

PIO TO PIO

A FOR STUDENTS. BY STUDENTS GUIDE
TO HOW THINGS REALLY WORK AT LC

2009 — 2010

Contents

The Guide	1
College Policies	3
Your Room, Roommate, & Guests	9
Noise	13
Alcohol	16
Drugs	21
Rooms & Room Searches	24
Getting Written Up & Having The Meeting	34
RA Documents: Alcohol & Drugs in Rooms	41
Sanctions	46
Agents of The State	54
The Great Outdoors	57
Resources: General	62
Resources: Opportunities & Offices	63
Resources: Student Groups	66
Glossary	70

The Guide

What is this Guide?

In your hands is the complete and unabridged copy of “Pio to Pio”, a guide written by students on how things really work at Lewis and Clark. Within its pages you will be able to find explanations on college policy, what happens when policy violations occur, and why the college does what it does. In short, it’s the “How” and “Why” that has been missing in written policy explanations for a long time.

An important purpose of this guide is to educate and empower students to know what is expected of them, what are acceptable actions for both students & agents of the college, and resources that are available to students. In doing so we hope that students will gain a better understanding of their positions within the school.

This is not the complete compendium on Lewis and Clark’s conduct policy; it is merely part of the conversation. While we did our best to include all the important bits, chances are you will run into questions of your own left unanswered by this guide. If that is the case we recommend that you go forth and engage an upperclassman or RA. Pick up the conversation where we left off!

—The Student Writing Team

Who made this?

The students who came together to create this guide come from many different backgrounds. Some of us are students who found out the not-easy way how policy is enforced and how seriously different issues are taken. Others are Resident Advisors who were discouraged by how little residents (and unfortunately some RAs) knew about policy, and how little was happening to educate the student body. It is our hope that this guide will fill in the missing pieces and give students a better picture of how our community agreement works.

Besides the students who put hours of work and thought into this guide, it’s important to acknowledge an AD without whom this guide

would never have been published. Thus, we would like to thank David Rosengard who put so much work into compiling and formatting this guide. If you see him on campus we hope you'll thank him (or perhaps offer him a Red Bull).

Final thanks are due to the students who contributed for their valuable insight into real-life situations at LC by allowing us to relay their quotes as Tips & Testimonials.

You didn't answer my question?

What if there is something I think should be in here that isn't?

We update the guide as we hear other students asking questions, have our own questions, or if something happens that would change one of the answers.

Our plan is to make and give out a fresh version of this guide every year—if we get a lot of updates before then, we can do an extra supplement ('the very special guide to not getting charged bank when you move out of your room', or whatever).

This guide exists to answer your questions about life at LC—if some part of that is missing, let us know by emailing ASLC's Community Relations Committee (crc@lclark.edu).

NOTE

This Guide is produced for students, by students, and is meant to answer questions about a variety of situations—hypothetical and otherwise. Nothing in this Guide should be taken to specifically advocate breaking College policies or any laws.

Make Your Own Choices

College Policies

Why does the College have certain policies?

What are certain policies for?

What if there is a policy that I don't think should exist?

- Each College policy should owe its existence to a combination of the following reasons:
 - Health & Safety—your basic Maslow's Hierarchy of Needs business.
 - Community Harmony—so people can live, work, and study together without being all pissed off.
 - The Law—staying on the right side of local, state, and federal law and/or not getting sued.
 - College Functionality—necessary to keep the College running smoothly (for example, the curb in front of the Bon being a loading zone).
- Policies that do not do these things have been changed or removed in the past... ...If there is a policy that you don't think the College needs, or that does not connect to one of the above reasons, you should talk to one of the following about why it exists/whether we need to have it:
 - ASLC's Community Relations Committee (crc@lclark.edu).
 - Your RA or AD.
 - The Associate Dean of Students.

If an RA, AD, or Campus Safety asks me to do something, do I have to do it?

What happens if an RA, AD, or Campus Safety asks for my name and I refuse to tell them or lie?

Can I refuse to open my door if an RA knocks?

- You don't *have* to do much of anything. If, however, what the RA / AD / Campus Safety Officer is asking you to do is part of their job (like "please give me your name and ID number for my report" or "please open the door so we can talk about the noise complaints you are getting"), and you don't do it, you have probably just ended up on the wrong side of the "Failure to Comply with Staff Directives" policy.
- If you lie to an RA / AD / Campus Safety Officer about something that relates to their job (like "my name is Fak Ename"), then when you do end up meeting with someone to talk about whatever else was going on, you will probably also have to discuss the "Providing False Information" and/or "Interference with a College Investigation" policies.
- It's a small school, and everyone has ID photos—if the College really wants to figure out who you are, they probably will anyway.

Do RAs have a quota of Write-Ups they need to do?

How about Campus Safety?

Is it my RA's job to get me in trouble?

