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Student Handbook
MESSAGE FROM THE VICE PRESIDENT FOR STUDENT LIFE

The offices of Student Life recognize that students at Walla Walla University (WWU) are our highest priority; therefore, we welcome your unique strengths, talents, contributions, and ideas. We are eager for each WWU student to experience the mighty power of God to shape their lives. At Student Life we desire to enhance your WWU experience by working closely with faculty and staff to support your academic maturation and growth as a person. Our offices play an important role in bridging all aspects of the academic, social, intellectual, and spiritual experiences of students at WWU. We want to help you discover a sense of belonging within the university community.

We strive to foster an educational community for students that will reflect the highest level of commitment to student success within an environment that encourages and provides opportunities for leadership development, personal, social, and spiritual growth, and respect for intellectual and cultural competence.

The functional areas that comprise Student Life support all aspects of students’ experiences and include Residential Life and Housing; Campus Ministries; Campus Security; CommUnity; Campus Clubs; Counseling, Testing and Wellness; Dining Services; and Associated Students of Walla Walla University (ASWWU).

If I can be of any assistance to you, please don’t hesitate to stop by my office in Kellogg Hall, call me at (509) 527-2511, or email me at doug.tilstra@wallawalla.edu.

The offices of Student Life are here to serve you.

Regards,

[Signature]

Douglas Tilstra, Ph.D.
Vice president for Student Life
MISSION AND VISION OF WWU

We are a community of faith and discovery committed to
- Excellence in thought
- Generosity in service
- Beauty in expression
- Faith in God

Philosophy
Walla Walla University is founded on Christian teachings and values as understood and appreciated by the Seventh-day Adventist Church. Central to these teachings is the belief that every person is created in the image of God as a being of inestimable value and worth, imbued with powers of intelligence, stewardship, and creativity akin to those of the Creator. Walla Walla University, therefore, seeks in its mission to foster the unique gifts of every individual within this Christian community of faith and discovery. Committed to excellence in thought, the university seeks to impart a broad knowledge of the arts, sciences, and professions by careful instruction and open inquiry at both the undergraduate and graduate levels. Recognizing that God is the source of all truth, goodness, and beauty, the university seeks to convey to students a wisdom that translates academic achievement into responsible citizenship, generous service, a deep respect for the beauty in God’s creation, and the promise of re-creation through Jesus Christ.

Walla Walla University, in service of its mission and core themes, is pursuing a decade of Sabbath Jubilee—celebrating and sharpening the best of who we are and what God has called us to be: a university offering unparalleled higher education in the context of wholistic, Christian community.

MISSION AND VISION OF STUDENT LIFE

Mission statement
Walla Walla University’s Student Life department exists to provide a growing Christian community and create a culture that emphasizes student leadership opportunities, fosters character development, enhances academic success, develops cultural competencies, and prepares students for Christ-inspired leadership roles in a local and global society.

Vision statement
The vision of Student Life is to:
- Complement the academic purpose of the university by offering students supportive resources designed to inspire excellent thought.
- Provide students with ample opportunities to develop a character of integrity and to shape a life of generous service.
- Foster a community committed to balanced, healthy living designed to inspire a beautiful way of life.
- Encourage students through various activities, programs, and partnerships to nurture a strong working relationship with God.
Philosophy statement
In the Student Life department we believe that through our collaboration across campus, students will be provided quality co-curricular programs and services that promote wholistic student success.

Our staff is dedicated to creating a positive spiritual, social, and academic atmosphere through a support system that assists students in their personal and professional development.

We believe in providing students with a variety of excellent leadership opportunities, as well as offering quality mentorship to develop leadership skills.

We are committed to preparing students for success in both their vocation and in a joy-filled life of local and global service.

Finally, we believe in leading, by example, our students to a faith-filled life of discipleship and learning in the footsteps of Jesus Christ within the faith tradition of the Seventh-day Adventist Church.

STUDENT LIFE AGREEMENT

The Walla Walla University Student Handbook provides WWU students with an overview of social, physical, and spiritual life at WWU. Students are encouraged to use the handbook to become familiar with their rights and responsibilities as members of the WWU community.

By registering for classes, you signify your understanding that WWU is a Seventh-day Adventist institution that upholds SDA standards and that you intend to support WWU philosophies and the community itself, and pledge acceptance of and full cooperation with university policies as stated in this handbook, in the WWU bulletin, and as officially announced. Student behavior, both on campus and off campus, is expected to comply with and reflect the values and vision of Walla Walla University.

WWU is a community of faith and discovery committed to:
- Excellence in thought
- Generosity in service
- Beauty in expression
- Faith in God

As members of Walla Walla University, we are committed to learning and practicing in ways that support a Christ-like, caring, and socially just community. This can include any individual asking others to stop disrespectful or abusive speech and/or disruptive behavior. Therefore, we will not tolerate disrespectful or abusive speech and/or disruptive behavior from individuals or groups.

Civility is the art of treating others, as well as ourselves, with respect, dignity, and care. Civility is apparent when we are sensitive to the impact that
our communications, practices, and behaviors have on others, and when we acknowledge each person’s self-worth and unique contributions to the community as a whole.

Collectively, faculty, staff, and students of Walla Walla University are responsible for ensuring a safe and supportive learning and work environment by upholding WWU standards and policies.

Visitors to the university are asked to cooperate with university policies while on campus. Walla Walla University welcomes visitors whose conduct while on campus is in accordance with these policies.

**STUDENT RIGHTS AND RESPONSIBILITIES**

To maintain a proper atmosphere for Christian growth and maturity and to ensure that the rights of all students are respected, the university expects students to act as responsible citizens, abiding by local, state, and federal laws, and to conduct themselves honorably. Although students of all religious persuasions are welcome, the university does expect students to live as members of a Christian community as detailed in the *Student Handbook and Code of Conduct*.

**STUDENT LIFE LEARNING OUTCOMES**

Walla Walla University offers both formal and informal co-curricular learning opportunities for our students. These opportunities include involvement with clubs and organizations, workshops, community outreach, living-learning communities, intramural and recreation programs, campus ministries programs, interactions with faculty, staff and other students, service learning, student leadership, cultural events, student missions, and Adventist Study Abroad. Through involvement in these co-curricular programs, students will develop an understanding of the core values of WWU and demonstrate the ability to integrate and apply these core values across the curriculum and co-curriculum.

*Excellence in thought*

*As a result of their Walla Walla University experience, students will:*

- Acquire learning skills to assist in their academic success through co-curricular and curricular programs.
- Develop and apply creative, critical, effective, ethical, and reflective thinking and reasoning skills.
- Determine their career interests and successfully manage those interests.
- Develop the ability to manage and resolve interpersonal conflict; exhibit responsible decision-making and personal accountability.
skills.
- Develop a sense of personal integrity and clarify personal values; develop effective oral and written communication skills.
- Identify their own leadership style and develop a range of leadership skills and abilities.

Generosity in service
As a result of their Walla Walla University experience, students will:
- Cultivate a propensity for service learning.
- Demonstrate an understanding of effective teamwork.
- Understand leadership theory and styles.
- Identify their own leadership style when working with others.
- Develop a range of leadership skills and abilities to effectively lead change, resolve conflict, and motivate others.
- Develop a sense of civic responsibility and a commitment to public life.

Beauty in expression
As a result of their Walla Walla University experience, students will:
- Develop knowledge and skills to maintain personal health and fitness.
- Improve self-understanding and awareness by developing an integrated personal identity.
- Develop multicultural awareness and knowledge.
- Appreciate creative expression and aesthetics.
- Develop sensitivity to and appreciation of individual differences;
- Exhibit the ability to work collaboratively with others.
- Demonstrate compassion and empathy toward others.

Faith in God
As a result of their Walla Walla University experience, students will:
- Develop a knowledge of God's character.
- Understand how to navigate a personal relationship with God.
- Be prepared to share their faith journey with others on campus and in their communities.
- Develop a spiritual portfolio or capstone through curricular and co-curricular programs that leads to a strong walk with God.

CAMPUS LIFE AND STUDENT SUPPORT SERVICES

Associated Students of Walla Walla University (ASWWU)
Location: Kellogg Hall, lower level
aswwu.com

All undergraduate students taking six credit hours or more are members of the Associated Students of Walla Walla University (ASWWU). Dues are assessed each quarter to fund a variety of student-planned activities and services. Some
events or publications may require additional fees. Services and activities sponsored by ASWWU include:

*The Atlas:* Located at 6 N. College Ave., The Atlas is owned and operated by ASWWU. The Atlas prepares and sells both hot and cold drinks. The Atlas also hosts campus events such as Open Mic Nights and campus club meetings and events.

*ASWWU Outdoors:* ASWWU believes that being outside is one of the best ways to relieve stress, make friends, and grow closer to God. ASWWU Outdoors provides students with a variety of outdoor recreational trips, educational courses, and rental gear for outdoor adventures. Trips are planned to cater to both first-timers and seasoned veterans, but every trip is focused on safety and fun.

*Mountain Rents:* Mountain Rents provides rental service for cross-country skiing, snowshoes, canoeing, camping, and other activities. It is located in the Student Association Center (SAC) in the lower level of Kellogg Hall.

*Publications:* ASWWU has multiple student-run publications including *The Collegian*, a weekly newspaper; *The Mask*, an online pictorial directory of students, faculty, and staff; *Mountain Ash*, the yearbook; and *Smug Mug*, an online portal that allows students to download free, hi-res pictures from ASWWU and campus events. The video production team also prepares ASWWU videos that are posted online at [vimeo.com/aswwu](http://vimeo.com/aswwu).

*Social activities:* ASWWU social department organizes ASWWU’s booth at the Welcome Back Bash, The Barn Party, Dead Week activities, and additional activities each month that vary in nature to appeal to the diverse student body.

*Spiritual activities:* ASWWU spiritual department plans and prepares an ASWWU-led weekend of worship each quarter, Student Week of Worship winter quarter, a religious concert, inspirational speakers, and more.

*Student government:* ASWWU members elect ASWWU executive officers and student senators annually. These positions create opportunities to positively impact student life at WWU and to develop and practice valuable leadership, administrative, and interpersonal skills.

*The Tread Shed:* Located behind The Atlas, The Tread Shed provides maintenance and repair services to students for their personal bicycles, snowboards and skis, as well as providing and maintaining ASWWU’s bicycles that are available for use on the WWU campus.

ASWWU executive officers are elected annually. Each officer must maintain a cumulative grade-point average of at least 3.0 and be free of major disciplinary actions. Job openings, descriptions, and eligibility requirements for elected and hired offices are available online at [aswwu.com](http://aswwu.com).
Campus Security
Location: 309 S. College Ave.
Hours: Available by phone (24 hours a day, 7 days a week)
Phone: (509) 527-2222
wallawalla.edu/security

The primary function of the Campus Security department is to protect the students, employees, and guests of WWU and their property. While the Campus Security office is open only during business hours, security officers are on duty 24 hours each day and can be reached by calling the department phone number. The WWU Campus Security department is not an official law enforcement agency, nor do personnel within the department have arrest authority. Rather, the department is designed to help keep the likelihood of criminal activity to a minimum and to keep the campus community aware of any safety/security issues via its website, the school paper, leaflets, and electronic communication in a timely manner.

Campus Security offers a number of services to the university community designed to enhance campus safety and security. Security Escort is a service that provides students with a safety escort anywhere within a two-block radius of campus from 6 p.m. to 6 a.m. Requests for a safety escort can be made by calling Campus Security. For a complete listing of available services, visit the website.

All vehicles must be registered annually with Campus Security. To register online, visit the Campus Security page and click “Online Vehicle Registration.” For more information about vehicle policies and procedures, please refer to Vehicle Regulations, Violations, Fines, and Procedures on page 37.

Chaplain’s Office
Location: 301 S. College Ave.
Hours: Monday–Thursday, 9 a.m.–5 p.m., and Friday, 9 a.m.–12 p.m.
Phone: (509) 527-2010 (an on-call chaplain is available at all times by pressing 1 when prompted)
wallawalla.edu/cm

The Chaplain’s Office, in collaboration with the University Church and with the support of other faculty, staff, and departments, oversees the breadth of spiritual programming on campus in order to provide a vibrant spiritual environment as part of a strong Christian university that holds its identity with the Seventh-day Adventist Church. The Chaplain’s Office specifically serves to magnify the love of Jesus Christ in our hearts, on our campus, and to the world. As such, every student has the opportunity to participate in private worship, local community service, Bible study, small groups, prayer initiatives, and even global service opportunities through the Student Missions program.

Campus Ministries. Coordinated by the lead campus chaplain, Campus Ministries involves several organizations with student leadership and participation. To learn more about each of these, visit the website and connect on Facebook via wallawalla.edu/cm.
Collegiate Advocates for Better Living (CABL): CABL promotes a positive, healthy Christian lifestyle through its activities and programs. The organization emphasizes drug- and alcohol-free lifestyles by offering, instead, outdoor activities such as biking, camping, rock climbing, and backpacking. Students and sponsors coordinate all activities. They also promote healthy choices on campus such as diet and rest.

Community service, outreach, and volunteer activities: Opportunities for outreach are available for students to serve local community members and families. Two Service Days during the school year are available for the entire campus, one of which joins Whitman College and Walla Walla Community College. There are often Sabbath afternoon activities targeting outreach to the community such as downtown Walla Walla outreach, nursing home visitations, or visits to the Humane Society.

Prayer ministry: An active prayer ministry on campus includes prayer requests, prayer warriors, and prayer vigils. There is a prayer house on campus called The Living Room that is available daily from 3 p.m. to 10 p.m. for students to meet with small groups or just get away from the busyness of college life to spend quiet time with God.

