauka.org>

**Wai'anae Coast Comprehensive Health Center**

**Malama Recovery Services**

Substance Abuse Outpatient Program

86-260 Farrington Hwy

Wai'anae, HI 96792

Ph. 697-3722

<http://www.wcchc.com>

**Wai'anae Coast Community Mental Health Center, Inc.**

**Hale Na'au Pono**

86-226 Farrington Hwy

Wai'anae, HI 96792

Ph. 696-4211

<http://www.wccmhc.org/>

## 10.6 Disciplinary Sanctions

### 10.6.1 Employees

The introductory language of Section III of the University of Hawai'i's system policy entitled Illegal Drugs, Alcohol, and Substance Abuse (EP 11.201) states: "The University can best achieve its mission by creating a supportive working environment in which individuals encourage one another to pursue excellence in their professional and personal lives. Students, faculty and staff share a responsibility to help one another by learning to recognize the signs and behaviors associated with substance abuse and addiction, and by encouraging those with such problems to seek appropriate help and rehabilitation. Once an individual has undergone treatment for substance abuse or addiction, the University should extend support and encouragement during the recovery phase."

Section III(F)(4) of EP 11.201 states:

"Within thirty days after receiving notice from an employee of a conviction under [this policy], the University shall (a) take appropriate personnel action against such employee, up to and including termination; or (b) require such employee to satisfactorily participate in a drug abuse or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency."





Furthermore, as a condition of continued employment, any employee who is convicted for a violation occurring in the workplace of any state or federal criminal statute involving manufacture, distribution, dispensation, use, or possession of any controlled substance shall notify the UHWO Human Resources Office of the conviction no later than five (5) working days after such conviction. Failure to timely report such conviction shall subject an employee to disciplinary action, up to and including discharge. Any employee who is convicted as described above shall be subject to (1) participation in a drug abuse assistance or rehabilitation program as a condition of continued employment; and/or (2) disciplinary action, up to and including discharge.”

### 10.6.2 Currently Enrolled Students

Violations of the Systemwide Student Conduct Code are taken very seriously. When a currently enrolled student violates the Code, the following language in Section IV of the current Code applies. It states:

“(3.) For the purposes of this Student Code, the VCSA has named the Director of Compliance (DoC) as the “designee” authorized to resolve complaints that allege(s) (a) potential violation(s) of the Student Code.”

Given this delegation of authority, UHWO has developed the following sanctions that may be imposed upon finding of a violation of the Code:

- a. **Written Warning** – A notice in writing to the student that the student is violating or has violated institutional regulations and a copy of the warning letter is placed in the student’s disciplinary file.
- b. **Probation** – Probation is for a designated period of time (which may include the remainder of their enrollment at UHWO) and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period. This sanction may require the student to meet with the Vice Chancellor of Student Affairs (or his or her designee) upon request.
- c. **Loss of Privileges** – Denial of specified privileges for a designated period of time.
- d. **Restitution** – Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.
- e. **Discretionary Sanctions** – Work assignments, essays, service to UHWO, Community Service or other related discretionary or educational related assignments.
- f. **No contact orders** – Between the Responding Party and the Reporting Party, and others (such as witnesses) when appropriate.
- g. **Suspension** – Separation of the student from UHWO for a definite period of time (usually 1 year or less) after which the student is eligible to return. Conditions for readmission may be specified. Suspensions may be effective immediately or deferred.



- h. **Dismissal** – Separation of the student from UHWO for more than 1 year. The student may be eligible for return. Conditions for readmission may be specified. Dismissals will be effective immediately.
- i. **Expulsion** – Separation of the student from UHWO permanently. Expulsions will be effective immediately.
- j. **Revocation of Admission and/or Degree** – Admission to or a degree awarded from UHWO may be revoked for fraud, misrepresentation, or other violation of UHWO standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.

Sanctions are administered on a case by case basis, taking into consideration the unique facts and/or mitigating or aggravating circumstances presented. One or more of the listed sanctions may be imposed for any violation of the Code. The ultimate goal of the sanctions is to reinforce UHWO's commitment to a positive and safe learning environment consistent with acceptable social standards, and in accordance with federal, state and local laws. To achieve this goal, one or more of the sanctions listed above may be assigned.