- Neither RAs nor Campus Safety have a quota of Write-Ups they need to do. Both RAs and Campus Safety Officers are required to respond to any policy breaking that they become aware of, since once they know about it, the College becomes officially responsible for it.

- It is not your RA's job to get you in trouble—if it was, RAs would get people in trouble way, way more than they do. Your RA's job is to try to make sure that people are (1) ok (happy, healthy, safe, etc.) and (2) having a good College experience (having new experiences, passing their classes, finding things that interest them, having fun, etc.). RAs deal with policy stuff for two reasons: (1) as a College official they have an obligation to follow up if they become aware of policy violations, and (2) if you are breaking policy in big enough way that it has some sort of public effect (keeps people from sleeping, causes there to be puke in the water fountain, makes the hallway smell like pot, etc.), then you are probably also messing with someone's College experience and/or being ok-ness (this includes your own health and well-being).

*Do RAs get to decide when someone is responsible for breaking a policy?
Does Campus Safety?*

- Neither RAs nor Campus Safety get to decide if someone has broken a policy—the only way that decision can be made is during an official conduct meeting with the Peer Review Authority, an AD, or the College Review Board, etc.
- As far as policy goes, RAs and Campus Safety simply remove the source of the policy issue (i.e. they have you pour out your beer, etc.) and write down what happened in an Information Report.

When does the College respond to a policy issues?

- The College—and here we usually mean RAs, ADs, and Campus Safety, simply because they are usually the people around to see/hear/smell whatever is going on—has to respond whenever

they know (and here we mean “reasonably suspect”, to use the College’s language, not ‘think’ or ‘scientifically prove’) that policy breaking is going down. RAs, ADs, Campus Safety, and other College officials are required to respond for reasons of fairness (to make sure everyone gets equal benefit of the doubt), legal liability (because once anyone working for the College knows about something, the College becomes liable), and ethics (since the College believes that its policies all exist for good reasons, simply ignoring those policies would be ethically questionable).

What sorts of things are likely to cause the College to “reasonably suspect” policy is being violated?

- Straight-up breaking a policy in front of a College official (example: carrying around an open PBR in public).
- Talking loudly about the policy you are breaking right now (example: “Chug! Chug! Chug!”).
- A room that smells like pot (example: ...um, there’s this room, and ...um, it smells like pot).
- Credible complaints or concerns from other students (example: people from downstairs are complaining about your noise post-Quiet Hours).

Can I get in trouble if an RA hears me talking about breaking policy in the past?

- Probably not. RA’s respond to ongoing policy violations, and the College does not track people down for parties that have already been thrown or alcohol that has already been consumed in other times or places.

Note: This does not mean that you can avoid having to talk to

someone by chugging all of your beer right before you open the door to let the RA in, or smoking whatever you've got before Campus Safety shows up. If it seems reasonable to think that you were just doing something that breaks policy, you will probably have to go meet with someone about it.

- If your policy-breakage resulted in something actually getting physically broken (or otherwise needing money to repair), the College will probably be (officially) asking you to cover the cost. For example, if you smashed a window in Templeton last weekend and are now talking about it loudly while standing in front of an AD in the Bon's sandwich line, you are probably going to have to (officially) talk to someone about it.
- If what you are talking about is actually an on-going policy violation, you are—again—probably going to need to have to talk to someone about it. For example, talking about how you had a party last week does not involve an on-going policy issue; talking about how, after the party, you still have the Bon's stolen giant pumpkin in your room is about an on-going thing.

What if an RA hears me talking about future plans?

- If it's in the future, then you haven't done it yet, and it's not a policy violation.
- This is, however, the sort of thing that does force the College to respond: the RA will probably remind you that were you to do the stuff you are talking about, then you would be breaking a policy—and that since you brought it up, they are now obligated to check-in with you to make sure it doesn't happen.

For Example, handing out flyers about the awesome party with alcohol and under-age people you will be rocking in your dorm room is not itself a policy violation, but it does mean that

someone will show up to remind you that actually doing it would be a bad idea.

So, I can talk to my RA about drugs and alcohol?

- Definitely. RAs (and ADs) would rather know how you are doing than not. Telling them about your drinking/smoking practices is chill, just don't tell them when/where you plan to drink or smoke, unless you want them showing up to remind you not to.

Do I get in trouble for calling for help if someone has had too much to drink/is having a bad trip?

Will the person I am worried about get in trouble?

- If someone has gotten themselves sick on the liquor or is having a bad time on whatever they are taking, the College's first concern is always their health and wellbeing: the RAs, ADs, and/or Campus Safety Officers involved will do their best to make sure that the person in question gets the help they need (whether that is just some water and quiet, or a visit from paramedics).
- You can be of great help in this sort of situation by letting the RA/AD/Campus Safety Officer know as accurately as possible what the person you are worried about has had to drink / what drugs (legal or otherwise) they are on—it makes a big difference in terms of making sure they get the best help possible.
- Once the health issues get sorted out (people are back from the hospital, or whatever), the College will want to talk to whoever was involved about how they cannot have to go to the hospital in the future. Since, however, most people don't like having to go to the hospital anyway, this comes across as less about being in 'trouble' than more usual policy issues.