Sabbath rest: Each week we are provided with the opportunity to take a day set apart from the rest of the week to simply “be” with God and others. Friday night vespers, afterglow prayer and song services, Sabbath morning worship and Sabbath School discussion, potlucks, and more provide plenty of opportunities to disconnect from the craziness of life and connect with God.

Small groups: A variety of small groups meet regularly and are open to all students to provide both fellowship and spiritual enrichment. To see what groups are meeting currently, as well as to preview small group resources, visit the Chaplain’s Office website.

Student churches: Each year, different student groups organize and oversee a variety of worship opportunities on a Sabbath morning. These opportunities are diverse in worship style and student involvement. They often present relevant messages and/or teaching with music, prayer, and other creative activities to draw each person nearer to Christ and provide a challenge to continue to pursue a relationship with Him. Most of the student churches are active in community outreach. To learn more about what services are currently available, please contact the Chaplain’s Office.

Vespers: Every Friday evening the campus meets in the University Church sanctuary for a vespers program planned by Campus Ministries. The purpose of the vespers program is to welcome the “Ahhh” of Sabbath Rest (see above) by turning attention away from busy lives and onto the author and perfector of faith (Hebrews 12:1-2). Offering relevant messages, engaging worship, and time to reflect, vespers provides a great place to take that first deep breath of the week and begin to rest in the arms of the Savior.
Student Missions: An active Student Missions organization helps fulfill the global mission of the Seventh-day Adventist Church by assisting students to volunteer in various North American and international locations. The Student Missions staff supports the short-term and long-term mission trips that WWU sponsors each year. Many students from WWU choose to volunteer as student missionaries during their academic career and gain leadership skills as well as spiritual enrichment. They serve in all sorts of opportunities from elementary teachers to orphanage caregivers to building projects to pastor assistants and so much more. Student Missions offers retreats for outgoing and returned student missionaries and activities for prospective volunteers.

The Missions Club involves returning and prospective student missionaries and their friends in activities for fellowship, worship and service. They particularly emphasize events that support current student missionaries.

For additional information, contact the Student Missions office at (509) 527-2633 or visit the Student Missions webpage at wallawalla.edu/sm.

Class organizations
In preparation for graduation, the WWU president meets with the junior and senior classes to assist with class organization. Class officers organize a variety of graduation-related events and other activities. The class president and treasurers maintain contact with the accounting office (regarding expenses), and the president’s office (regarding graduation weekend activities), as well as with their class sponsors.

Clubs
wallawalla.edu/clubs

Students, faculty, and staff have the opportunity to become involved in a number of co-curricular activities at WWU. Through membership in campus clubs, students establish friendships with others who share common goals and interests whether spiritual, social, recreational, cultural, political, or educational. Students are encouraged to become involved in campus life by joining a club or by forming a new club. Students are allowed to charge up to two clubs to their account at any given time. All clubs must be registered with the office of Student Life by receiving approval from the Student Life clubs coordinator. For a club handbook, club registration forms, or for further information, visit the WWU clubs website.

CommUnity
wallawalla.edu/community

The CommUnity program facilitates regular opportunities for the entire campus to gather as a community of faith and discovery to honor our commitment to excellence in thought, generosity in service, beauty in expression, and faith in God. Please see p. 26 for further information regarding student expectations for these programs.
Computer services
A campus-wide network connects all campus computers. The campus network has an internet connection providing all computers with full internet access. There are several general-purpose computer labs available for student use, including those located in Rigby Hall, Kretschmar Hall, Bowers Hall, and the library.

Residence hall rooms have network connections to the campus network. Most are even in range of a campus wireless signal. Policies for Responsible Computing provide information concerning the proper and appropriate use of our computer facilities. These policies are available on the WWU website. All students automatically receive a computer login and email account, which students are asked to maintain for school correspondence. Printing is available and students can print up to 100 pages at no cost each quarter, with a $0.10/per page fee for each page over 100.

Counseling and Testing
Location: 295 S. College Ave.
Office hours: Monday–Thursday, 9 a.m.–4 p.m., and Friday, 9 a.m.–12 p.m.
Phone: (509) 527-2147
wallawalla.edu/counseling, wallawalla.edu/testing

The Counseling and Testing Center offers general counseling, referrals, and testing services. As a student, you have access to highly qualified and caring therapists who work with you to help establish goals and achieve those goals. We offer a maximum of 10 sessions per year to students who engage our center. Counseling is free to our students. Generally, everything that students share with a counselor is held in confidence. No information is released to university staff, to parents, or to outside agencies without the student’s written consent, unless they are clearly a danger to themselves or others, involved in child or elder abuse, or by court order.

The three most common reasons people seek counseling:
1. You need crisis resolution (the loss of a relationship, death of a loved one, stress overload, family problems).
2. You want relief from chronic problems such as anxiety, depression, harmful relationships, eating disorders, drug abuse, the pressures of school, or self-harming behaviors.
3. You are looking for personal growth by increasing self-confidence, enriching personal relationships, or enhancing self-understanding.

If necessary, Counseling and Testing Center staff will refer you to Comprehensive Health, a local mental health agency that offers a range of services including respite care, support and psychotherapy groups, individual therapy, and medication management with psychiatric practitioners.

To make an appointment, fill out the counseling application through the student portal on the counseling page of the university website and someone will get in touch with you through your university email to schedule an initial session.
If you or someone you know is suicidal and needs help immediately, do not call the Counseling and Testing Center. Call 911 or the Walla Walla Crisis Response Unit at (509) 524-2999, or go to the Providence St. Mary Medical Center emergency room.

In addition to the various counseling services, the Counseling and Testing Center is also in charge of the majority of the standardized testing on campus. The tests administered include entrance examinations as well as senior comprehensives for many departments and required exit examinations. Pre-professional examinations are given on national test dates (for non-Saturday centers) and include such tests as the LSAT and GRE subject. The testing coordinator strives to answer all questions regarding standardized testing and requirements for graduation as well as graduate programs.

College-Level Examination Program (CLEP) examinations and correspondence tests are also proctored at Counseling and Testing.

Emergency information
In the event of an emergency, Walla Walla University will spread information by any of the following means, as appropriate: Text message, campus email, an emergency banner on wallawalla.edu, and/or telephone calls to campus extensions.

Call 911 to immediately report a life-threatening emergency. To report any other crisis, please notify Campus Security at (509) 527-2222.

Reporting an emergency (emergency numbers)

Emergency .................................................................911
Fire .................................................................................911
Police ...........................................................................911
Ambulance .......................................................................911
Campus Security .........................................................(509) 527-2222
Mental Health Crisis Line ..............................................(509) 524-2999

Be prepared to give the dispatcher:
- Your location.
- The nature of the emergency.
- The phone number from which you are calling.
- Your name.
- Other information as directed.

Do not hang up unless there is an immediate threat to your safety. Report any accident or injury to WWU (see next page).

Non-emergency numbers

Campus Security .........................................................(509) 527-2222
Facility Services ..............................................................(509) 527-2925
Fire ................................................................................(509) 529-6506
Liberty Medical Transport ...........................................(509) 301-1782
Poison Control Center ..................................................(800) 222-1222
Police .............................................................................(509) 525-7773
Risk and Safety Management .......................................(509) 527-2250
University Health Clinic .................................................(509) 527-2425

**Reporting an accident or injury to WWU**
Report any work-related injury to your supervisor, instructor, or residence hall dean. An injured employee and the supervisor must complete a Work-Related Accident/Incident Report available from Human Resources by calling (509) 527-2820 or online at [wallawalla.edu/health](http://wallawalla.edu/health).

The supervisor, instructor, or head of the department involved should inspect the site and complete the Accident/Incident Investigation Report.

An injured student or university guest should complete a Non-Work-Related Accident/Incident Report available from the University Health Clinic by calling (509) 527-2425. After hours, Incident Reports are available from Campus Security by calling (509) 527-2222 or online at [wallawalla.edu/health](http://wallawalla.edu/health).

**The Express, aka “DX”**
Location: 406 S. College Ave.
Store hours:
- Sunday, 7 a.m.–11 p.m.
- Monday–Thursday, 6 a.m.–11 p.m.
- Friday, 6 a.m.–2 hours before sunset
- Saturday, 30 minutes after sunset–10 p.m.

Grill hours:
- Sunday, 9 a.m.–7 p.m.
- Monday–Thursday, 7 a.m.–7 p.m.
- Friday, 7 a.m.–2:30 p.m. (closing later in the spring)
- Saturday, closed
  - Breakfast: Grill open–11 a.m.
  - Lunch: 10 a.m.–Grill closed
Phone: (509) 527-2522

Students may use their WWU ID cards at the gas pumps and inside the store. Students are allowed to charge a maximum of $80 per month (no minimum charge). Students must have completed Enrollment Finalization (which means they have seen Jumping Einstein) in order to use their ID card. Students who are behind on their student account payments may lose their charge privileges until their account is up-to-date.
Food services
Location: Kellogg Hall
Cafeteria hours:
  Monday–Friday, 7 a.m.–2 p.m. and 5–7 p.m.
  Saturday and Sunday, 10:30 a.m.–2 p.m. and 5–7 p.m.
Student Association Center (SAC) hours:
  Monday–Thursday, 10 a.m.–10 p.m.
  Friday, 10 a.m.–2 p.m.
  Saturday, closed
  Sunday, 6–10 p.m.
Phone: (509) 527-2732

SODEXO, campus dining services, prepares vegetarian and vegan cuisine. All students residing in university residence halls are required to select a meal plan and have their meals in the main dining hall or the snack bar in the Student Association Center (SAC). Students living in the community may also choose a meal plan or buy meals by way of cash, credit card, or student ID card. To use a meal plan, students must present their validated WWU ID card at any campus dining location and the amount of their purchase will be charged to their WWU account. Please note that the ID must belong to the student. Also, note you are able to pay for a guest to eat with you. If on the meal plan, flex dollars, or the Wolves Pass (two per quarter) are used to pay for the guest. No dishes or utensils are to be removed from the dining hall. No food is to be taken out unless you opt for the takeout option. This option allows for one takeout tray and one to-go cup. You must be able to close the lids. If opting to do takeout, you cannot eat in the dining hall. If you need further assistance, simply contact Sandra Williams at (509) 527-2732 or email sandra.williams@wallawalla.edu.

Our campus dining services can accommodate your special dietary requirements. For more information, please contact Sandra Williams at (509) 527-2731 or email sodexo@wallawalla.edu.

Meal plan options*:

$1,143/quarter
- Platinum: 19 meals/week
- Platinum Flex: 15 meals/week + $160 flex/qtr

$1,060/quarter
- Gold: 15 meals/week
- Gold Flex: 12 meals/week + $110 flex/qtr

$895/quarter
- Silver: 8 meals/week
- Silver Flex: 6 meals/week + $85 flex/qtr

*Each plan includes four Wolves Passes. Flex dollars and Wolves Passes are on a per-quarter basis.

Intramurals and recreation
Location: Winter Educational Complex (WEC)
Hours:
  Monday–Thursday, 6 a.m.–10 p.m.
  Friday, 6 a.m.–4 p.m. (fall, spring, and summer)
  Friday, 6 a.m.–3 p.m. (winter)
Walla Walla University encourages students to participate in athletic activities that provide opportunities for exercise and friendship development through team and individual activities. Intramural sports options include flag football, basketball, volleyball, soccer, tennis, table tennis, racquetball, softball, and more! Intramural signups for men and women take place at the beginning of each quarter. Go to IMLeagues.com for all WWU intramural information.

Health and Physical Education (HPE) facilities include tennis and racquetball courts, ping-pong tables, a weight room, Stairmaster machines, a climbing wall, a swimming pool, and a standard gymnasium. The issue room (aka The Cage) will loan athletic equipment for use in the gym. To check out equipment, you must present a current, valid WWU ID card. All students using HPE facilities must obey posted regulations as well as the directions of instructors and other HPE and athletic department personnel.

**Library and information resources**

**College Place campus**
Location: Peterson Memorial Library (PML)
Hours:
- Monday–Thursday, 8 a.m.–11 p.m.
- Friday, 8 a.m.–1 p.m.
- Saturday, closed
- Sunday, 12–11 p.m.
Sundays and evenings: WWU ID card access only.
Check the library’s website for special hours.
Phone: (509) 527-2134
Email: reference@wallawalla.edu
library.wallawalla.edu

**Portland campus**
Location: Portland School of Nursing (SON) Library
Hours:
- Monday–Tuesday, 7:30 a.m.–9 p.m.
- Wednesday–Thursday, 9 a.m.–9 p.m.
- Friday, 9 a.m.–3 p.m.
- Saturday, closed
- Sunday, 10 a.m.–9 p.m.
Phone: (503) 251-6115 x 17306 or press 4
wallawalla.edu/academics/libraries/portland-library/

Librarians, library staff, and library student assistants seek to inspire excellence in thought by bringing people and information together in innovative ways. Dedicated to serving the information needs of students and faculty, they are available to facilitate student success through assistance in finding articles and other resources for papers, speeches, and other assignments. More in-
depth research consultation is also available. Librarians may be found in both Peterson and Portland SON libraries.

Peterson Memorial Library, on the College Place Campus, is the university’s main library while the SON branch library in Portland serves the needs of junior and senior nursing students. All students must present a valid WWU ID card to check out library resources and are asked to respect library property and policies. A discussion of fees associated with the WWU libraries may be found in the Financial Bulletin.

**Collections**: Research Central, our online discovery system, connects students to the WWU libraries collections, as well as to the collections from other Orbis Cascade Alliance member libraries (see “Summit Borrowing”). Library collections include books and eBooks, periodicals, multimedia and streaming video, full-text article databases, and other resources. Materials are selected to support the university’s curriculum. Research Central, along with access to specific databases and informational Research Guides, is located on the WWU Libraries and Portland SON home pages. Off-campus authenticated access to electronic resources is available to current students by logging in with their university login.