Furthermore, when applicable, the Director of Compliance will work closely with Campus Security when a student has also violated the law. Campus Security will seek assistance from local law enforcement regarding drug and alcohol related offenses that occur on the UHWO campus and involves currently enrolled students when warranted.

## 10.7 Annual Notification of the Drug and Alcohol Prevention Program (DAAPP) and Biennial Report

### 10.7.1 Notification

Notification of the information contained in the DAAPP will be distributed to all currently enrolled students and current employees of UHWO via email on or before September 25<sup>th</sup> of each year by the UH System Office of Human Resources.

### 10.7.2 Oversight Responsibility

The Director of Compliance shall have oversight responsibility of the DAAPP including, but not limited to: updates, coordination of information required in the DAAPP, and coordination of the annual notification to employees and students on UHWO's campus.

### 10.7.3 Biennial Report

Every two years, UHWO reviews its drug and alcohol prevention programs to determine the effectiveness of the programs and implement necessary changes; to determine the number of drug and alcohol related fatalities reported to UHWO officials that occur on campus or part of UHWO activities; to determine the number and types of sanctions imposed by UHWO as a result of drug and alcohol related violations and fatalities on campus or at any UHWO activities; to ensure that sanctions imposed by UHWO for drug and alcohol violations are consistently



enforced. The next biennial review will be conducted in 2016.

## 11.0 Board of Regents Nondiscrimination Policy

UHWO is committed to maintaining a fair and respectful environment for work and study and to protect students and prospective students, employees and prospective employees, from prohibited discrimination or harassment, consistent with federal, state and local law, other policies adopted by the Board of Regents, and rules and standards of conduct adopted by UHWO.

University of Hawai'i Board of Regents' [\*Policy on Nondiscrimination and Affirmative Action \(RP 1.205\)\*](#) applies to all students, employees, staff, faculty, supervisors, administrators, officials, volunteers, guests, vendors, contractors and visitors to campus. The Policy applies to all UHWO programs and activities, including all academic, educational, extracurricular, athletic, social and other programs and activities related to UHWO. Application of the Policy is not limited to the UHWO campus, or to facilities or premises at which any UHWO-related programs or activities occur.

UHWO prohibits any member of the UHWO Community (including students, employees, staff, faculty, supervisors, administrators, officials, volunteers, guests, vendors, contractors and visitors) from discriminating against or harassing any other member of the UHWO Community on the basis of the member's race, color, sex, age, religion or creed, national origin or ancestry, familial status, disability, marital status, height, weight, sexual orientation, gender, genetic information, veteran or military status, or any other factor prohibited by law. Prohibited discrimination occurs when one of these factors is the basis for treating a person worse than other people who are "similarly situated."

A copy of the Board of Regents' *Policy on Nondiscrimination and Affirmative Action (RP 1.205)* can be found here:

<http://www.hawaii.edu/policy/?action=viewPolicy&&policySection=rp&policyChapter=1&policyNumber=205>.

## 12.0 Sex/Gender Based Discrimination (Title IX)<sup>9</sup>

As a recipient of Federal funds, UHWO is required to comply with Title IX of the Higher Education Amendments of 1972 ("Title IX"), which prohibits discrimination on the basis of sex in education programs or activities. Sex discrimination and gender-based violence are broad terms that encompass forms of prohibited discrimination under Title IX. Examples of these prohibited conduct include, but are not limited to: sexual harassment, sexual exploitation, sexual assault, dating violence, domestic violence, and stalking. UHWO is committed to providing programs,

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<sup>9</sup> 20 U.S.C. Section 1681 *et seq.*



activities, and a work and educational environment free from sex discrimination and gender-based violence.

UHWO has designated one individual as Title IX Coordinator, with two Deputy Title IX Coordinators (one deputy is the Deputy Employee Title IX Coordinator and the other is the Deputy Student Title IX Coordinator).

These individuals have received formal Title IX Coordinator Training through Association of Title IX Administrators, Academic Impressions and Higher Education Compliance Professionals, LLC. These organizations are nationally recognized in providing Title IX compliance training.