Your Room, Roommate, & Guests

Can I paint my room? Put holes in my walls?

- Well, you *can* do damn near anything to your room... ..the rub is that you will get charged the cost of putting the room back to however it was when you move out—and since that is total cost, including labor, it can get pricy.
- For painting, Facilities likes to repaint rooms as soon as they find out about them (to spread their work out), in which case you have to pay and don't even get to enjoy your painting. Really the best plan is just not to paint your room at all.
- Campus Living also asks you not to paint your room in Settling In (their guidebook on the dorms), which technically could make this a policy issue (though it probably wouldn't get to that unless you wouldn't stop the painting).

What can I paint?

- Getting set up to paint a mural in a lounge is actually pretty easy—talk to your RA for details (the College will often provide the paint and supplies).

I got charged money for fixing something in my room that I didn't break—what can I do?

- When you move out, if damage is beyond normal wear and tear...
 - ...you will get a copy of your Room Condition Report, that lists whatever you are getting charged for; the copy will come with instructions for appealing the charge.
- If something gets fixed/repainted/etc. mid-year...

- ...your AD (or the main Campus Living Office) will tell you about the charge; you want to talk to them about an appeal
- If you get formally found responsible for breaking a policy, which also involved damaging a dorm room...
 - ...you will get a letter detailing the official outcome of you being found responsible; it will give you details on appealing.

What about dorm damage to lounges, bathrooms, laundry rooms, and the like—do I have to pay for that?

- The official College term for this kind of thing is “common area damage” (door alarms getting broken, lounges or hallways being trashed, and so forth).
- If the College can figure out who actually did the damage, they will just charge that person.
- If the College can’t figure out who damaged the common area, then they split the charge up amongst the smallest identifiable group of responsible people—which could be a hallway, floor, or an entire building, depending on what exactly happened. Since the point of the charge is for the community to deal with communal damage, you can't appeal a common area charge simply by saying that you didn't do it—but if you can help Campus Living figure out a more accurate and specific group of people to charge, they will move the charge away from everyone else and onto the people responsible.

Someone else broke/stained/trashed something in my room—what can I do?

- You have two options:
 - Take the cost of fixing whatever got broken (and work that out with whoever broke it, if you want).

- Tell your RA who did it—they will make a note on your RCR explaining who actually is responsible.

Can I have guests spend the night in my room?

- Sure. If you have a roommate, make sure it is chill with them, and if your guest will be staying for more than two nights, get your AD's official approval.

My roommate sucks because they are messy/snore/play bad music/have inappropriate sexy time, what can I do?

- Try talking to them about it. If that doesn't work (or if you do not feel comfortable doing it), talk to your RA—they have the most information about how to deal with the situation (both short- and long- term) and what your options are.

What happens if my non-student guest is involved in possibly breaking College policy?

- If the situation is relatively chill, your guest probably gets treated like everyone else (if they aren't supposed to have alcohol, they have to pour out their beer, etc.). You are, however, technically responsible for any violations your guest gets up to, so you will probably need to talk to someone about it.
- If the situation is unchill, things get stickier. The only thing the College has the legal authority to do with non-students is kick them off campus or call the police on them.
- If Campus Safety is involved and a non-student is breaking policy, they will trespass that person from campus.

What if my non-student friend won't tell the College that they are my guest?

- Then they are—in the eyes of the College—just some random stranger wandering around campus causing drama, and are definitely going to get trespassed.

My friend just got trespassed—do they ever get to come back to campus?

- Maybe. Your friend needs to get permission from the Director of Campus Safety or the Provost—a good way to start trying to do this is by your friend explaining what was going on in the first place, and that they are not going to be up to any more policy breakage. If they got trespassed because they lied about being a guest, this is going to be a harder sell.

What kind of weapons (if any) can I have keep in my room?

What kind can I have on campus?

Is there an exception for martial arts or sports?

- If it is an actual weapon (something designed to hurt someone), you can't have it—in your room or on campus.
- Decorative items with dull blades may be ok, depending on what the item is (since the blade being dull basically makes it a big metal stick)—ask your RA for more details.
- Any kind of projectile weapon is right out (including airsoft guns, paintball guns, and actual guns).
- There is no exception for sports or martial arts—the way that fencers get to have their swords (or baseball players bats) is because they have never been sharpened, and are thus simply metal sticks.

Noise

How noisy can I be?

- During Quiet Hours (10p-10a weekdays; 12a – 10a weekends) you need to be quiet enough that other people can sleep—usually, if you are making enough noise to be clearly heard through a closed door, you should be more quiet.
- Outside of Quiet Hours, you just need to be quiet enough that people can go about their daily lives. This is known as “Courtesy Hours” and basically means that if other people make a reasonable complaint to you, you should be quieter (if you feel the people complaining are not being reasonable, you should talk to your RA, who can help sort it out).