**Resources**: Wireless service is available throughout both libraries. On PML main level, a general purpose PC lab provides access to twelve desktop computers, a color scanner/printer, photocopier, laptop docking stations, and soft seating areas. The Portland SON library provides a PC lab plus a computer classroom. Other resources at PML include a circulating collection of electronic devices and audiovisual equipment. Additionally, various study aids such as dry erase markers and headphones are available. The equipment and study aids can be checked out from the Library Information Desk.

**Study spaces**: PML is committed to providing an environment that is conducive to study and research. We try to find a balance among the diverse needs of our users, such as: individual study space preferences, research consultations with librarians, library business transactions at the Library Information Desk, and group study and collaboration. Study spaces in PML include various group study rooms that may be reserved at the Library Information Desk or from the library homepage. The Collaboration Conference Room, a technology-friendly space, includes a video camera and a table with audiovisual connectivity, allowing students to connect their own devices to large wall-mounted screens (adapters are available for checkout). The Eagle Cap Conference Room is the largest of the group study rooms and contains soft seating options. The Mount Denali Conference Room, a large glass room split into an East and West side, contains two large tables and whiteboard walls. Those looking for quiet study areas may use the Reference Room, North Cascades Study Area, or various study nooks and carrels located throughout the library stacks.

**Summit borrowing**: Summit borrowing, made available through membership in the Orbis Cascade Alliance, offers direct access to over 28 million items, including books, eBooks, sound recordings, and films, held by libraries at over 35 universities and colleges located in Washington, Oregon,
and Idaho. Students may request Summit items through Research Central. Materials are usually delivered within three to five business days.

**Office of Diversity**
Location: Administration Building, room 317
Hours: Contact the Office of Diversity
Phone: (509) 527-2028
wallawalla.edu/diversity

The Office of Diversity provides information, assistance, consultation, and advocacy for all matters relating to diversity at Walla Walla University. This includes, but is not limited to, diversity of race, ethnicity, gender, socioeconomic status, age and disability. For more information, contact Pedrito Maynard-Reid, assistant to the president for diversity.

**Residential Life and Housing**
Location: Foreman and Conard Halls: 200 SE Ash Ave.
          Sittner and Meske Halls: 201 SW 1st St.
Phone: (509) 527-2539
wallawalla.edu/housing

Walla Walla University is committed to providing an environment where students can live and dine together to encourage community and foster a positive outcome associated with student learning.

**Residence halls**
The residence hall program at Walla Walla University seeks to provide safe and productive opportunities for all students. Research has consistently shown that living in residence halls positively influences student success including higher GPA, campus involvement, peer networking, and an increased graduation rate. There are a variety of professional personnel to assist meeting the needs of those residing in the residence halls.

Single WWU students under 22 years of age or those who have not yet earned 135 credit hours are required to live in the residence halls. This includes returning student missionaries and Adventist College Abroad students. WWU-sponsored student missionaries will be allocated 15 credits per successfully completed quarter.

**Off-campus housing eligibility**
Students having a good citizenship record, a clean quarter* prior to applying to off-campus housing, and falling into at least one of the following categories can be granted approval to live off-campus:

1. Living with parent(s), grandparent(s), or direct uncle or aunt (defined as a parent's sibling) who maintains their primary residence in the Walla Walla area (or Portland area for Portland campus). Email to housing@wallawalla.edu a copy of local driver's license, utility bill, and a written confirmation that the student will live with them full-time.

2. Living with a brother or sister who does not have a roommate and is
eligible. Email housing@wallawalla.edu with a copy of their driver’s license, utility bill, and a written confirmation that the student will live with them full-time.

3. Living with a full-time Walla Walla University faculty or staff member.
4. Successfully completed 135 credit hours.
5. 22 years of age or older.
7. Single parent (copy of child’s birth certificate required).

* A clean quarter is defined as the absence of all of the following:
   - Drug and Alcohol Policy violation.
   - Residence hall contract for violating curfew/no contact.
   - Worship program violation.
   - Residence hall probation.
   - Any conduct requiring a behavioral contract.

The housing information form is part of the financial clearance process on myWWU. Select the appropriate housing, and if you do not meet the age or credit requirement, please indicate your housing request in the notes section and submit the required documents to be reviewed for approval.

Summer Session: The off-campus housing eligibility requirements apply to WWU’s on-campus Summer Session. Online credits do not count towards the summer credit totals. Please contact the Village Housing office to check if you qualify for university-owned off-campus housing.

Contact:
Kristen Taylor, director of Residential Life and Housing (College Place), at housing@wallawalla.edu or (509) 527-2539.

Annette Riebe, dean of residence and student life (Portland), at (503) 251-6118, ext. 17353.

**Village Housing**
Location: 26 N. College Ave.
Hours: Monday–Thursday, 9 a.m.–5 p.m. and Friday, 9 a.m.–12 p.m.
Phone: (509) 527-2709
wallawalla.edu/village

The Village Housing office manages university-owned apartments and houses available to current WWU students who meet the eligibility requirements to reside off-campus. Housing offers are made according to an applicant waitlist.

Village students are asked to have no overnight guests of the opposite sex other than a parent. Any infractions of WWU regulations or expectations could be cause for a student’s loss of off-campus housing.

The Village Housing office also manages a small number of guest rooms for parents, alumni, and church members. For questions or reservations, please contact the Village Housing office.
**Student Development Center**
Location: Lower level of Village Hall
Phone: (509)-527-2313
Email: stu.dev@wallawalla.edu
[wallawalla.edu/sdc](http://wallawalla.edu/sdc)

The Student Development Center (SDC) houses Career Services, Disability Support Services, and Peer Tutoring. The SDC provides free services to current students, helping students to progress academically and personally to achieve their educational goals.

**Career Services**
Deciding on and developing a career path are very important parts of one’s educational experience. The staff at the Student Development Center are dedicated to providing students with a multitude of experiences and resources that will enable them to make informed career decisions. The staff also provides comprehensive career planning to students and alumni. These services include career advising, career assessments, internship coordination, graduate school personal statement support, job and internship listings, job shadow resources, LinkedIn evaluations, mock interviews, and résumé and cover letter assistance.

**Career coaching and testing:** Assessments and career counselors can help you consider at what you have done so far, and what you might like to do in the future to determine your true interests. Once you have conducted your research, create a list of short- and long-term career goals.

**Career events:** Various events are hosted and coordinated through Student Development Services, such as career fairs, career and professional panels, career workshops, graduate school fairs, graduate school visits, and professional etiquette workshops.

**Internships:** Internship support and job shadowing integrate academic learning within a work environment. Students may receive academic credit for pre-arranged work experience. (See listing under specific departments/schools for credit and grading applicable to the major.) Student Development Services monitors students’ progress, while the internship advisors evaluate learning objectives and assign grades.

For more information, contact Career Services at career@wallawalla.edu, (509) 527-2664, or at [wallawalla.edu/career](http://wallawalla.edu/career). Hours: Monday–Thursday, 9 a.m.–5 p.m., and Friday, 9 a.m.–1 p.m.

**Disability Support Services**
The policy of Walla Walla University is to comply with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act regarding students and applicants with disabilities. The university is committed to providing access to programs and services to qualified individuals who have a documented disability. To receive assistance, students must submit formal documentation to
the Disability Support Services (DSS) coordinator and request an appointment to determine appropriate accommodations. Since accommodations are not retroactive, it is in the student’s best interest to submit documentation as soon as possible. Documentation guidelines are available through the university website (see below) or by calling to request a copy.

The staff works with students to arrange needed accommodations based on their documentation and individual needs. Examples of accommodations are: exam accommodations, books and other print material in alternate format, equipment and technology access, classroom relocation, note-takers, accessible housing, and other services.

For more information, contact Disability Support Services at disability.support@wallawalla.edu, (509) 527-2366, or wallawalla.edu/disability-support. Hours: Monday–Thursday, 9 a.m.–5 p.m., and Friday, 9 a.m.–12 p.m.

**Peer Tutoring**
The Student Development Center offers drop-in tutoring free of charge and private tutoring for a minimal fee to all students enrolled at Walla Walla University. Tutoring is offered to students taking classes in the areas of business, mathematics, engineering, languages, science, and writing. Tutoring in additional areas is available upon sufficient demand. The writing center helps students with papers assigned for any class. Trained professionals, upon request, administer learning style assessments.

For more information, contact the Student Development Center at stu.dev@wallawalla.edu, (509)-527-2313, or wallawalla.edu/sdc. Hours: Monday–Thursday, 9 a.m.–9 p.m.; Friday, 9 a.m.–1 p.m.; and Sunday, 7–9 p.m.

**University Bookstore**
Location: 295 S. College Ave.
Hours: Monday–Thursday, 8:30 a.m.–5:30 p.m.
Friday, 8:30 a.m.–1 p.m.
Phone: (509) 527-2441
wallawalla.bncollege.com

The University Bookstore is your official source for textbooks, course materials, and much more. Textbooks are available new, used, for rent, and in print or digital format. Staff are on hand to explain your options. Price matching is available for print textbooks, and you can order online and pick up in-store to skip the line. School apparel and gift items, art supplies and snack foods are also available. American Express, Discover, MasterCard, and VISA are accepted in addition to your WWU ID card. Book Buyback is held Monday through Friday during finals week each quarter. For more information, visit the University Bookstore website.
University Church
Location: 212 SW 4th St.
Office hours: Monday–Thursday, 8 a.m.–4 p.m. and Friday, 8 a.m.–12 p.m.
Phone: (509) 527-2800
wwuchurch.org

The mission of the University Church is to connect students with Jesus Christ. Students are invited to worship at the church Sabbath mornings at 9:30 a.m. and 11:45 a.m., and participate in Sabbath School groups. These groups meet in various locations at 10:30 a.m. every Sabbath. The University Church pastoral staff is here to serve students and to facilitate meaningful worship and a deep sense of community.

University Health Clinic
Location: 295 S. College Ave.
Clinic hours: See webpage
Phone: (509) 527-2425
Fax: (509) 525-9887
Medical records phone: (509) 897-3800
Medical records fax: (509) 897-5566
wallawalla.edu/health

University Health Clinic (UC) offers outpatient medical and preventive care for students, faculty, and staff. UC is committed to providing the best health and medical care services available. A nurse practitioner is available to provide examinations and to assess and treat medical conditions during designated hours. Appointments are available upon request, and walk-ins will be accommodated as space allows. All services are provided in strict compliance with HIPAA confidentiality laws. Chart notes and lab results can be shared with primary care providers at the student’s request with a completed Release of Information form.

UC is open weekdays; hours of service, including school breaks and vacations, are available on their website.

All medical visits and lab work provided by UC will be billed to your insurance. Co-pays are required at the time of service and can be charged to the student account if desired. Some services, including chronic care, emergency services, and medical specialists, are referred to other provider services in the local community.

Walla Walla University requires all students to maintain current immunization status, which includes two measles/mumps/rubella immunizations and a tetanus/diphtheria inoculation within the past 10 years. All new students must successfully complete a Tuberculosis Screen form, and a physical examination is recommended for all new students. To expedite the registration process, the TB screening and immunization information should be completed online prior to arrival on campus. For students lacking any of these requirements, the UC can provide immunizations and TB screening as appropriate.

Walla Walla University requires health insurance coverage for all students that,
at minimum, covers emergency care received within 25 miles of the school. If a student does not have insurance that meets this requirement, several resources can assist in obtaining insurance for the academic year. Links to these marketplaces are available on the Health Insurance page on the UC webpage. For more information, contact UC or visit our website.

POLICIES

By choosing to attend Walla Walla University, you are expected to:

- Obey local, state, and federal regulations as well as university policies.
- Conform to stipulations of disciplinary action.
- Maintain a lifestyle in accordance with Seventh-day Adventist Christian principles.

Examples of unacceptable behavior include, but are not limited to:

- Violation of WWU policy.
- Use of profane language.
- Possession, distribution or viewing of obscene materials.
- Use of tobacco, alcohol, or nonmedical drugs, or allowing their use in your residence.
- Gambling.
- Attending places of entertainment such as nightclubs or bars.
- Certain forms of dance, and settings and/or venues, are considered inappropriate.
- Being involved in morally or ethically questionable behavior.
- Disseminating ideas that undermine the religious ideals of the university.
- Displaying an attitude that is out of harmony with school philosophies or that influence others detrimentally.
- Disrupting the academic learning environment or administration of the university.
- Engaging in sexual activity that violates biblical principles as understood and appreciated by the Seventh-day Adventist Church.

For clarification, please contact the vice president for Student Life.

Alcohol Policy
See the Drug and Alcohol Policy on page 53.

Animal Policy
For reasons of public health, safety, and liability, animals shall not be brought onto the Walla Walla University campus, including buildings, except for:

- Service animals, as outlined in the WWU Disability Support Services Animal Policy. Emotional support animals, as outlined in the Disability Support Services Emotional Support Animal Policy, in coordination with Residential Life and Housing.
- Approved animals involved in university-sponsored activities, classes, or research.
- Animals in a closed, protected, and properly ventilated vehicle or otherwise causing no disturbances or safety and health risks.
**App Policy**

The WWU app is designed to provide information about Walla Walla University and facilitate connections among students, faculty, and staff on campus. The WWU app is overseen by Marketing and University Relations in cooperation with Student Life.

**Content:** The WWU app supports user communication that promotes connection. User-generated content must also adhere to standards of decency and accuracy and be pertinent to campus life. All user behavior in the WWU app must adhere to WWU policies, including the *Student Handbook and Code of Conduct*. App administrators may remove without warning posts found to be knowingly inaccurate, indecent, unrelated to university events and activities, or in violation of WWU policies. Users repeatedly posting content that does not adhere to these standards may be subject to review and removal by app administrators.