UHWO's Title IX Coordinators are responsible for ensuring that UHWO remains in compliance with the law and federal regulations for their respective areas. As such, coordinators share appropriate information between departments and, at times, may conduct joint investigations when necessary. Policies and procedures are reviewed by both coordinators. Best practices, educational opportunities, and required programming are shared between the coordinators. For more information regarding UHWO's Title IX's Coordinators, resources and information, please visit: <http://www.uhwo.hawaii.edu/about-us/university-policies/title-ix/>

Specific information regarding the current UHWO Title IX grievance process (which is the UH System [Interim Executive Policy EP 1.204: Interim Policy and Procedure on Sex Discrimination and Gender-Based Violence](#)) can be viewed at: <http://hawaii.edu/policy/docs/temp/ep1.204.pdf>.

UHWO Title IX Coordinator, Deputy Title IX Coordinators, and the Title IX Investigator, who are associated with the implementation of the Interim Policy, are required to receive regular and ongoing relevant training to ensure and protect the safety of victims and promote integrity and accountability within the process.

As a public institution, UHWO must provide an equitable process to both a Reporting Party and a Responding Party. This includes conducting a prompt and impartial investigation and resolution. For example, both the Reporting Party and the Responding Party must have the same opportunities to present information/witnesses during the process and will be allowed the opportunity to select and be accompanied by an advisor of their choice at any meeting or proceeding relating to the charge(s). However, the role of the advisor will be limited within the Interim Process. Also, the disciplinary proceedings will be consistent with UHWO's policies, and timely notice of meetings and hearings will be given to all participants. Deadlines and other time frames may be extended for good cause. Both parties will have an opportunity to review the investigatory materials used in the decision making process. The UHWO officials involved in the process will be free of any bias or conflict of interest, and will have at least annual training on investigation and hearing processes, or as determined necessary by the UH System Office of Institutional Equity. In addition, both the Reporting Party and the Responding Party will be simultaneously informed of the final outcome of any institutional disciplinary proceeding



involving prohibited conduct, including any specific sanction imposed against the accused that is reasonable given the facts and the circumstances of each case. Both parties will also be given information about how to appeal the outcome of their case, and when results become final.

The standard of review required for all sex discrimination and gender based violence cases is the “preponderance of the evidence” standard. In other words, UHWO will make a determination as to “whether more likely than not” a Responding Party has engaged in any prohibited behavior defined in the Interim Policy.

If UHWO determines that a Responding Party engaged in prohibited behavior as defined by the Interim Policy, the possible disciplinary action and sanctions may include a discretionary sanction, probation, suspension, dismissal or expulsion, based on the facts and the circumstances. Both parties may appeal the decision of a Decision Maker for specific reasons. The decision of an Appellate Officer are final and binding on both parties.

In addition, UHWO is also required and committed to upholding the First Amendment of the United States Constitution and to uphold all other constitutional protections for all of its students. Compliance with the provisions of Violence Against Women Act (VAWA) Reauthorization 2013 and the Campus Sexual Violence Elimination Act (Campus SaVE Act) does not constitute a violation of section 444 of the General Education Provisions Act<sup>10</sup> commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

For the purposes of the Clery Act, the Interim Process will be used to address sexual assault, domestic violence, dating violence and stalking. These crimes are also considered forms of sex and gender based discrimination under Title IX. UHWO will report crime statistics to the Department of Education for the offenses listed in this section, but will not identify any of the parties involved.

## 12.1 Dating Violence, Domestic Violence, Sexual Assault, Stalking, and Related Terms

UHWO prohibits crimes involving dating violence, domestic violence, sexual assault, and stalking as those terms are defined in the *Clery Act*. For the purpose of community education and awareness, these crimes and related terms are defined in Hawaii law as follows:

### 12.1.1 Dating Violence and Domestic Violence

In the *Hawaii Revised Statutes (HRS), Penal Code*, the State of Hawaii does not differentiate between “dating violence” and “domestic violence.” Both crimes are prohibited in the same section as follows:

#### **“HRS 709-706. Abuse of Family or Household Members**

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<sup>10</sup> 20 U.S.C.1232g



(1) It shall be unlawful for any person, singly or in concert, to physically abuse a family or household member or to refuse compliance with the lawful order of a police officer under subsection (4). The police, in investigating any complaint of abuse of a family or household member, upon request, may transport the abused person to a hospital or safe shelter.