Why do we have Quiet Hours?

- Two reasons: (1) so that those of us living on campus can go about our lives without undue bother from noise, and (2) because the College has an agreement with the local neighborhood association saying that we will not bother them with noise after 10p.

Tips & Testimonials

“Beer Pong, by its nature, is a noisy game. And believe it or not you can hear the ball bouncing off hard surfaces outside of the dorm room where it’s taking place. I’d recommend finding a quieter way to imbibe.”

Where do Quiet Hours apply?

- Everywhere on campus. Really.
- That said, some places are less sensitive to noise than others: it takes a lot more noise at 1a in Templeton to keep people from sleeping than it does in a dorm lounge.

Can I practice my instrument, amped or otherwise, at any time in my room? If not, where can I practice?

- Any noise you make in your room—music, stereos, computers, people hanging out, acoustic instruments, whatever—needs to comply with Quiet Hours/Courtesy Hours.
- Historically people practicing/playing amped music in the dorms generates lots of complaints from other people using an amp in your room breaks policy (assuming, of course, that people notice).
- Since playing an instrument—even acoustic—during Quiet Hours can well keep people awake (and might get Courtesy Hours complaints during the day), you might want to try using one of the practice rooms in the music building or the Platteau. The student lounge in Templeton can also be booked for practices after 5p (do that by talking to the Events Office: events@lclark.edu).

*I heard that bands used to practice in Tamarack? Can I still do that?
Where can bands practice?*

- There were practice hours set aside for amped bands in Tamarack Lounge during Spring 2009. Unfortunately, a lot of groups ignored the practice hours and practiced whenever they wanted,

causing all manner of displeasure from residents in Forest, Hartzfeld, and the Apartments, which caused the whole thing to get shut down.

- Bands cannot practice in Tamarack—however, pre-booked shows can still happen in the Co-Op or the upstairs lounge.
- Bands can practice in Templeton (after 5p, as long as they book the room with the Events Office), or the music building (if the music department is down with that). Bands looking to practice should also talk to KLC and the LC Music Collation (LCMC), both of whom have funds (and, in KLC’s case, space) that are set aside for the promotion of music on campus.
- Bands can—and do—hold concerts in The Platteau, but practices there are very rare (again, due to complaints from people living in the area) and are only possible with the prior permission of the Student Platteau Manager.

Alcohol

Who is allowed to have alcohol on campus? Where can they drink?

- Anyone who is at least 21 years old is allowed to have alcohol on campus—and if you are 21, you can drink in a private space without people who are under 21 around.

What is a “private space”?

- Someone’s room, with the door closed. Make sure the person to whom the room belongs is 21, otherwise they can get tagged with hosting an event with alcohol. Lounges, hallways, offices, and the great outdoors are all public spaces, so put a lid on whatever you have, and stick it in a bag before taking it across campus.
- Contrary to occasional rumor, student group spaces are not “private”, with or without the door closed.

What about open containers?

- Even if you are 21, you can’t carry an open container around campus (outside of a private space).

What if I am 21 and my roommate isn’t?

- You can have (and drink) alcohol in your room; you can have any friends who are 21 in your room while you (or they) are drinking; your under-21 roommate can be there... ..your under-21

roommate can't have any alcohol though, and neither you nor your roommate can have any under-21 guests over while there is drinking going on.

What if I'm under 21, and people in my room are drinking, but I'm not?

- If they are your guests, the College has that down as hosting, which counts as a violation of the Alcohol Policy.

What if the people drinking are my roommate's guests, and I'm just hanging out in my own room?

- If everyone is 21, then all is well.
- If everyone except you is 21, then all is still well (see "*What if I am 21, and my roommate isn't?*").
- Otherwise, you are probably fine, but your roommate (and their guests) are probably breaking the alcohol policy... ..you will probably be asked for your ID info by whoever is doing the IR, since you are a witness, and you might be asked to come to the official conduct meeting to talk about whatever was going on, but if they weren't your guests, it wasn't your alcohol, and you weren't drinking, then you weren't breaking policy.

If my roommate is drinking in my room with their friends and gets caught, and I was there but not participating, will I be held responsible because I didn't do anything to stop it?

- If you were not participating, you are not responsible—you are not expected to make choices for your roommate or leave your room just because they decided to break a policy.

What happens if I have alcohol when/where I am not supposed to?

- The RA, AD, Campus Safety Officer, or whoever you are dealing with will ask you to pour the alcohol out (you can have them pour it out for you, if you would rather).
- If you are not 21 or the people hosting the gathering (whoever the room belongs to) are not 21, all the alcohol present is going to get poured out.
- If you are 21, but are breaking the alcohol policy by drinking with people who are under-21, you should get to keep any alcohol that is clearly uninvolved in the situation. For example, if you and some under-21 people are drinking beers and have an open bottle of vodka on the table, the beer and vodka will get poured out, but the unopened bottle of wine you have tucked back on top of your closet probably won't.
- In all of these situations, the RA, AD, Campus Safety Officer, etc. who is involved will record details about what happened in an Information Report as potential policy violations.