**Users:** The WWU app is publicly available to any individual with an iOS or Android mobile or tablet device. Individuals can use the WWU app as a guest with limited access to the app’s features. For access to all of the app’s features, including the campus wall and other social components in the app, individuals must create a user account in the app.

WWU app users are authenticated through WWU’s single sign-on system. Users cannot be created outside of WWU’s account holders. Thus any individual holding a Walla Walla University account has access to a user account. Because WWU app users are created through WWU accounts, user app accounts are tied to their WWU email. Usernames in the app are also populated from the preferred name attached to the WWU email/account through which they are accessing the app as a user. Users communicating under another identity may be subject to a temporary ban or removal.

If an app user is found in violation of WWU app policies, the user’s account may be temporarily banned or removed without warning. In the case of user removal, a WWU app administrator will contact the app user to provide notice of removal.

**Boating Policy**


Please note the following procedures that need to be followed for all WWU-sponsored boating activities, with the exception of the Rosario Beach Marine Laboratory, which has its own policies:

- All occupants of motorboats, canoes, kayaks, rowboats, rafts, etc. shall wear a Coast Guard-approved personal flotation device at all times.
- Prior to using a personal boat, the WWU Boat Lease Agreement is filled in, signed by the boat owner, and submitted to Risk and Safety Management for review and approval with a completed Contract Approval Process form and a copy of the boat owner’s proof of property damage and liability insurance coverage. Risk and Safety
Management will retain a copy of the signed agreement and return the original agreement to the sponsoring department.

- All occupants of boats will sign a “WWU Boating Outdoor Water Sports Waiver.” Please contact Risk and Safety Management for this waiver.
- No boat shall be used over 50 feet in length, unless chartered with a complete crew.

All WWU whitewater rafting trips must include the services of a professional whitewater rafting guide.

**Charge Policy**

Students may use their ID charges at The Express (up to $80/month), Sodexo, and the University Bookstore (required textbooks and school supplies with a quarterly limit). Students may charge club dues (two maximum), Wolves Booster Club membership dues, as well as a limited number of club events.

Most campus activities and events must be paid for directly by the student and cannot be charged to the student’s account.

**CommUnity Policy**

Students pursuing a baccalaureate degree and enrolled in six or more credits are required to complete CommUnity program credit requirements each quarter. Attendance by administration, faculty, staff, and graduate students is encouraged. While all WWU students are invited and encouraged to attend CommUnity programs, attendance is not required for:

- Students fulfilling mandatory student teaching, internship or practicum requirements.
- Students serving as student missionaries or studying in the Adventist Colleges Abroad program.
- Students holding a baccalaureate degree.
- Students enrolled for less than six credit hours.
- Students with dependent children in their immediate care.
- Students 25 years or older.
- Students who are married.

Undergraduate students are required to complete at least eleven CommUnity credits fall and winter quarters and seven credits spring quarter. Students are expected to monitor their CommUnity attendance on their myWWU page and have 72 hours to notify the office of assistant vice president for Student Life and dean of students at community@wallawalla.edu if they do not receive credit for a program they attended. One CommUnity credit is available per CommUnity program. See the CommUnity schedule for a list of programs available each quarter at [wallawalla.edu/CommUnity](http://wallawalla.edu/CommUnity).

Students who do not meet the CommUnity credit requirements are subject to the following:

- Registration restrictions.
- CommUnity probation status.
- After two quarters (that do not need to be subsequent) of non-compliance with CommUnity attendance requirements, the student will be subject to dismissal from WWU for one quarter.

Students who have a verified work-related conflict off-campus and on-
campus in the following offices during CommUnity programs may appeal for a reduction in CommUnity attendance requirements: DX, Sodexo, residence hall front desk, and the preschool. Students who have verified scheduled flight times during CommUnity programs may also appeal for a reduction in CommUnity attendance requirements. CommUnity Reduction in Attendance Request forms are valid on a quarter-by-quarter basis and may be obtained online or from the office of the assistant vice president for Student Life/dean of students (at the street level of Kellogg Hall). A complete work schedule and class schedule are required with each quarter's Reduction in Attendance Request form, along with signatures by both the academic advisor and work supervisor. This form must be submitted to the assistant vice president for Student Life/dean of students by the first Friday of the quarter.

**Computing Policy**

Walla Walla University maintains computers, computer software, computerized data, computer networks, and connections to external networks, collectively referred to as computer facilities, for the purpose of fostering the instruction, research, and the administrative functions of the university. Computing facilities are provided for use by WWU students, faculty, and staff in support of the activities of the university. All students, faculty, and staff are responsible for seeing that these computing facilities are used in an effective, efficient, ethical, and lawful manner.

These policies establish rights, responsibilities, and restrictions regarding access and use of university-owned computer facilities. These policies apply to centrally administered computer systems, departmental computer systems, and university-owned personal computers. They include all means of accessing these, as well as all computerized institutional data regardless of the office in which it resides or the format in which it is used.

All computer users have two basic rights: a reasonable expectation of privacy and a fair share of the resources. Consequently, computer users have the responsibility to help ensure that others also experience those rights. The following policies are intended to ensure these rights.

System management on the internet depends on each other’s cooperation to enforce policies and keep general order. If a WWU computer user were to use our facilities to disrupt the operation of remote systems, the only recourse for the remote system manager might be to terminate all access from WWU computers. This could cause the disruption of many internet facilities upon which our users depend. In addition, if government systems were involved, the user might be in violation of United States and/or Washington state law (refer to the Washington State Criminal Code).

**Discrimination**

See the Title IX statement on page 61.

**Driver Policy**

All drivers of Walla Walla University-owned or business-rented vehicles, or those driving their personal vehicles with passengers for WWU-coordinated
travel (that which is planned by a department or employee for a university function), must be on the WWU Approved Driver List (effective January 31, 2000). To apply to be a WWU Approved Driver, please send the following documents annually to Risk and Safety Management by campus mail, fax (509) 527-2249, or email risk.safety.management@wallawalla.edu:

1. A copy of a valid driver’s license.
2. Completed WWU Driver’s Questionnaire and Safe Driving Guidelines.

A full version of the policy, as well as the necessary forms, may be found online.

**Drone Policy**

This policy applies to the WWU community: students, faculty, administrators, staff, visitors, guests, and any others who operate an unmanned aircraft system (UAS) in university airspace.

As it does with other highly regulated technologies of scholarly or other operational importance, WWU seeks to permit UAS and drones to be utilized productively in a manner that fully meets institutional, legal, public safety, and ethical responsibilities. Thus WWU maintains a Drone Policy to provide direction to anyone possessing or operating a UAS on WWU property. Direction includes registration of specific UAS types, rules, and regulations that govern their use along with specific sanctions for violating this policy.

The use of UAS can make significant contributions to university research and service/outreach in a variety of disciplines. Additionally, aerial photography with UAS can potentially assist in university academics (study, research), marketing, land management, athletics, law enforcement, and other support functions.

For a full list of procedures and regulations, please visit the Campus Security website at wallawalla.edu/security.

**Drug Policy**

See the Drug and Alcohol Policy on page 53.

**Email Policy**

Walla Walla University is committed to developing and nurturing an atmosphere of excellence for students, faculty, and staff. As part of this commitment, we recognize our responsibility to facilitate efficient and effective communications between all members of our WWU family.

Students, faculty, and staff are provided with a WWU email address. All campus computer software will default to WWU email accounts, and internal emails will be sent only to WWU accounts (firstname.lastname@wallawalla.edu). Email is considered an official communication tool at WWU, and appropriate use is essential and expected. Specifically:

Your responsibilities:
1. Check your WWU email account frequently. Official university
communications may be time-sensitive, and you are responsible for collecting and responding to email communications in a timely manner.

2. Maintain your WWU email account. Official email sent to your WWU account will be considered received. Your email account should be maintained so that it can continue to receive official correspondence—report technical problems or other obstacles that hinder the receipt of email to your WWU account to the IT help desk.

3. Redirect WWU account messages at your own risk. WWU does not accept responsibility for redirected emails that were not received at their final destination. If you choose to redirect your email messages to another email address, you maintain responsibility for managing your destination email account so that emails can be received in a timely manner.

4. Reply to email messages sent to your WWU account. If you are unable to respond to incoming messages in a timely manner, you are responsible for alerting the sender of the delay and/or redirecting the sender to an alternate contact person when appropriate.

5. Use appropriate content, tone, and structure when you send emails from your WWU account.
   a. WWU is committed to providing an environment that recognizes the inherent worth and dignity of every person (see WWU’s Anti-Harassment Statement, wallawalla.edu/resources/human-resources-payroll/employee-resources/handbook-policies/discrimination-and-harassment/, and Student Handbook Civility Statement, wallawalla.edu/campus-life/student-life/assistant-vpdean-of-students/student-handbook-and-code-of-conduct). Emails sent from your WWU account should be consistent with this code of conduct and these stated values. Prohibited emails include, but are not limited to, emails intended to harass or intimidate others, emails that transfer materials in violation of copyright or FERPA laws, or emails that disrupt the business of WWU.
   b. Emails sent from your WWU account should be structured according to standards for clear, accurate, and appropriate communications. Emails addressing official WWU business should include a WWU signature with contact information as designated below:

   **Jodi Wagner**
   Vice President for University Relations and Advancement
   Walla Walla University | 204 S. College Ave. | College Place, WA 99324
   T: (509) 527-2510 | E: jodi.wagner@wallawalla.edu
   WWU on Facebook

6. Report troubling or disruptive emails. Email messages received to your WWU account should reflect the university’s code of conduct and stated values. If you receive email messages or content that is inappropriate, menacing, or derogatory, you should promptly report those messages to the Human Resources director (faculty/staff) or the vice president of Student Life (students).
Sending/receiving mass email

WWU is committed to facilitating efficient and effective communications between all members of its university family. Students, faculty and staff are first encouraged to utilize the following platforms to notify significant populations about:

- **WWU app**
  - Items/services for sale.
  - Transportation services needed/available.
  - Lost and found items.
  - Discussions/forums.

- **Announcements**
  - Upcoming events.
  - Announcements.

However, the university recognizes an occasional need to deliver messages to significant populations for administrative purposes or to communicate sensitive information.

1. **Mass email criteria.** Messages addressing official WWU administrative matters and messages that are critically important in nature may be sent via mass email. These messages include, but are not limited to, official correspondence from WWU administration, power/system shutdowns or interruptions, weather alerts or disruptions, and notices of a time-sensitive nature (such as last-minute event cancellations or relocations). In general, mass emails should be:
   a. Short—no more than two short paragraphs.
   b. Focused—only one topic per email.
   c. Clear—subject lines and paragraphs are concise and descriptive.

2. **Mass email list access.** A subset of WWU representatives will have unrestricted access to all email lists as designated by Cabinet. These representatives are authorized to route mass emails according to our policy. These representatives include, but may not be limited to:
   a. Marketing and Enrollment Services representatives.
   b. Risk and Safety Management representatives.
   c. Administrators.
   d. Distance learning representatives.
   e. Information Technology representatives.
   f. ASWWU Marketing officer (one email per week).
   g. Campus chaplain (one email per week).

Email privacy

WWU will make every effort to maintain the integrity of its email systems, networks, and servers. Any email message that resides on WWU’s servers is the property of the university. To improve traffic flow and reduce spam, the university may take steps to reallocate and reorganize systems, networks and servers, and will consult with affected email senders/receivers accordingly.

While the privacy of email will be respected, the integrity of the data cannot be guaranteed. Therefore, information that must be kept confidential should not be created, transmitted, received, or stored via a WWU email account. Email communication can be legally actionable. System managers are authorized to take action as required by federal, state, local law or court order.
System managers are authorized to investigate alleged violations of federal or state law and to take action is required to comply with the law.

E-mail disciplinary action
Failure to adhere to WWU’s Student Code of Conduct and standards for appropriate and respectful communication may result in disciplinary action based on the facts and circumstances.

Emergency preparedness and procedures
Students will receive emergency emails and texts through our emergency alert system. For information on how to prepare or respond to emergency events such as fires, earthquakes, bomb threats, and evacuations, go online to wallawalla.edu/security and refer to the “Emergency Procedures” section.

Entertainment
Any entertainment or activity sponsored by a WWU club or organization should be consistent with Seventh-day Adventist Christian principles. In an attempt to achieve this consistency and meet the university community’s standards of good taste, planned public entertainment must be approved by the organizing sponsor. Group leaders and sponsors are responsible for their entertainment activity. Music performances are expected to be appropriate for the occasion. Performances made without prior approval may jeopardize participant’s registration and disciplinary measures may be taken.

Event planning/risk assessment for university-sponsored activities
Walla Walla University wants to provide event organizers with resources to assist in assessing their activities and planning the appropriate risk management and safety steps, thereby enhancing the experience of participants and organizers alike. The most important step is to give yourself time and plan ahead.

If your event involves a physical activity, as the leader and organizer of the group, it is your responsibility to write out a plan for conducting the activity safely, outlining who will be responsible for different aspects of the activity. If appropriate, communicate safety information to all participants and document that communication in your event file. Please contact Risk and Safety Management at (509) 527-2250 for more information.

Fire protection
The illegal use of or tampering with fire protection equipment of any sort is a violation of campus, city, and state fire ordinances. If you are responsible for any such misuse or tampering, WWU and outside authorities may take disciplinary action. Periodic fire drills are held in all campus buildings.

Firearms and other weapons
Walla Walla University does not allow any firearms or weapons (including pellet guns, BB guns, paintball guns, and toy guns, as well as any explosive
devices, bombs, or any other makeshift weapon) on our campus, including university-owned housing, regardless of your legal right to own or possess them off our campus. Students are prohibited from carrying, possessing, or using guns or other dangerous devices for any purpose at any time on university premises, including weapons kept in vehicles on university property. Weapons and other dangerous devices are also prohibited off university premises while on university business or at university-sponsored events. People who possess a concealed-weapons permit are not allowed to carry weapons on university property or while representing the university. Violators are subject to disciplinary action, fines, and arrest on local, state and/or federal charges.