“Family or household member” :

- (a) Means spouses or reciprocal beneficiaries, former spouses or reciprocal beneficiaries, persons in a dating relationship as defined under section 586-1, persons who have a child in common, parents, children, persons related by consanguinity, and persons jointly residing or formerly residing in the same dwelling unit; and
- (b) Does not include those who are, or were, adult roommates or cohabitants only by virtue of an economic or contractual affiliation.”

According to HRS 586-1, a “‘Dating relationship’ means a romantic, courtship, or engagement relationship, often but not necessarily characterized by actions of an intimate or sexual nature, but does not include a casual acquaintanceship or ordinary fraternization between persons in a business or social context.”

### 12.1.2 Sexual Assault

Hawaii state law divides the crime of sexual assault into four categories, as stated in the HRS:

#### “HRS 707-730. Sexual assault in the first degree

- (1) A person commits the offense of sexual assault in the first degree if:
  - (a) The person knowingly subjects another person to an act of sexual penetration by strong compulsion;
  - (b) The person knowingly engages in sexual penetration with another person who is less than fourteen years old;
  - (c) The person knowingly engages in sexual penetration with a person who is at least fourteen years old but less than sixteen years old; provided that:
    - (i) The person is not less than five years older than the minor; and
    - (ii) The person is not legally married to the minor;
  - (d) The person knowingly subjects to sexual penetration another person who is mentally defective; or



- (e) The person knowingly subjects to sexual penetration another person who is mentally incapacitated or physically helpless as a result of the influence of a substance that the actor knowingly caused to be administered to the other person without the other person's consent.

Paragraphs (b) and (c) shall not be construed to prohibit practitioners licensed under chapter 453 or 455 from performing any act within their respective practices.

**HRS 707-731. Sexual assault in the second degree**

(1) A person commits the offense of sexual assault in the second degree if:

- (a) The person knowingly subjects another person to an act of sexual penetration by compulsion;
- (b) The person knowingly subjects to sexual penetration another person who is mentally incapacitated or physically helpless;
- (c) The person, while employed:
  - (i) In a state correctional facility;
  - (ii) By a private company providing services at a correctional facility;
  - (iii) By a private company providing community-based residential services to persons committed to the director of public safety and having received notice of this statute;
  - (iv) By a private correctional facility operating in the State of Hawaii; or
  - (v) As a law enforcement officer as defined in section 710-1000,

knowingly subjects to sexual penetration an imprisoned person, a person confined to a detention facility, a person committed to the director of public safety, a person residing in a private correctional facility operating in the State of Hawaii, or a person in custody; provided that paragraph (b) and this paragraph shall not be construed to prohibit practitioners licensed under chapter 453 or 455 from performing any act within their respective practices; and further provided that this paragraph shall not be construed to prohibit a law enforcement officer from performing a lawful search pursuant to a warrant or exception to the warrant clause; or

- (d) The person knowingly subjects to sexual penetration a minor who is at least sixteen years old and the person is contemporaneously acting in a professional capacity to instruct, advise, or supervise the minor; provided that:



- (i) The person is not less than five years older than the minor; and
- (ii) The person is not legally married to the minor.

**HRS 707-732. Sexual assault in the third degree**

(1) A person commits the offense of sexual assault in the third degree if:

- (a) The person recklessly subjects another person to an act of sexual penetration by compulsion;
- (b) The person knowingly subjects to sexual contact another person who is less than fourteen years old or causes such a person to have sexual contact with the person;
- (c) The person knowingly engages in sexual contact with a person who is at least fourteen years old but less than sixteen years old or causes the minor to have sexual contact with the person; provided that:
  - i. The person is not less than five years older than the minor; and
  - ii. The person is not legally married to the minor;
- (d) The person knowingly subjects to sexual contact another person who is mentally defective, mentally incapacitated, or physically helpless, or causes such a person to have sexual contact with the actor;
- (e) The person, while employed:
  - (i) In a state correctional facility;
  - (ii) By a private company providing services at a correctional facility;
  - (iii) By a private company providing community-based residential services to persons committed to the director of public safety and having received notice of this statute;
  - (iv) By a private correctional facility operating in the State of Hawaii; or
  - (v) As a law enforcement officer as defined in section [710-1000],

knowingly subjects to sexual contact an imprisoned person, a person confined to a detention facility, a person committed to the director of public safety, a person residing in a private correctional facility operating in the State of Hawaii, or a person in custody, or causes the person to have sexual contact with the actor; or





- (f) The person knowingly, by strong compulsion, has sexual contact with another person or causes another person to have sexual contact with the actor.