Tips & Testimonials

“A note to international students: just because you are on a college campus, don't expect that the drinking age of 21 won't be enforced. I came to LC thinking that this law didn't really apply to college campuses. I was sooo wrong. Don't expect to be able to party like you do in your home country.”

What about public intoxication?

- Being drunk (or otherwise intoxicated) enough that you can't take care of yourself and/or cause problems for other people will get you tagged with a policy violation.
- "Causing problems" includes breaking people's stuff, relieving one's self somewhere that is not a bathroom, waking people up, and other drama.
- If a Campus Safety Officer is present, and notices that someone underage seems to be intoxicated, they will document it in a Report, as a potential policy violation.

Tips & Testimonials

"A bunch of us were hanging out in my friend's room one night, and I guess we were being a little bit loud. Even though it was before quiet hours an RA came by and knocked on the door to tell us to be quiet. He came in and saw some old beer cans sitting on the desk in the room and asked us if we'd been drinking. We hadn't, but the beer cans still had some beer in them. They had to be poured out and we all had to have our names written down as witnesses. I was worried that I'd get in trouble when I hadn't done anything wrong, but ... I wasn't contacted for anything and I didn't get into any trouble. Just shows that if you're not really doing anything wrong, you just happen to be at a bad place at a bad time, and if you're honest and up front with the RA, then you probably won't get into trouble." [Guide's Note: not your beer, not your room, and you weren't drinking, so no issue for you—the person who the room and beer belonged to probably had to meet with someone though...]

What is the policy on empty alcohol containers?

- Possessing empty alcohol containers is not a policy violation. Having a bunch of rancid empties making your room smell like beer is the kind of thing that might cause an RA, AD, Campus Safety Officer, etc. to think that you had some actual beer in your room though, so it is best to clean your empties or take them outside for recycling.

Drugs

I hear that smoking out isn't a big deal here, right?

- Unlike some other local schools, getting nabbed with pot won't put your financial aid at risk and is unlikely to get you put on probation or suspended (unless you are dealing, or just keep getting caught)... ..on the other hand, the College does have an obligation to follow up on people breaking the law, and since having/using marijuana is illegal, you are looking at having your pot/bong/pipe destroyed, and having a formal conduct meeting about it. Contrary to occasional rumor, offering Campus Safety a puff will not get them to let it slide (whoever told you that was lying to you).

What about the flagpole on 4.20—I heard Campus Safety can't stop you from smoking out then?

- The College treats 4.20 (whether the time or the date) like any other time/day—again, this is someone messing with you.

What if I have a Medical Marijuana card?

- If you have a Medical Marijuana card from Oregon, you can smoke out, according to whatever your card says. Talk to the Campus Safety Director, or the Health & Wellness Office for details on how that all works out—they will figure out a plan with you that takes your Medical Marijuana card into account, as well as the College's legal needs.

- If your Medical Marijuana card is not an Oregon card, it won't do you any good.

When do the police get involved in Drug Policy issues?

- For the long answer, see “*When will the police be called? What exactly is a felony?*”
- The short answer is:
 - For anything more than an ounce of pot (either more pot or any other drug).
 - Yes, this includes shrooms.
 - Anytime there is evidence of distribution (dealing, giving out, whatever).

How does the school react to psychedelics?

- First, since psychedelics are felonies in Oregon, the College will call the Police.
- As for the internal College conduct system, it treats psychedelics more seriously than things like alcohol and pot (more illegal, and more likely to get people hurt than pot), so someone up for those is probably looking at a minimum of probation.

Tips & Testimonials

“Don't do hard drugs. It's bad for you, and you most likely won't be able to talk your way out of the situation if you get caught.”

My roommate has uncomfortable amounts of marijuana in our room. It was recently searched, what am I liable for?

- If none of the pot is yours, nothing.
- If it is not clear who the pot belongs to (or your roommate kept it somewhere that might make it look like it was yours), you and/or your roommate may need to explain what is going on in order to make it clear that the pot is not yours.

Rooms & Room Searches

When and how can someone from the College come into my Room?

How about Room Searches?

- Officially, if the College has a reason to be in your room, they can be. In practice if someone from the College is in your room, it should be because they are:
 - Invited in.
 - Fixing something that needs repair (like Housekeeping replacing a burnt-out light bulb).
 - Checking on your health and safety (includes both the once-a-semester making-sure-your-room-isn't-a-firetrap inspections, and cases where you might be injured, unconscious, etc.).
 - Turning off left-on alarm clocks: if you leave your alarm on over a weekend (or Break), eventually your neighbors will get annoyed, and call an RA or Campus Safety to come turn it off.
 - Closing the Hall for Winter or Summer; at the end of each semester, RAs and ADs check each room to make sure that windows are locked, electronics are unplugged, etc.
 - Responding to “Reasonable Suspicion” of a policy violation.