Anyone who observes or has knowledge of someone violating this policy should immediately report the incident to Campus Security. The reporter should be prepared to provide any relevant information that caused him or her to observe or suspect the violation.

Failure to adhere to the university’s weapons policy or failure to cooperate in the investigation is grounds for disciplinary action, up to and including dismissal from school.

**Fires and fireworks**
Use or possession of fireworks on campus, including in university-owned housing, is expressly forbidden. Violators are subject to fines and disciplinary action.

OSHA requires a hot work permit for work that involves burning (fires of any type), welding, using fire- or spark-producing tools, or the use of anything that produces a source of ignition. This includes, but is not limited to, bonfires, any activity involving a fire, and any activity involving a source of heat. A hot work permit must be filled out and approved at least 24 hours prior to the event. To obtain a hot work permit or for further information, please stop by the Campus Security office.

**Grievance Policy**
A prescribed grievance process ensures the rights of all students, faculty, and staff who feel any person acting for WWU has treated them in an unfair, unethical, or discriminatory manner. A copy of the policy can be obtained at the Student Life office.

**Health insurance**
All WWU students must have health insurance. When registering for classes, students acknowledge that they complied with this requirement and further acknowledge that they are responsible for maintaining health insurance at all times while a student at WWU. Thus, if their insurance lapses while at WWU, they are responsible for obtaining replacement coverage. Students are encouraged to evaluate their health insurance coverage to ensure that there are providers in their local school area. For information on health insurance options, please refer to the website wallawalla.edu/insurance or contact the University Health Clinic at (509) 527-2425.
**Human Rights Policy**
Walla Walla University is committed to equality in human rights and does not discriminate based on race, ethnicity, religion, color, gender, age, disability, or national origin in the administration of educational policies, admission policies, employment programs, scholarship and loan programs, or any other school-administered program.

**Issuance of keys**
Student employees on the WWU campuses may be issued keys and/or card access according to the need to access the area in order to perform the necessary functions of their job.

Making a duplicate key is not allowed and is done only by the WWU Key Shop. Loaning of any WWU-issued keys to another person is strictly prohibited. Failure to adhere to this policy may result in disciplinary action, up to and including dismissal from school.

**Replacement of key:** If a key is lost or stolen, the employee should notify Campus Security, the Key Shop, and Lost and Found as soon as possible. Employees are assessed a key replacement charge by Facility Services for the amount assigned to the key indicated on the signature card. The amount will need to be paid in full prior to being issued the replacement key.

**Returning keys:** When you sign the signature card, you are agreeing to return the key(s) to Facility Services upon termination of employment. If you have an exit interview with HR when you leave WWU, you will need to turn in the key(s) at that time. When you sign the signature card, you also agree to let HR withhold the monetary value of the key from your last paycheck if the key is not turned in at your exit interview or returned to Facility Services before your last day of employment.

**Keycard access:** Your WWU ID card can give you access to various buildings on campus. When the card is made it will automatically give you the default faculty/staff access level, which allows you to access the WEC (gym). If you need additional access to your work area, you will need to have the department chair or office manager/administrative assistant submit an online card access request.

**Liability policies**
Walla Walla University cannot accept responsibility for any lost, stolen, or damaged items. Students are encouraged to arrange private insurance coverage for their personal belongings. Financial institutions are located conveniently near campus for safekeeping of money.

Anyone responsible for damage to university property or equipment will make restitution for that damage. Only individuals who have made appropriate arrangements are permitted access to university equipment, private areas, and roofs of university buildings.
Meat Policy
In keeping with the values and health traditions of the Seventh-day Adventist church, any individual or group representing Walla Walla University will adhere to a lacto-ovo vegetarian menu when serving or providing food. No meat may be sold or served on the Walla Walla University campus.

Public Relations and Posting Policy
Materials posted and distributed on campus must have prior approval from the Student Life office. This applies equally to materials from students, faculty, staff, and off-campus organizations. Signs may only be posted in designated areas. Posting on glass doors is a safety hazard and must be avoided.

Flier distribution: Announcements of upcoming university events can be distributed through the university’s mail services if each flier includes the name of the originating department. A complete distribution list must accompany fliers, indicating which populations of the campus community the flier is to be distributed to. It is the originator’s responsibility to ensure the correct number of fliers is available for distribution in boxes.

Posting on campus bulletin boards: All posters/signs placed on Walla Walla University property must cohere with WWU and Seventh-day Adventist values. Sponsors of a poster/sign are responsible for compliance with WWU’s poster/sign policy.

WWU offices that approve postings*:
- Student Life.
- Student Development Center.
- Marketing and Enrollment Services.
- Campus Ministries.

*Academic and staff departments are not required to obtain authorization to display postings of their own choosing within their own departments as long as the postings cohere with WWU and Seventh-day Adventist values.

Poster/sign content that qualifies for consideration:
- WWU-sponsored events and activities.
- Local Seventh-day Adventist school and Seventh-day Adventist church official events and activities.
- Walla Walla Community College/Whitman College official events and activities that align with WWU and Seventh-day Adventist values.
- Advertisement of other off-campus organizations or events will not be authorized unless a recognized WWU student organization or department sponsors the event/activity.

Postings on Walla Walla University property must meet the following criteria:
- Postings may not contain libelous or vulgar content, and shall comply with copyright and trademark rules.
- Postings cannot advertise alcohol, tobacco products, vapors, drugs, marijuana, firearms, or other weapons.
- Postings shall not advertise items or spaces for rent or sale.
Postings shall not exceed a size of 11” x 17”.
Postings for events shall display the date, time, and location of the event.
The name and contact information of the sponsoring WWU recognized group, organization, department, or member of the campus community must be clearly indicated on the poster/sign.
Persons seeking approval of a poster/sign must:
- Provide an actual example of the poster/sign, accurate in size, for approval.
- Include the signature of the activity’s official WWU sponsor on the back of the example submitted for approval.
Postings are only permitted in authorized locations:
- Approved WWU postings are permitted only on campus interior and exterior bulletin boards.
- Approved posters/signs from non-WWU organizations will be posted only at the WWU kiosk, located between the Administration Building and Peterson Memorial Library, and/or The Express (DX).
- No postings are permitted on university doors, walls and/or windows.
There is a maximum of one active poster per event, per bulletin board location.
Job postings may only be posted with the approval of an academic department or the Student Development Center.
Posting within an academic or staff department requires the additional approval of the department’s chair/director or designee.
New postings should not be placed over other active postings.
Posted items must be removed from locations by those who posted them no more than seven days after they are no longer active posters.
Unless specifically permitted by Student Life, campus postings are limited to 30 days.
Unauthorized postings and materials posted outside of a designated posting area may be removed. Violation of poster rules can lead to revocation of posting privileges.

Reasonable Accommodation Policy
Walla Walla University does not discriminate on the basis of disability in the admission or access to, or treatment or employment, in its programs or activities in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA) and ADAAA of 2010.

Under the ADA and section 504, a person with a disability “is a person who: (1) has a physical or mental impairment that substantially limits one or more major life activities; OR (2) has a record of such an impairment; OR (3) is regarded as having such an impairment.”

Applicants and/or existing employees with disabilities may request reasonable accommodation to enable them to perform the essential functions of their job or academic requirements. Students and/or student applicants with disabilities may request reasonable accommodation to enable them to have equal access in the university environment. If a student or employee wishes to receive
information or request reasonable accommodation, they should contact a compliance officer. The compliance officer for employees is the director of Human Resources; for students needing learning and other support services, contact the Disability Support Services coordinator at (509) 527-2366. Anyone desiring information about the campus safety plan for individuals with disabilities should consult the document “Emergency Procedures for Assisting Individuals with Disabilities” (ADAAA of 2008).

Security
See Campus Security on page 10.

Sexual discrimination
See the Title IX statement on page 61.

Sexual harassment, abuse and personal safety
See the Title IX statement on page 61.

Sexual identity statement
Appreciation for the value of every person
We believe that every person is created in the image of God as a being of inestimable value and worth, imbued with the powers of intelligence, stewardship, and creativity akin to those of the Creator.

Affirmation of Seventh-day Adventist teachings
We are founded on Christian teachings and values as understood and appreciated by the Seventh-day Adventist Church, which teaches that sexual relationships are to be protected and celebrated in the context of a committed marriage between a man and a woman (Genesis 2:23-25). Walla Walla University supports this conviction through its policies and requires faculty, staff, and students to reflect this conviction in their behavior.

Commitment to respect and civility
All human beings must be treated with respect, with compassion and with dignity, and we teach that the requirement of love is paramount (Matt. 22:34-40; John 13:34-35). As a community of higher education devoted to both faith and discovery, we expect from Walla Walla University faculty, staff, and students a full commitment to this “greatest commandment” in our words and deeds, especially in our treatment of those we disagree with (Matt. 5:43-48).

Sexual Misconduct Policy
See the Title IX statement on page 61.

Sexual Standards Policy
Walla Walla University, as a religious institution owned and operated by the Seventh-day Adventist Church, formulates policies for students that reflect the conviction that marriage is “a lifelong union between a man and a woman” (from the “28 Fundamental Beliefs”). In keeping with this conviction, we expect students to refrain from premarital and extramarital sexual relationships.
Only couples united in a legal marriage between a man and a woman will be acknowledged as married in the policies of the university.

**Vehicle regulations, violations, fines and procedures**

[wallawalla.edu/vehicle-policy](wallawalla.edu/vehicle-policy)

The Walla Walla University Vehicle Policy protects pedestrians, promotes safe vehicle operation, and facilitates organized traffic flow and parking on our campuses. The Vehicle Policy applies to all students, faculty, staff, contractors and guests of WWU. No vehicles operating on our campuses are exempt from the Vehicle Policy. The Vehicle Policy includes general policies for all campuses; specific parking policies, registration procedures and violation fines for College Place campus; and parking assignment information. WWU students, faculty, and staff are responsible for reading and adhering to the Vehicle Policy, which is available online.
Student Code of Conduct
PREAMBLE

We are a community of faith and discovery committed to

- Excellence in thought
- Generosity in service
- Beauty in expression
- Faith in God

Walla Walla University is founded on Christian teachings and values as understood and appreciated by the Seventh-day Adventist Church. Central to these teachings is the belief that every person is created in the image of God as a being of inestimable value and worth, imbued with powers of intelligence, stewardship, and creativity akin to those of the Creator. Walla Walla University, therefore, seeks in its mission to foster the unique gifts of every individual within this Christian community of faith and discovery. Committed to excellence in thought, the university seeks to impart a broad knowledge of the arts, sciences, and professions by careful instruction and open inquiry at both the undergraduate and graduate levels. Recognizing that God is the source of all truth, goodness, and beauty, the university seeks to convey to students a wisdom that translates academic achievement into responsible citizenship, generous service, a deep respect for the beauty in God’s creation, and the promise of re-creation through Jesus Christ.

ARTICLE I: DEFINITIONS

1. The term “university” means Walla Walla University.
2. The term “student” includes all persons taking courses at the university, either full-time or part-time, pursuing undergraduate or graduate studies. Persons who withdraw after allegedly violating the Student Code of Conduct, who are not officially enrolled for a particular term but who have a continuing relationship with the university, or who have been notified of their acceptance for admission are considered “students,” as are persons who are living in university residence halls, although not enrolled in this institution. This Student Code of Conduct applies at all locations of the university.
3. The term “faculty member” means any person hired by the university to conduct classroom or teaching activities or who is otherwise considered by the university to be a member of its faculty.
4. The term “university official” includes any person employed by the university, performing assigned administrative and/or professional responsibilities.
5. The term “member of the university community” includes any person who is a student, faculty member, university official, or any other person employed by the university. The university president or his/her designee shall determine a person’s status in a particular situation.
6. The term “university premises” includes all land, building, facilities, and other property in the possession of or owned, used, or controlled by the university (including adjacent streets and sidewalks).
7. The term “organization” means any number of persons who have complied with the formal requirements for University recognition.
8. The term “Student Conduct Board” means any person or persons authorized by the vice president of Student Life, or his or her designee, to determine whether a student has violated the Student Code of Conduct and to recommend sanctions that may be imposed when a rules violation has been committed. Membership responsibilities of the Student Conduct Board, set forth in the Walla Walla University Governance Handbook at Sections 2.2.12 (undergraduate) and 2.2.4.2 (graduate) and incorporated herein by this reference.
9. The term “student conduct administrator” means a university official authorized on a case-by-case basis by the vice president for Student Life to impose sanctions upon any student(s) found to have violated the Student Code of Conduct. The vice president for Student Life may authorize a student conduct administrator to serve simultaneously as a student conduct administrator and the sole member or one of the members of the Student Conduct Board. The vice president for Student Life may authorize the same student conduct administrator to impose sanctions in all cases.
10. The term “Appellate Board” means any person or persons authorized by the vice president for Student Life to consider an appeal from a Student Conduct Board’s determination as to whether a student has violated the Student Code of Conduct or from the sanctions imposed by the student conduct administrator. The Appellate Board shall be comprised of one faculty member, one university member, and one student. Any decision by the Appellate Board shall require a majority vote.
11. The terms “will” and “shall” is used in the imperative sense.
12. The term “may” is used in the permissive sense.
13. The term “assistant vice president for Student Life/dean of students” is that person designated by the university president to be responsible for the administration of the Student Code of Conduct.
14. The term “policy” means the written regulations of the University as found in, but not limited to, the Student Code of Conduct, Residence Life Handbook, the university web page, and computer use policy, and graduate/undergraduate bulletins.
15. The term “complainant” means any member of the university community who submits a charge alleging that a student violated this Student Code of Conduct. When a student believes that she/he has been a victim of another student’s misconduct, the student who believes s/he has been a victim will have the same rights under this Student Code of Conduct as are provided to the complainant, even if another member of the university community submitted the charge itself.
16. The term “accused student” means any student accused of violating this Student Code of Conduct.
17. The term “notice” means correspondence sent to the addressee by the means identified in Section IV of the Student Code of Conduct regarding notice.
ARTICLE II: STUDENT CODE AUTHORITY

1. The student conduct administrator shall determine the composition of student conduct boards and appellate boards and determine which Student Conduct Board and Appellate Board shall be authorized to hear each matter.
2. The assistant vice president for Student Life/dean of students shall develop policies for the administration of the student conduct system and procedural rules for the conduct of Student Conduct Board hearings consistent with provisions of the Student Code of Conduct.
3. Decisions made by a Student Conduct Board and/or student conduct administrator shall be final, except as may be modified by the appeal process as provided for in the Student Code of Conduct.