Paragraphs (b), (c), (d), and (e) shall not be construed to prohibit practitioners licensed under chapter 453 or 455 from performing any act within their respective practices; provided further that paragraph (e)(v) shall not be construed to prohibit a law enforcement officer from performing a lawful search pursuant to a warrant or an exception to the warrant clause.

### **HRS 707-733. Sexual assault in the fourth degree**

(1) A person commits the offense of sexual assault in the fourth degree if:

- (a) The person knowingly subjects another person, not married to the actor, to sexual contact by compulsion or causes another person, not married to the actor, to have sexual contact with the actor by compulsion;
- (b) The person knowingly exposes the person's genitals to another person under circumstances in which the actor's conduct is likely to alarm the other person or put the other person in fear of bodily injury; or
- (c) The person knowingly trespasses on property for the purpose of subjecting another person to surreptitious surveillance for the sexual gratification of the actor."

According to HRS 710-1000, as used in the preceding sections, "Law enforcement officer' means any public servant, whether employed by the State or subdivisions thereof or by the United States, vested by law with a duty to maintain public order or, to make arrests for offenses or to enforce the criminal laws, whether that duty extends to all offenses or is limited to a specific class of offenses."

### **12.1.3 Stalking**

Hawaii law defines "stalking" as a form of harassment, according to the HRS:

#### **"HRS 711-1106.5. Harassment by stalking**

(1) A person commits the offense of harassment by stalking if, with intent to harass, annoy, or alarm another person, or in reckless disregard of the risk thereof, that person engages in a course of conduct involving pursuit, surveillance, or nonconsensual contact upon the other person on more than one occasion without legitimate purpose.

...



(3) For purposes of this section, “nonconsensual contact” means any contact that occurs without that individual's consent or in disregard of that person's express desire that the contact be avoided or discontinued. Nonconsensual contact includes direct personal visual or oral contact and contact via telephone, facsimile, or any form of electronic communication, as defined in section 711-1111(2), including electronic mail transmission.”

According to HRS 711-1111(2), “‘Electronic communication’ means any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or part by a wire, radio, electromagnetic, photoelectronic, or photo-optical system.”

#### 12.1.4 Consent

Because the Hawaii Penal Code does not define “consent” with regard to sexual activity, the following definition has been developed in Hawaii courts: “Consent signifies voluntary agreement or concurrence...and may be express or implied.”<sup>11</sup>

With regard to sexual assault crimes, Hawaii law has defined what constitutes “ineffective consent” in HRS 702-235:

“Unless otherwise provided by this Code or by the law defining the offense, consent does not constitute a defense if:

- (1) It is given by a person who is legally incompetent to authorize the conduct alleged;
- (2) It is given by a person who by reason of youth, mental disease, disorder, or defect, or intoxication is manifestly unable or known by the defendant to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct alleged;
- (3) It is given by a person whose improvident consent is sought to be prevented by the law defining the offense; or
- (4) It is induced by force, duress or deception.”

UHWO defines “consent” as “affirmative, conscious, and voluntary agreement to engage in agreed upon forms of sexual contact. A person cannot give consent if the person is under the age of consent for sexual contact, the person is developmentally or intellectually disabled, or the person is mentally incapacitated or physically helpless. Lack of protest or resistance cannot be interpreted as consent. Silence cannot be interpreted as consent. Consent must be ongoing throughout any sexual contact and can be revoked at any time. The existence of a dating relationship, domestic partnership or marriage between the persons involved, or the existence of past sexual relations between the persons involved, is never by itself an indicator of

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<sup>11</sup> *State v. Adams*, 10 Haw.App. 593, 605, 880 P.2d 226, 234 (1994) and recently reiterated in *State v. McFadden*, 136 Hawaii 190, 358 P.3d 759 (2015)



consent.”

## 12.2 Campus Programming

UHWO has created a Campus Awareness/Programming Team (CAPT), which consists of representatives from students, faculty, and staff, including UHWO's Campus Security, Chancellor's Office, Communications, Counseling, Health Services, Human Resources, Student Affairs, Student Life, and Student Compliance.