- “Reasonable Suspicion” usually means that something is going on that is apparent outside your room (like the smell of pot wafting down the hallway), someone has complained about your room (someone complaining about noise when you have bunch of people hanging out), or something is blatantly obvious (your AD comes to give you a new key, and your under-21-self answers the door holding a beer).
- Even when the College has “Reasonable Suspicion” of policy being broken, they prefer to avoid doing a full go-through-all-your-stuff Room Search. Usually they knock on your door, explain why they think there may be some sort of policy issue going on, ask you what the situation is, and ask for your help in making the policy breaking stop (for alcohol this means pouring it out; for pot, this means having Campus Safety come collect it).

But what about an actual Room Search?

- Room Searches happen when the College has “Reasonable Suspicion” that there are more policy-breaking things in your room than you have revealed.
- Room Searches can only be done by Campus Safety—RAs do not decide if a room search happens or participate.
- Since Campus Safety are the only people who do room searches, anytime one happens someone from another department (usually an RA or AD) will be there to observe—their job is to be an objective witness, and make sure that Campus Safety respects you and your stuff (this is one of the reasons why room searches result in two different Information Reports, one from the RAs and one from Campus Safety).

- Before actually starting the room search, Campus Safety typically asks you to bring out whatever it is that they are looking for, which lets them take whatever it is, and bypass the going-through-your-stuff part.
- When room searches happen, it is almost always because either the College has “Reasonable Suspicion” that the drug policy is being broken (example: a room smells like pot, but everyone inside says they don’t have any and weren’t smoking any) or something dangerous (and policy-breaking) is in the room (for example, if someone tells Campus Safety that you have a gun in your room, they have to come look for it).

So if I pour out my beer when the RAs show up, or hand Campus Safety my pot when they come to look at my room, I can probably avoid a full room search?

- Yeah, pretty much—however, see “*If Campus Safety has responded to multiple reports of my room smelling like pot, are they more likely to do a search?*”

If I have been found responsible for past policy violations, is my room more likely to get searched?

If Campus Safety has responded to multiple reports of my room smelling like pot, are they more likely to do a search?

- Prior conduct history or reputations do not influence a room search, but an actual pattern of behavior concerning the room can. For example, Jimmy Bob having been found responsible for two pot violations last year does not provide Reasonable Suspicion to search his room. Jimmy Bob's actual room repeatedly smelling like pot does make it increasingly reasonable to suspect that there is pot in the room, and to do a room search.

- So, no, you are not necessarily more likely to get searched if you've been visited often for possible policy violations (having multiple alcohol incidents does not, for example, make it more reasonable to suspect that you have pot in your room), but multiple complaints or concerns for the same issue—particularly in a short amount of time—do increase the likelihood of a room search.

Does the College need a search warrant to look through my room?

- No—as a private institution, the rights-relationship between the College and us is not governed by the Constitution, but by the contracts the College has made with you (pretty much anything the College has agreed to do for you, or you have agreed to do for the College is part of that contract. In the case of room searches, the housing contract explicitly gives the College the right to do a room search if they have “Reasonable Suspicion” of a policy or safety issue.

Can the College ask me to open my fridge, closet, or the like?

- Like with someone coming to your room for a policy violation, the College asking you to open up your fridge or whatnot needs to be based on a “Reasonable Suspicion” that there is some policy-breaking-thing going on in your fridge.

- For example, if an RA comes to your door because someone complained about noise, and sees that you and whoever are hanging out have a few beers (and aren't 21), they will ask you to pour them out...
...if they come by and you have a chilled glass of white wine (classy, classy you), it is pretty reasonable for them to think that there might be a bottle of white wine in your fridge, which they will ask you to open.

Can Campus Safety search my backpack/bag/purse, or have me empty my pockets?

Is Campus Safety allowed to search my physical person?

- Yes. Under a similar sort of legal theory that to the one that allows private security to search bags, pat people down, or make people turn out their pockets before going into a club or concert, Campus Safety has the authority to do the same sort of thing if they have a "Reasonable Suspicion" of a policy violation.

Tips & Testimonials

"If you are going to drink in your room don't invite more than a few people. And don't invite people that get loud and obnoxious when drinking alcohol. The key to drinking in the dorms is keeping the noise level down.

If you aren't loud the RA won't have a reason to knock on your door. Another note on that: respect Quiet Hours."

How thorough is a Campus Safety search?

- It depends—mostly on what sort of “reasonable suspicion” caused the room search in the first place. For example, if the room search is happening because of the room smells like beer and is full of drunken people with red cups of PBR, Campus Safety probably isn’t going to search anywhere too small to hide a beer can. The

officers may simply look through desk drawers and backpacks, or they may go through everything in the room including laundry bins, clothing drawers, and under the bed.