ARTICLE III: PROSCRIBED CONDUCT

A. Jurisdiction of the university Student Code of Conduct
   The university Student Code of Conduct shall apply to conduct that occurs on university premises, at university sponsored activities, and to off-campus conduct that adversely affects the university community and/or the pursuit of its objectives. Each student shall be responsible for his/her conduct from the time of application for admission through the actual awarding of a degree, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment (and even if their conduct is not discovered until after a degree is awarded). The Student Code of Conduct shall apply to a student's conduct even if the student withdraws from school while a disciplinary matter is pending. The vice president for Student Life shall decide whether the Student Code of Conduct shall be applied to conduct occurring off campus, on a case-by-case basis, in his/her sole discretion.

B. Conduct—rules and regulations
   Any student found to have committed or to have attempted to commit the following misconduct is subject to the disciplinary sanctions outlined in Article IV, unless it falls under harassment or Title IX, as determined by the vice president for Student Life and Title IX coordinator:
   1. Acts of dishonesty, including but not limited to the following:
      - Furnishing false information to any university official, faculty member, or office.
      - Forgery, alteration, or misuse of any university document, record, or instrument of identification.
   2. Disruption or obstruction of teaching, research, administration, disciplinary proceedings, or other university activities, including its public service functions on or off campus, or of other authorized non-university activities when the conduct occurs on university premises.
   3. Complicity—A student shall not, through act of omission, assist
another student, individual, or group in committing or attempting to commit a violation of this Student Code of Conduct. A student who has knowledge of another committing or attempting to commit a violation of the Student Code of Conduct is required to remove himself or herself from the situation, and failure to do so when reasonable under the circumstances may be the basis for a violation of this policy.

4. Physical abuse, verbal abuse, threats, intimidation, physical or online bullying, coercion, and/or other conduct that threatens or endangers the physical or mental health or safety of any person.

5. Harassment, aggressive pressure or intimidation of another person. This may be referred to the harassment process as determined by the vice president for Student Life.

6. Attempted or actual theft of and/or damage to property of the university, property of a member of the university community, or other personal or public property, on or off-campus.

7. Hazing, defined as an act which endangers the mental or physical health or safety of a student, or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in, a group or organization. The express or implied consent of the victim will not be a defense. Apathy or acquiescence in the presence of hazing are not neutral acts; they are violations of this rule.

8. Destruction of property. Intentionally or recklessly damaging, destroying, defacing, or tampering with university property or the property of any person or business on campus.

9. Intentional discrimination against a person or group of people on the basis of race, color, religion, national origin, sex, age, disability, veteran status, or sexual orientation except where such distinction is allowed by law.

10. Misuse of safety equipment, unauthorized use, or alteration of firefighting equipment, safety devices, or other emergency equipment.

11. Photographing, videotaping, filming, digitally recording, or by any other means secretly viewing with or without a device, another person without that person’s consent in any location where the person has a reasonable expectation of privacy, or in a manner that violates a reasonable expectation of privacy. This section does not apply to lawful security surveillance filming, or recording that is authorized by law enforcement or authorized by university officials.

12. Possessing property known to the possessor to be stolen and that may be identified as property of the university or any other person or business.

13. Violation of the Sexual Misconduct Policy including, but not limited to, engaging in or attempting to engage in sexual assault, sexual exploitation, sexual intimidation, and/or sexual harassment. These cases may be referred to the Title IX process.

14. Failure to comply with directions of campus security, other university officials or law enforcement officers while performing their duties, and/or failure to identify oneself to these persons when requested to do so.
15. Forcible entry, trespass or unauthorized entry to any university building, structure, or facility and/or unauthorized entry to or use of university grounds.
16. Gambling, wagering and/or bookmaking as defined by federal, state, and/or local laws on university grounds or by using university equipment or services.
17. Unauthorized possession, duplication, or use of keys to any university premises or unauthorized entry to or use of university premises.
18. Transferring, lending, or borrowing university identification.
19. Violation of any university policy, rule, or regulation published in hard copy or available electronically on the university website.
20. Violation of any federal, state, or local law.
21. Use, possession, manufacturing, or distribution of heroin, narcotics, or other controlled substances.
22. The sale, use, or possession of alcohol.
23. The sale, use, or possession of tobacco in any form, including e-cigarettes or vaporizers, and nicotine in any form. Any products intended to mimic tobacco products or containing tobacco flavoring are also prohibited. Smoking on university premises, including WWU-owned off-campus housing, parking areas, sidewalks, or alleys, is not allowed.
24. The possession of and/or use of any smoking device or equipment that can be used as a nicotine and/or drug delivery system including, but not limited to, hookah pipes, hookah pens, and electronic cigarettes.
25. The sale, use, or possession of any illegal substances, or illegal misuse of prescription or over-the-counter medication. The sale, use, or possession of marijuana is not permissible even if prescribed for medical purposes.
26. The possession of and/or display of drug or alcohol paraphernalia, including, but not limited to, posters, promotional items, bottles, shot glasses, beer steins, or bongs. Empty containers may be considered evidence of consumption/possession of alcoholic beverages.
27. Buying or providing alcohol, illegal or illicit drugs, or non-prescribed medication to others, or providing a space for these items to be provided to others, regardless of their age or consent.
28. Illegal or unauthorized possession of firearms, explosives, other weapons, or dangerous chemicals on university premises or use of any such item, even if legally possessed, in a manner that harms, threatens, or causes fear to others.
29. Participating in an on-campus or off-campus demonstration, riot, or activity that disrupts the normal operations of the university and/or infringes on the rights of other members of the university community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area.
30. Obstruction of the free flow of pedestrian or vehicular traffic on university premises or at university sponsored or supervised functions.
31. Conduct that is disorderly or indecent. Disorderly conduct includes,
but is not limited to, any unauthorized use of electronic or other devices to make an audio or video record of any person while on university premises without his/her prior knowledge, or without his/her effective consent when such a recording is likely to cause injury or distress. This includes, but is not limited to, surreptitiously taking pictures of another person in a gym, locker room, or restroom.

32. Conduct that is lewd or indecent.

33. Breach of peace; or aiding, abetting, or procuring another person to breach the peace on university premises or at functions sponsored by, or participated in by, the university or members of the academic community.

34. Theft or other abuse of computer facilities and resources.

35. Sexual misconduct including, but not limited to, engaging in a consensual sexual relationship outside of marriage; cohabitation; possession of sexual paraphernalia.

36. Abuse of the student conduct system, including but not limited to:
   - Failure to obey the notice from a Student Conduct Board or university official to appear for a meeting or hearing as part of the student conduct system.
   - Falsification, distortion, or misrepresentation of information before a student conduct system.
   - Disruption or interference with the orderly conduct of a Student Conduct Board proceeding.
   - Institution of a Student Code of Conduct proceeding in bad faith.
   - Attempting to discourage an individual’s proper participating in, or use of, the student conduct system.
   - Attempting to influence the impartiality of a member of a Student Conduct Board prior to, and/or during the course of, the Student Conduct Board proceeding.
   - Harassment (verbal or physical), and/or intimidation of a member of a Student Conduct Board prior to, during, and/or after a Student Code of Conduct proceeding.
   - Failure to comply with the sanction(s) imposed under the Student Code of Conduct.
   - Influencing or attempting to influence another person to commit an abuse of the student conduct system.

37. Failure to engage in responsible social conduct that does not reflect credit upon the university community and failure to model good citizenship in any community.

C. Violation of law and university discipline

1. University disciplinary proceedings may be instituted against a student charged with conduct that potentially violates both the criminal law and this Student Code of Conduct (that is, if both possible violations result from the same factual situation) without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution. Proceedings under this Student Code of Conduct may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus at the discretion of the vice president for Student Life. Determinations made or sanctions imposed under this Student Code of Conduct
shall not be subject to change because criminal charges arising out of the same facts giving rise to violation of the university rules were dismissed, reduced or resolved in favor of or against the criminal law defendant.

2. When federal, state, or local authorities charge a student with a violation of law, the university will not request or agree to special consideration for that individual because of his or her status as a student. If the alleged offense is also being processed under the Student Code of Conduct, the university may advise off-campus authorities of the existence of the Student Code of Conduct and of how such matters are typically handled within the university community. The university will cooperate to the fullest extent permitted by law with law enforcement and other agencies in the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators (if the conditions do not conflict with campus rules or sanctions). Individual students and other members of the university community, acting in their personal capacities, remain free to interact with governmental representatives, as they deem appropriate.

ARTICLE IV: STUDENT CODE OF CONDUCT PROCEEDINGS AND SANCTIONS

A. Applicability of Article IV

1. The Student Code of Conduct procedures and sanctions set forth in this Article IV shall apply to all misconduct set forth in Article III except to the extent that the Walla Walla University Drug and Alcohol Policy provides for different procedures and sanctions.

B. Charges and Student Conduct Board hearings

1. Any member of the university community may file charges against a student or a group of students for violations of the Student Code of Conduct. A charge shall be prepared in writing and directed to the vice president for Student Life or his/her appointed designee. Any charge shall be submitted as soon as possible after the event takes place, preferably within seven calendar days, but not later than 90 calendar days after the event takes place.

2. The student conduct administrator shall conduct an investigation to determine if the charges have merit and/or if they can be disposed of administratively by mutual consent of the parties involved on a basis acceptable to the student conduct administrator. Such disposition shall be final and there shall be no subsequent proceedings. If the charges are not admitted and/or cannot be disposed of by mutual consent, the student conduct administrator may later serve in the same matter as the Student Conduct Board or a member thereof. If the student admits violating one or more of the conduct rules and regulations provided for in this Student Code of Conduct, but sanctions are not agreed to, subsequent proceedings, including a hearing if necessary, shall be limited to determining the appropriate
sanction(s).

3. All charges shall be presented to the accused student in writing within seven calendar days after the written charges are submitted. The accused student shall meet with the student conduct administrator not more than seven days after being notified of the charges as part of the investigation and for the purpose of determining whether the charges have merit and/or if they can be disposed of administratively by mutual consent. Thereafter, if necessary, a time shall be set for a Student Conduct Board hearing, not less than five nor more than 15 calendar days after the accused student has met with the student conduct administrator. Maximum time limits for scheduling of Student Conduct Board hearings may be extended at the discretion of the student conduct administrator.

4. Hearings shall be conducted by a Student Conduct Board according to the following guidelines except as provided by articles IV(A)(7) below:

- Student Conduct Board hearings normally shall be conducted in private.
- The complainant shall not be permitted to attend the hearing unless called as a witness by the accused student or the Student Conduct Board. If called as a witness, the complainant shall be excused after testifying. The Student Conduct Board administrator at his or her discretion may meet with the complainant in advance of the hearing and/or the complainant may provide pertinent evidence and documents in writing to the student conduct administrator in advance of the hearing.
- The accused student and his or her advisor, if any, shall be allowed to attend the entire portion of the Student Conduct Board hearing at which information is received (excluding deliberations). Admission of any other person to the Student Conduct Board hearing shall be at the discretion of the Student Conduct Board and/or the student conduct administrator.
- In Student Conduct Board hearings involving more than one accused student, the student conduct administrator, in his or her discretion, may permit the Student Conduct Board Hearings concerning each student to be conducted either separately or jointly.
- The accused student has the right to be assisted by an advisor they choose, at their own expense. The accused student is responsible for presenting his or her own information, and therefore, advisors are not permitted to speak or to participate directly in any Student Conduct Board hearing before a Student Conduct Board unless authorized in advance by the student conduct administrator. A student should select as an advisor a person whose schedule allows attendance at the scheduled date and time for the Student Conduct Board hearing because delays will not be allowed due to the scheduling conflicts of an advisor.
- The accused student and the Student Conduct Board may
arrange for witnesses to present pertinent information to the Student Conduct Board. The university will try to arrange the attendance of possible witnesses who are members of the university community, if reasonably possible, and whom the accused student identifies at least two weekdays prior to the Student Conduct Board hearing. Witnesses will provide information to and answer questions from the Student Conduct Board. The accused student may suggest questions to the Student Conduct Board, but may not question the witness directly. This method is used to preserve the educational tone of the hearing and to avoid creation of an adversarial environment. Questions of whether potential information will be received shall be resolved in the discretion of the chairperson of the Student Conduct Board.