UHWO's CAPT identifies and coordinates the campus-wide effort to provide programming via awareness campaigns throughout the year. UHWO's proposed activities include awareness campaigns during the following months in the 2016/2017 Academic Year:

- January: National Stalking Awareness Month
- February: E Ola Pono (Health and Wellness week)
- April: Sexual Assault Awareness Month
- April: Alcohol Awareness Month
- May: Mental Health Awareness Month/National Women's Health Week
- September: National Campus Safety Awareness Month
- September: E Ola Kākou (Health and Wellness Week)
- September: Suicide Awareness Month
- October: National Substance Abuse Prevention Month
- October: Domestic Abuse Awareness Month
- October: Crime Prevention Awareness Month
- October: LGBTQ Awareness (National Coming Out Day is Oct. 11).

The CAPT's programming efforts include, but are not limited to:

- a. **Awareness programs.** “Awareness programs” refers to programs, campaigns, or initiatives that increase audience knowledge of the issues of sexual assault, domestic violence, dating violence and stalking and share information and resources to prevent interpersonal violence, promote safety, and reduce perpetration.

UHWO's awareness programs include (but is not limited to) informational poster/social media campaigns and educational programming and face to face presentations that focuses on sharing resources and information about these issues. UHWO may also screen several feature films, such as “Listen” featuring mental health awareness, and “SHOTS,” which explores the intersection between alcohol and sexual assault.

- b. **Bystander intervention.** The term “bystander intervention” refers to safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene in situations of potential harm when there is a risk of domestic violence, dating violence, sexual assault, or stalking.



UHWO's bystander intervention programming includes (but is not limited to) social media campaigns, pamphlets, and handouts, and/or roundtable discussions with various audiences. UHWO held "What's Love" workshops ("Safe Zone Training Program for allies of LGBT people"; "Sexual Violence – Tools for Response and Prevention"; and "Mentors in Violence Prevention") as a part of Sexual Violence Prevention and Awareness Workshops.

- c. **Ongoing prevention and awareness campaigns.** "Ongoing awareness and prevention campaigns" refers to campaigns that are sustained over time focusing on increasing awareness or understanding of topics relevant to sexual assault, domestic/dating violence and stalking. These programs occur at different levels throughout the institution (i.e. faculty, athletics, and incoming students) and utilize a range of strategies.

UHWO's ongoing prevention and awareness campaign activities include (but is not limited to) social media campaigns, pamphlets, and handouts, and/or roundtable discussions with various audiences. UHWO participated in the [r e s p e c t] awareness campaign, which is a UH System initiative that utilizes the distribution of memorabilia (i.e. "swag") to promote respect and education. UHWO also participates in "E Ola Kakou," an annual fall health and wellness fair, that includes suicide prevention/ awareness tables, and "E Ola Pono," an annual spring health and wellness fair, which includes a variety of wellness campaigns.

- d. **Primary prevention programs.** "Primary prevention" refers to programming, initiatives and strategies intended to stop domestic violence, dating violence, sexual assault, or stalking before it occurs to prevent initial perpetration or victimization through the promotion of positive and healthy behaviors and beliefs.

UHWO's primary prevention program activities include social media campaigns, pamphlets and handouts, and/or roundtable discussions with various audiences. UHWO hosted a "Walk A Mile in her Shoes" event annually in April, which is open to the public. The event is a part of the international men's march to stop rape, sexual assault and gender violence, and UHWO students, faculty and staff participate in a walk around the UHWO campus, many wearing women's high-heeled shoes or slippers, to demonstrate support for efforts to stop the violence.

- d. **Risk reduction.** "Risk reduction" refers to approaches that seek to mitigate risk factors that may increase the likelihood of perpetration, victimization, or bystander inaction.

UHWO's activities includes, but is not limited to: general crime prevention education and creation, Active Shooter Training, implementation, and awareness of UHWO's Behavior Intervention Team (BIT).

## 12.3 Responding to Sex Offenses

Under Title IX, UHWO is required to have grievance procedures that appropriately address complaints regarding sex discrimination and gender-based violence when reported to the



institution (see section 12.0).

UHWO highly encourages sexual assault, domestic violence, dating violence, and stalking victims to timely report incidents to a Title IX Coordinator, Deputy Title IX Coordinator, the UHWO Campus Security Department, and/or other Campus Security Authority (CSA).