- Campus Safety will stop their search when they no longer have “reasonable suspicion” of there being some sort of policy violating thing in the room.

Tips & Testimonials

“Don't learn the hard way that you are ultimately the one responsible for what occurs in your room. Against my best judgment, I let a friend roll a blunt in my room and then leave. The RAs smelled the weed and brought Campus Safety and, then I was being threatened with a room search. Ultimately I ended up getting written up and having my property being taken. If something is happening in your room that makes you feel uneasy, don't let it happen.”

What if I don't want Campus Safety going through all my stuff?

- Before the room search starts, ask Campus Safety if you can just turn over the pot/alcohol/whatever that they are looking for. Once a room search starts, the easiest way to have it finish quickly, with as little of your stuff as possible disturbed, is just to tell Campus Safety where to find whatever they are looking for (they may keep looking though, especially if you started out by saying that you didn't have anything, because it makes it harder for them to reasonably believe that you have turned all of whatever you've got).

What if Campus Safety does a room search and finds something they weren't looking for?

What if Campus Safety is searching my room because it smells like pot, and they find a handle of Jack in my closet?

- Regardless of why Campus Safety was looking at the room in the first place, if they find something that violates policy (including things that break the law), they are required to respond... ..so, for example, if Campus Safety is looking through your room because it smells like pot, and they find alcohol while they are looking (and you aren't 21), they will pour the alcohol out and add it to their Write-Up.
NOTE: If you are 21, it helps to remind Campus Safety while they are doing their room search, since then your possession of alcohol is not a policy issue.
- See also *"Does the College need a search warrant to look through my room?"*

Why did Campus Safety ask me to wait in the doorway/hallway while they searched my room?

- This is a safety precaution that Campus Safety Officers are supposed to follow, especially if there is only one Campus Safety Officer there. While the vast majority of room searches are chill (or as chill as they can be, given the situation), there is always the risk that someone is going to freak right out and become physically aggressive; asking you to wait in the doorway makes it less likely that—should you do this—you will interfere with the search or threaten people’s safety.

Can I leave while Campus Safety is searching my room?

- Maybe. If the Campus Safety Officer, an AD, an RA, or some other person who works for the College has asked you to stay, then leaving breaks the Staff Directives policy. If you have not been asked to stay, you can take off (it is a good idea to ask Campus Safety if you can take off, just to be sure).
- Staying for the Room Search is usually a good idea—it means that you can tell Campus Safety where to find what they are looking for, thus reducing the amount of searching through your stuff that goes on, and means that you can personally witness all the events that will be in the Write-Up.

What happens if Campus Safety shows up to do a room search, and no one is home?

- If Campus Safety has the sort of “Reasonable Suspicion” that leads to a room search, they are going to have to look through the room anyway, regardless of whether anyone is home or not.

- If the RA who is there has a way to get ahold of you, they will try to get you to come back for the room search, or at least will try to let you know a room search is afoot.
- If you aren't home, Campus Safety will probably do a full, go-through-all-your-stuff room search, since you aren't there to tell them where to find the stuff they are looking for. As always, an RA, AD, or the like will be on hand to witness the search.

How common are room searches?

Does Campus Safety do room searches all the time?