- A Student Conduct Board at the discretion of the chairperson may accept pertinent records, exhibits, and written statements (including student impact statements) as information for consideration.
- All procedural questions are subject to the final decision of the chairperson of the Student Conduct Board.
- After the portion of the Student Conduct Board hearing concludes in which all pertinent information has been received, the Student Conduct Board shall determine by majority vote (if the Student Conduct Board consists of more than one person) whether the accused student has violated one or more sections of the Student Code of Conduct which the accused student is charged with violating.
- By no later than 10 days after conclusion of the Student Conduct Board hearing, the Student Conduct Board shall issue a written decision with respect to each of the written charges and any sanctions to be imposed as provided for below. The written decision shall be provided by the Student Conduct Board to the accused student, the complainant, the victim (if any) of another student’s conduct, the vice president of Student Life, and the student conduct administrator. A copy of the written decision may also be provided at the discretion of the student conduct administrator to other university faculty members and officials including the university president. The Student Conduct Board’s decision shall be made on the basis of whether it is more likely than not that the accused student violated the Student Code of Conduct.
- Formal rules of process, procedure, and/or technical rules of evidence, such as are applied in criminal or civil court, are not used in Student Code of Conduct proceedings.

5. There shall be a single verbatim record, such as a tape recording, of all Student Conduct Board hearings before a Student Conduct Board (not including deliberations). Deliberations shall not be recorded. The record shall be the property of the university.

6. If an accused student, with notice, does not appear before a Student Conduct Board hearing, the information in support of the charges
shall be presented and considered even if the accused student is not present.

7. The Student Conduct Board may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the complainant, accused student, and/or other witness during the hearing by providing separate facilities, including a visual screen, and/or by permitting participating by telephone, videophone, closed circuit television, video conferencing, videotape, audio tape, written statement, or other means, where and as determined in the sole judgment of the Student Conduct Administrator to be appropriate.

C. Sanctions

1. The following sanctions may be imposed upon any student found to have violated the Student Code of Conduct:
   - Discretionary sanctions: Work assignments, essays, service to the university, or other related discretionary assignments.
   - Fines: Previously established and published fines may be imposed.
   - Loss of privileges: Denial of specific privileges for a designated period of time.
   - Order of no contact: Written notification prohibiting physical, verbal, or electronic contact with another person.
   - Probation: A written reprimand for violation of specific regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period.
   - Residence hall suspension: Separation of the student from the residence halls for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
   - Residence hall expulsion: Permanent separation of the student from the residence hall.
   - Restitution: Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.
   - Revocation of admission: Admission to the University may be revoked for fraud, misrepresentation, or other violation of University standards.
   - Trespass: Denial of access to specific area(s) of WWU campus.
   - University expulsion: Permanent separation of the student from the university.
   - University suspension: Separation of the student from the University for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
   - Vehicle use suspension or revocation: Withdrawing student’s authorization to use or have a vehicle on WWU premises.
   - Warning: A notice in writing to the student that the student is violating or has violated institutional regulations.

2. More than one of the sanctions listed above may be imposed for any
single violation.

3. Other than university expulsion or revocation or withholding of a degree, disciplinary sanctions shall not be made part of the student’s permanent academic record, but shall become part of the student’s disciplinary record. Upon graduation, the student’s disciplinary record may be expunged of disciplinary actions other than residence hall expulsion, university suspension, university expulsion, or revocation or withholding of a degree, upon application to the student conduct administrator. Cases involving the imposition of sanctions other than residence hall expulsion, university suspension, university expulsion or revocation or withholding of a degree shall be expunged from the student’s confidential record seven years after final disposition of the case.

4. In situations involving both an accused student(s) and a student(s) claiming to be the victim of another student's conduct, the records of the process and of the sanctions imposed, if any, shall be considered to be the education records of both the accused student(s) and the student(s) claiming to be the victim because the educational career and chances of success in the academic community of each may be impacted.

5. In addition to sanctions against an accused student, the following sanctions may be imposed upon groups or organizations.
   - Those sanctions listed above in article IV(B)(1)(a)-(e).
   - Loss of selected rights and privileges for a specified period of time.
   - Deactivation. Loss of all privileges, including university recognition, for a specified period of time.

6. In each case in which a Student Conduct Board determines that an accused student has violated the Student Code of Conduct, the sanction(s) shall be determined and imposed by the student conduct administrator. In cases in which person other than, or in addition to, the student conduct administrator have been authorized to serve as the Student Conduct Board, the recommendation of the Student Conduct Board shall be considered by the student conduct administrator in determining and imposing sanctions. The Student Conduct Administrator is not limited to sanctions recommended by members of the Student Conduct Board.

D. Interim suspension

In certain circumstances, the vice president for Student Life, or a designee, may impose a university or residence hall suspension prior to the Student Conduct Board hearing before a Student Conduct Board.

1. Interim suspension may be imposed only:
   - To ensure the safety and well-being of members of the university community or preservation of university property.
   - To ensure the student's own physical or emotional safety and well-being.
   - If the student poses an ongoing threat of disruption of, or interference with, the normal operations of the university.

2. During interim suspension, a student shall be denied access to the residence halls and/or to the campus (including classes) and/or all
other University activities or privileges for which the student might otherwise be eligible, as the vice president for Student Life or the student conduct administrator may determine to be appropriate.

3. The interim suspension does not replace the regular process, which shall proceed on the normal schedule, up to and through a Student Conduct Board hearing, if required. However, the student should be notified in writing of this action and the reasons for the suspension. The notice should include the time, date, and place of a subsequent hearing at which the student may show cause why his or her continued presence on the campus does not constitute a threat (and at which they may contest whether a campus rule was violated).

E. Appeals

1. A decision reached by the Student Conduct Board or a sanction imposed by the student conduct administrator may be appealed by the accused student(s) or complainant(s) to an Appellate Board within seven school days of the written decision. Such appeals shall be in writing and shall be delivered to the student conduct administrator or his or her designee. The appeal shall specifically identify the charges and/or sanctions that are being appealed, and the basis for the appeal.

2. A copy of the written appeal shall be provided by the Appellate Board to the other parties, accused student(s) or complainant(s) or victim(s) who then may submit a written response to the Appellate Board within seven school days of receiving the written appeal.

3. Except as required to explain the basis of new information, an appeal shall be limited to a review of the written appeal and any written response thereto and the verbatim record of the Student Conduct Board hearing and supporting documents for one or more of the following purposes:
   - To determine whether the Student Conduct Board hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and to present information that the Student Code of Conduct was violated, and giving the accused student a reasonable opportunity to prepare and to present a response to those allegations. Deviations from designated procedures will not be a basis for sustaining an appeal unless significant prejudice results.
   - To determine whether the decision reached regarding the accused student was based on substantial information, that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to establish that a violation of the Student Code of Conduct more likely than not occurred.
   - To determine whether the sanction(s) imposed were appropriate for the violation of the Student Code of Conduct which the student was found to have committed.
   - To consider new information, sufficient to alter a decision, or other relevant facts not brought out in the original hearing, because such information and/or facts were not known or could not have been known to the person appealing at the
time of the original Student Conduct Board hearing.

4. The Appellate Board shall issue a written decision within (21) school days after submission of the appeal. A copy of the appeal decision shall be provided to the accused student, complainant, the victim (if any) of another student’s conduct, the student conduct administrator and the Student Conduct Board. A copy may also be provided at the discretion of the student conduct administrator to other university faculty members and officials including the university president.

5. If an appeal is upheld in part or whole by the Appellate Board, the Appellate Board at its discretion may render a final decision with regard to the charges, sanctions or both. Alternatively, the Appellate Board may return the matter to the original Student Conduct Board and student conduct administrator for re-opening of Student Conduct Board hearing to allow reconsideration of the original determination and/or sanction(s). No additional hearing shall be held or evidence considered unless specifically directed by the Appellate Board in its written decision. Within 14 calendar days of the appeal decision, the original Student Conduct Board shall issue a revised decision consistent with the decision and direction of the Appellate Board. No further appeal shall be permitted and the revised decision of the Student Conduct Board shall be final. If an appeal is not upheld, the matter shall be considered final and binding upon all involved and not further appeals shall be permitted.

**ARTICLE V: INTERPRETATION AND REVISION**

1. Any question of interpretation or application of the Student Code of Conduct shall be referred to the vice president for Student Life or his or her designee for final determination.

2. The Student Code of Conduct shall be revised annually under the direction of the vice president for Student Life or her or his designee.
DRUG AND ALCOHOL POLICY

Drug and Alcohol Policy statement
Walla Walla University is committed to an environment of learning that supports the fullest possible human development. To achieve this goal, the university holds that a drug-free lifestyle is essential and thus maintains policies that support an alcohol-, tobacco-, and drug-free campus environment. Students are expected to practice this lifestyle.

WWU does not allow the following:
- Illegal or unauthorized use, possession, manufacturing, or distribution of heroin, narcotics, or other illegal or illicit controlled substances.
- The sale, use, or possession of alcohol.
- The sale, use, or possession of tobacco in any form, including e-cigarettes or vaporizers, and nicotine in any form. Any products intended to mimic tobacco products or containing tobacco flavoring are also prohibited. Smoking on university premises, including WWU-owned off-campus housing, parking areas, sidewalks, or alleys, is not allowed.
- The possession of and/or use of any smoking device or equipment that can be used as a nicotine and/or drug delivery system including, but not limited to, hookah pipes, hookah pens, and electronic cigarettes.
- The sale, use, or possession of any illegal substances, or the illegal or misuse use of prescription or over-the-counter medication.
- The sale, use, or possession of marijuana is not permissible, even if prescribed for medical purposes.
- The possession and/or display of drug or alcohol paraphernalia, including, but not limited to, posters, promotional items, bottles, shot glasses, beer steins or bongs. Empty containers may be considered evidence of consumption/possession of alcoholic beverages.
- Buying or providing alcohol, illegal or illicit drugs, or non-prescribed medication to others, or providing a space for these items to be provided to others, regardless of their age or their consent.

WWU expects students who are in the presence of others violating these policies to encourage their friends to follow the policies of WWU, and to remove themselves from the situation. If students are fearful for the health and safety of themselves or others, they are encouraged to contact 911 and/or Campus Security, and to seek the appropriate intervention for those in need. Students should refer to the WWU Amnesty and Good Samaritan policy for these situations.
## Drugs and their effects

<table>
<thead>
<tr>
<th>Drugs</th>
<th>Dependence</th>
<th>Short-term effects</th>
<th>Long-term effects</th>
<th>Effects of dependence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Narcotics: Opium, morphine, codeine, heroin, meperidine (pethidine), methadone, other narcotics</td>
<td>High</td>
<td>Possible euphoria, drowsiness, respiratory depression, constricted pupils, nausea, watery eyes, itching</td>
<td>Possible lowered resistance to infection, malnutrition, babies born physically dependent if mother is using hydromorphone during pregnancy, birth defects</td>
<td>Slow and shallow breathing, clammy skin, convulsions, coma, possible death</td>
</tr>
<tr>
<td><strong>Depressants:</strong> Chloral hydrate, barbiturates, benzodiazepines, methaqualone, glutimide, other depressants</td>
<td>Moderate-high</td>
<td>Possible slurred speech, disorientation, drunken behavior without odor of alcohol</td>
<td>Possible weight loss, liver function impairment, reduction of white blood cells</td>
<td>Mood swings, shallow respiration, clammy skin, dilated pupils, weak pulse, coma, possible death</td>
</tr>
<tr>
<td><strong>Stimulants:</strong> Cocaine, amphetamines, phenmetrazine, methylphenidate, other stimulants</td>
<td>High</td>
<td>Possible increased alertness, excitation, euphoria, increased pulse rate, blood pressure and temperature, insomnia, loss of appetite, dilated pupils, sweating, headache</td>
<td>Possible weight loss, heart failure, respiratory failure, aggression, hostility, severe anxiety, psychosis, paranoia, vitamin deficiencies, chronic insomnia</td>
<td>Agitation, increase in body temperature, hallucinations, convulsions, possible death, heart failure, paranoia</td>
</tr>
<tr>
<td><strong>Hallucinogens:</strong> LSD, mescaline and peyote, amphetamine variants, phencyclidine, phencyclidine analogs, other hallucinogens</td>
<td>High</td>
<td>Possible illusions and hallucinations, poor perception of time and distance, tremors, dilated pupils, insomnia, loss of appetite, impaired coordination, violent speech</td>
<td>Possible impaired memory, mental confusion, convulsions, heart and lung failure, ruptured blood vessels in the brain, flashbacks</td>
<td>Longer, more intense &quot;trip&quot; episodes, psychosis, possible death, depression, paranoia, convulsions, coma</td>
</tr>
<tr>
<td><strong>Cannabis:</strong> Marijuana, tetrahydrocannabinol, hashish, hashish oil</td>
<td>Moderate</td>
<td>Possible increased heart rate, bloodshot eyes, dry mouth and throat, euphoria, relaxed inhibitions, increased appetite, disoriented behavior</td>
<td>Possible birth defect in babies conceived by men who use, memory loss, mental confusion</td>
<td>Fatigue, paranoia, possible psychosis, memory loss, lack of motivation</td>
</tr>
<tr>
<td><strong>Alcohol:</strong> Wine, beer, wine coolers, liquor</td>
<td>Moderate-high</td>
<td>Possible impaired judgment, impaired coordination, slow reactions, slurred speech, memory loss, relaxed inhibitions</td>
<td>Possible liver, heart, or pancreatic disease, gastrointestinal irritations, sexual dysfunction, lowered resistance to disease, irreversible brain and nervous system damage</td>
<td>Unconsciousness, convulsions, decreased respiration and heart rate leading to possible death</td>
</tr>
<tr>
<td><strong>Tobacco:</strong> Cigarettes, smokeless, cigars, pipe</td>
<td>High</td>
<td>Possible restricted blood vessels, stimulated nervous system, impaired breathing</td>
<td>Possible chronic bronchitis, emphysema, coronary heart disease, stomach ulcers, lung cancer</td>
<td>Rapid heart rate, asthmatic attacks</td>
</tr>
</tbody>
</table>
Policy violations
WWU has developed the following disciplinary measures, designed to be an educational opportunity for students, which will be taken when a student’s drug or alcohol use comes to the attention of a faculty or staff person. WWU reserves the right to follow its normal conduct processes whenever a student is accused of a criminal act, regardless of the location of its occurrence and regardless of whether civil or criminal proceedings have been instituted against the student.