Filing a report with a UHWO Campus Security Department officer, or other CSA, will not obligate the Reporting Party to participate in a criminal investigation or prosecution, nor will it subject the Reporting Party to scrutiny or judgmental opinions from officers. Filing a report will:

- Ensure that a Reporting Party has an opportunity to access the necessary medical treatment and testing;
- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a Reporting Party of an alleged sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam);
- Assure the Reporting Party is provided information regarding free confidential counseling from community or campus counselors specifically trained in the area of sexual assault crisis intervention.
- Allow for UHWO to provide the Reporting Party with interim protective measures, such as “no-contact” orders between the parties, witnesses, and others as appropriate. UHWO may also assist the Reporting Party with changes in academic and living situations when available, appropriate, and requested by the Reporting Party. To the extent possible, all interim measures provided by UHWO will protect the identity of the Reporting Party.

When a Reporting Party contacts Campus Security, other UHWO officials (such as the Title IX Coordinator or the Deputy Title IX Coordinators) may be contacted to ensure compliance with federal law, when appropriate, to assist the Reporting Party and/or provide information regarding UHWO's grievance procedures. For more information regarding Title IX, please contact:

Beverly Baligad, J.D.

Director of Compliance/Title IX Coordinator

Email: [bbaligad@hawaii.edu](mailto:bbaligad@hawaii.edu) or [uhwot9c@hawaii.edu](mailto:uhwot9c@hawaii.edu)

Tel.: 808.689.2934

Office: Library Building, B216

The Reporting Party has the right to determine which type of investigation they wish to pursue (criminal or administrative or both). Once a report has been made to a UHWO official, the Title IX Coordinator may provide appropriate interim measures (when determined to be necessary) for the Reporting Party as described above. UHWO will conduct an impartial investigation into the facts and circumstances of the allegations, and a report of the findings will be sent to the Decision Maker. The Decision Maker will review all of the evidence (e.g. statements from interviews, documents) and make a final decision as to whether or not the evidence supports a



finding that UHWO rules have been violated, and what sanctions will apply (if any) in writing to both the Reporting and the Responding Party as a result. Both parties to a complaint will have the opportunity to appeal any outcome with which they disagree. It is anticipated that the entire process from receiving a complaint to final decision will take no more than 60 days, however time may be extended when necessary and appropriate.

A Title IX Coordinator will provide the Reporting Party with information regarding any/all available options, and support the Reporting Party in his or her decision. UHWO provides on-campus counseling through its UHWO Counseling Services office located in the Library Building, Rm. B221. In addition, UHWO's Title IX Coordinator has designated Dr. Steven Taketa as the campus' only Title IX confidential resource available to assist victims, respondents and/or reporters.

Community based counseling and support services outside UHWO include:

Hawai'i Domestic Violence Action Center

[www.stoptheviolence.org](http://www.stoptheviolence.org)

Tel.: 808-531-3771

The Sex Abuse Treatment Center

<http://www.satchawaii.com/>

Tel.: 808-524-7273

National Sexual Assault Hotline

<https://ohl.rainn.org/online/>

Tel.: 800-656-HOPE(4673)

Parents and Children Together (PACT)

[www.pacthawaii.org](http://www.pacthawaii.org)

Tel.: 808-8473285

## 12.4 Sex Offender Registration Information

Campus Sex Crimes Prevention Act of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Clery Act and the Family Educational Rights and Privacy Act of 1974 (FERPA), requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State, to provide notice of each institution of higher education in the State at which the person is employed, carries a vocation, or is a student. In the State of Hawai'i, certain convicted sex offenders must register with the Sex Offender Registration Act maintained by the Attorney General of Hawai'i.

The Hawai'i law requiring sex offenders and other covered offenders to register with the



Attorney General can be found here: [http://www.capitol.hawaii.gov/hrscurrent/Vol14\\_Ch0701-0853/HRS0846E/](http://www.capitol.hawaii.gov/hrscurrent/Vol14_Ch0701-0853/HRS0846E/)

The Hawai'i Sex Offender (and other covered offender) Registry can be searched here: <http://sexoffenders.ehawaii.gov/sexoffender/welcome.html>

Registry information provided under this section shall be used for the purpose of the administration of criminal justice, screening of current or prospective employees, volunteers or otherwise for the protection of the public in general and children in particular.

APPENDIX A