1. The student will meet with the assistant vice president for Student Life/dean of students and/or the Student Conduct Board to discuss the circumstances regarding the alleged substance use and student’s responsibility for the action. Student will be advised via email of the alleged violation or conduct concern and will be given the opportunity to provide oral and/or written statements and other relevant information to the assistant vice president for Student Life/dean of students and the Student Conduct Board as appropriate.

2. If the student is found responsible, appropriate sanction(s) will be assigned. Sanctions will include:
   a) Making contact with Serenity Point Counseling Services* to undergo a Substance Use Disorder evaluation. Students will contact Serenity Point Counseling Services* at (509) 529-6036 to register for this evaluation. The cost of the evaluation is the responsibility of the student.
      i. If a substance use disorder is found, student must follow through with all recommended treatment as outlined in the evaluation, at the student’s expense.
      ii. If no evidence of a substance use disorder is found, the Student Conduct Board will determine if the student will be required to attend an eight-hour education course Alcohol and other Drug Information School (ADIS) through Serenity Point Counseling*, complete 8-10 hours of research, or other assignment as deemed appropriate by the Student Conduct Board. If the research sanction is assigned, the student will work with the Student Conduct Board to determine a research track that focuses on an area of substance use. The student will then complete 8-10 hours of research compiling interesting and relevant information from peer-reviewed articles, Ted Talks, YouTube videos, personal interviews, or similar. Student must complete this research to the satisfaction of the Conduct Board and submit the hours logged and information obtained to the AVP/dean of students within 10 calendar days of the sanction assignment. The student will meet with the Conduct Board to review their findings and discuss what they have learned from the assignment. If the research is deemed insufficient,
further sanctioning may be assigned by the Conduct Board.

b) Either Walla Walla University and/or Serenity Point Counseling Services may request drug and/or alcohol testing*. If the test is positive for any non-prescribed substance, the cost of the testing will be the student’s responsibility. Walla Walla University will cover the costs of all tests that come back negative for all non-prescribed substances.

c) Citizenship probation for a minimum of two full academic terms. Citizenship probation, for the purposes of this policy, will include:

i. Exclusion from leadership positions on campus, including, but not limited to, ASWWU team or department leader, RA/RD, area coordinator, Chaplain’s Office leader, club officer, etc.

ii. Exclusion from certain extracurricular activities including, but not limited to, participation in athletic events including student athletes participating in varsity team sports.

iii. Exclusion from representing WWU to the public including, but not limited to, hosting campus tours, front desk staffing, etc.

iv. Random, observed drug and alcohol testing at Serenity Point Counseling, at least 3 times per quarter. Students will notified in the morning of their testing day and will need to present to Serenity Point with their picture ID between 8:30–11:30 a.m., or 1–4:30 p.m. on that date for their urine drug screen. Failure to present for the test will be deemed a positive test. If the test is positive for any non-prescribed substance, the cost of the testing will be the student’s responsibility. Walla Walla University will cover the costs of all tests that come back negative for all non-prescribed substances.

v. Potential curfew restrictions.

vi. Not eligible to participate in the ACA or SM programs.

d) Counseling services may be requested by the Student Conduct Board and/or Serenity Point Counseling Services.*

e) Potential loss of campus housing.

f) Potential suspension.

g) Potential dismissal from WWU.

3. The student will be asked to sign a release of information so that the assistant vice president for Student Life/dean of students, or their designee, can coordinate services and verify progress with the student’s provider and/or counselor.

4. Students will be advised that they are expected to maintain compliance with all WWU policies, and that further violations of
these polices will result in their dismissal from school.

5. Continued enrollment at WWU is dependent upon the student following through with the above procedures. Should the student not comply in this process, they may be asked to withdraw from WWU for a specified period of time, or may be dismissed from WWU on a permanent basis.

6. Walla Walla University may notify the parent or legal guardian of any student under the age of 21 who is found to be in violation of federal, state, or local law or university policy related to the use, possession, or distribution of drugs and/or alcohol.

*For students who are not enrolled in the College Place campus, an alternate chemical dependency professional site will be determined with the assistant vice president for Student Life/dean of students.

Legal ramifications
Walla Walla University will uphold state and federal laws pertaining to alcohol and other drug use. WWU recognizes federal drug laws over those of individual state statutes. Therefore, federal laws and penalties will be followed when there is a discrepancy between state and federal law. Students should note that, despite the November 2012 Washington state vote to legalize and/or decriminalize small amounts of marijuana possession or use for persons over the age of 21, WWU upholds federal laws that prohibit use, distribution or consumption of marijuana by anyone of any age. All students, faculty, and staff are required to comply with these laws. Action will be taken on any violation of state or federal law or university regulations concerning alcohol or other drugs. Any student who is found buying or providing alcoholic beverages or drugs for a minor or selling unlawful drugs may be dismissed from WWU. Since this activity is a legal violation, the appropriate law enforcement officials may be notified. WWU complies with The Drug-Free Schools and Campuses regulations, including:

1. The Drug-Free Workplace Act of 1988 prohibits “the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in the workplace.” A controlled substance is a drug placed under federal Law for control or dispensing based upon the substance’s medical use, potential for abuse, and potential for leading to physical or psychological dependency.

2. The Drug-Free Schools and Communities Act Amendment of 1989 “clearly prohibits, at a minimum, the unlawful possession, use or distribution of unlawful drugs and alcohol by students and employees on the property or as part of any of its activities.”

Legal sanctions may be imposed by law enforcement for both felony and misdemeanor convictions. These sanctions range from fines to multi-year prison terms to loss of financial aid. More severe penalties are provided for persons convicted of providing controlled substances to minors and for repeat offenses.
<table>
<thead>
<tr>
<th>CRIMINAL OFFENSE</th>
<th>MAXIMUM PENALTY</th>
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<tbody>
<tr>
<td><strong>RCW 69.50.401 (2) (c) (d) (e) - (iv) Manufacture, delivery, or possession with intent to deliver a Schedule III, IV or V controlled substance (such as barbituric acid derivatives and stimulants other than amphetamine and methamphetamine) as defined by RCW 69.50.208; 69.50.210; and 69.50.212.</strong></td>
<td>Class C felony&lt;br&gt;Not more than 5 years or a fine of $10,000 or both such imprisonment and fine.</td>
</tr>
<tr>
<td><strong>RCW 69.50.401 (2) (a) Manufacture, delivery, or possession with intent to deliver a Schedule I or II controlled substance which is a narcotic drug or flunitrazepam (including its salts, isomers, and salts of isomers classified in Schedule IV) as defined by RCW 69.50.204 and RCW 69.50.206.</strong></td>
<td>Class B felony&lt;br&gt;Not more than 10 years and a fine of $25,000 (if less than 2 kg); or a fine of $100,000 for first 2 kg plus $50 for each gram in excess of 2 kg, or both such imprisonment and fine.</td>
</tr>
<tr>
<td>**RCW 69.50.401 (2) (b) *<strong>Manufacture, delivery, or possession with intent to deliver methamphetamine, including its salts, isomers, and salts of isomers.</strong></td>
<td>Class B felony&lt;br&gt;Not more than 10 years and a fine of $25,000 (if less than 2 kg); or a fine of $100,000 for first 2 kg plus $50 for each gram in excess of 2 kg, or both such imprisonment and fine.</td>
</tr>
<tr>
<td>Manufacture, delivery, or possession with intent to deliver heroin RCW 69.50.401 (2) (a) or cocaine (RCW 60.50.401 (2) (c) as defined in RCW 69.50.204; 69.50.206.</td>
<td>Class B felony&lt;br&gt;Heroin—not more than 10 years and a fine of $25,000 (if less than 2 kg); or a fine of $100,000 for first 2 kg plus $50 for each gram in excess of 2 kg, or both such imprisonment and fine.</td>
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<tr>
<td><strong>RCW 69.50.4014 Possession of marijuana, less than forty (40) grams.</strong></td>
<td>Misdemeanor&lt;br&gt;Not more than 90 days and a fine of $1,000.</td>
</tr>
<tr>
<td><strong>RCW 69.50.4013 (3) Possession of Useable Marijuana, its concentrates, or infused products, over the age of 21 exceeding:</strong>&lt;br&gt; (i) One-half ounce of useable marijuana;&lt;br&gt; (ii) Eight ounces of marijuana-infused product in solid form;&lt;br&gt; (iii) Thirty-six ounces of marijuana infused product in liquid form; or&lt;br&gt; (iv) Three and one-half grams of marijuana in concentrates.</td>
<td>Class C Felony&lt;br&gt;Not more than five years or a fine of $10,000, or both such imprisonment and fine.</td>
</tr>
<tr>
<td><strong>RCW 69.50.4013 (1) Possession of a Schedule III, IV, or V controlled substance (such as barbituric acid derivatives and stimulants other than amphetamine and methamphetamine) as defined by RCW 69.50.208; 69.50.210; and RCW 69.50.212. (5) Possession of Useable Marijuana, under 21 and over 40 grams.</strong></td>
<td>Class C felony&lt;br&gt;Not more than five years or a fine of $10,000, or both such imprisonment and fine.</td>
</tr>
</tbody>
</table>
Drug and alcohol testing
Walla Walla University reserves the right to require any student to submit to alcohol or other drug testing when there is reason to suspect that the student is under the influence of drugs or alcohol. In cases involving alcohol or other drugs, the student may be required to submit to urine drug screening through Serenity Point Counseling* that could include, but is not limited to, EtG (ethyl glucuronide) that tests the presence of alcohol in your system and can account for up to the past 80 hours of use. Other testing may include amphetamine/methamphetamine, barbiturates, benzodiazepines, opiates, oxycodone, cannabinoids (THC/Marijuana), cocaine, ecstasy (MDMA), and ethanol. Students will be required to complete a Release of Information so that the testing facilities may communicate with WWU staff. If the test is positive for any non-prescribed substance, the cost of the testing will be the student’s responsibility. Walla Walla University will cover the costs of all tests that come back negative for all non-prescribed substances. Students refusing to submit to drug or alcohol testing waive their rights to continued enrollment at WWU.

Serenity Point Counseling Services, located at 919 S. Second Ave., Walla Walla, WA 99362 is the collection site for urine drug screening. Students must present to Serenity Point with a picture ID for the drug screening. Urine drug screenings are observed and sent to a laboratory for analysis; results can take up to one week.

Collection days and times are as follows:
Monday–Thursday, 8:30–11:30 a.m. and 1–4:30 p.m.
Friday, 8:30–11:30 a.m.

*For students who are not enrolled in the College Place campus, an alternate chemical dependency professional site will be determined with the assistant vice president for Student Life/dean of students.

Student leader drug and alcohol testing
In an effort to preserve the integrity and professionalism of our student leaders, Walla Walla University conducts random drug and alcohol testing during each academic quarter for student leaders in the following areas:
- Associated Students of Walla Walla University (ASWWU).
Student Handbook and Code of Conduct

- Athletes.
- Campus Security.
- Chaplain’s Office (both Campus Ministries and Student Missions).
- Club officers.
- Resident assistants (RAs), resident deans (RDs), and/or area coordinators.
- Student missionary/ACA applicants.

Student Life leadership from each area is responsible for random selection of anywhere between 25%-100% of their student leaders to participate in drug and alcohol testing each quarter.

Each student leader within the areas identified will need to have a signed Release of Information on file with the assistant vice president for Student Life/dean of students within the second week of their selection for their leadership position. Students will be notified by their student life leadership team lead in the morning of their random selection and will need to present to the testing site that day during business hours. Failure to present will be deemed a positive test. If the test is positive for any non-prescribed substance, the cost of the testing will be the student’s responsibility. Walla Walla University will cover the costs of all tests that come back negative for all non-prescribed substances.

If the test returns positive for any non-prescribed substance, the student will be required to follow the Walla Walla University Drug and Alcohol Policy sanctions as outlined in the Drug and Alcohol Policy, including loss of their leadership position for the duration of their probation status. At the end of their probationary status, the student will be eligible to reapply for a leadership position.

**Voluntary referral**

Any student who feels like he/she needs help overcoming an alcohol or drug problem is encouraged to talk with a counselor at the Counseling and Testing Center or at a community facility, or seek medical attention at the University Health Clinic or community facility. The professional will first evaluate the individual’s drug or alcohol involvement and then work with the student to plan a program of recovery. All voluntary alcohol and drug counseling and medical treatment is confidential.

**Amnesty/Good Samaritan Policy**

Students at WWU may be reluctant to seek medical assistance for themselves or others in instances of alcohol or drug intoxication for fear of facing disciplinary action from the university. WWU seeks to remove this barrier that might prevent students from seeking the medical attention they need. In order to promote an ethic of shared responsibility and community support, WWU encourages students to assist others, both on campus and off, by calling for medical assistance in instances of excessive alcohol and/or drug use. Students who seek medical assistance for themselves (medical amnesty) or seek help for another student (Good Samaritan) due to intoxication of alcohol and/or drugs will be exempted from the standard disciplinary process outlined above. Instead, students who have made the effort to seek help for themselves or other
student(s) will have the opportunity to meet with the assistant vice president for Student Life/dean of students for follow-up and a general wellness check-in without receiving disciplinary actions.

This policy only applies to a student’s first alcohol and/or drug policy violation for which they are documented; it does not apply to other violations of the Student Code of Conduct or WWU policies that may have occurred during the incident. Any student who abuses the medical amnesty or Good Samaritan policies will be subject to disciplinary action for interfering with the orderly functioning of WWU.

Criminal investigations and other police action may still proceed at the discretion of the responding law enforcement agency. In some instances, WWU may be bound by law to report the incident to local law enforcement agencies.