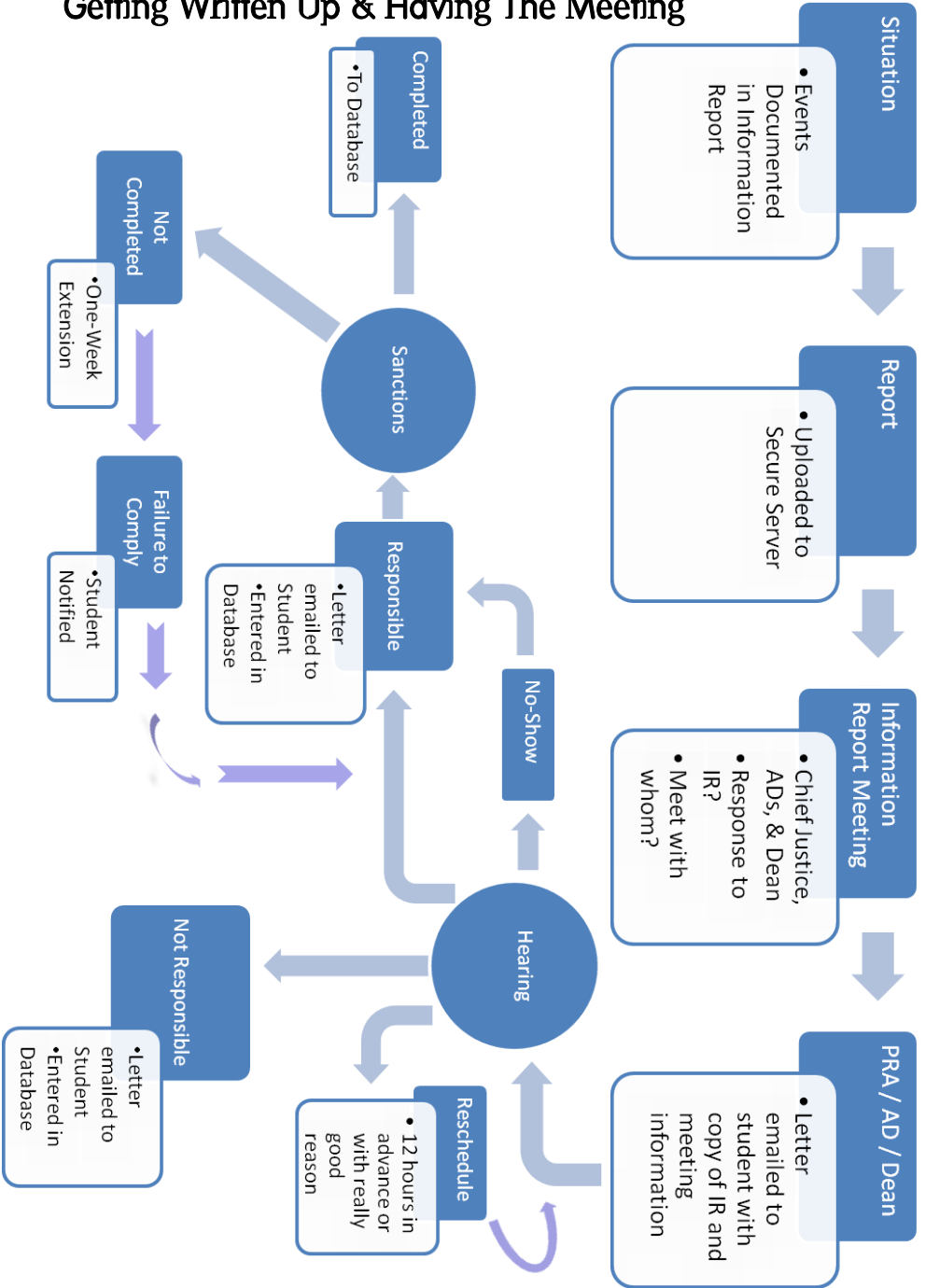
- Actual room searches are relatively rare. While the College recorded 322 potential policy violations in or around the dorms (the 322 includes all possible policy violations around the Halls: noise issues, suspicious persons, alcohol, pot, etc.) during the Fall 2008/Spring 2009 Year, there were only 31 full-on room searches, and they all involved situations where either the people in the room weren't home (19 searches) or were asked to turn over their pot/beer/etc. and didn't (12 searches).

How come sometimes RAs call Campus Safety, and other times they don't?

- Any time drugs might be involved, RAs are required to call Campus Safety, since they can't actually take possession of the drugs themselves.
- Otherwise, RAs might call Campus Safety if they feel like the additional support would help resolve the situation more quickly and smoothly (like, if it sounds like there are a lot of people in the room, or if people are being belligerent) or if they feel that someone might need medical help (since Campus Safety has

training for that kind of thing—and because if someone calls 911, the ambulance won't know where to go on campus unless Campus Safety directs them anyway).

Getting Written Up & Having The Meeting



Write-Up or IR?

- The College really doesn't like to use the phrase 'write-up', so anytime you are talking to someone official, they will probably either say "Information Report" or "IR".

What is a Write-Up, and who can do one?

- A Write-Up, or an Information Report (IR), is simply a record of something that has happened—it could be a medical emergency, a potential policy issue, someone doing something awesome, and so forth.
- Information Reports should be written objectively, in the third-person (they should end up reading sort of like a script).
- Anyone can write an IR (really!)—just write down what happened as clearly and objectively as possible, and send it to an AD.

Does the College let RAs give warnings for policy violations instead of doing a Write-Up?

- No—anytime an RA, AD, or the like is aware of a situation where policy is being broken, they are required to do a Write-Up (this is both to guard against bias and to avoid legal liability issues). RAs can, however, warn you about a policy violation before it happens, thus trying to keep you from having to deal with it. This is, for example, why RAs often remind people about Quiet Hours or ask them to shut their doors after Quiet Hours start—they are trying to give you a heads up before things get noisy enough to actually be a policy issue.

Why did the person doing the Write-Up ask for my name and ID if I wasn't involved?

- The College collects information (name / ID number / room) from anyone present when a Write-Up gets recorded, in order to have as complete a picture of what was going on... ..this does not necessarily mean you will need to have an official meeting with anyone or are alleged to have done anything wrong.
 - As a witness, you may be asked to provide further details about the situation.
 - See also *“The things the Come-Have-A-Meeting-Letter is accusing me of are ridiculous!”*
- You can have the person writing the IR include your statement that you are not involved in whatever was going on.

I think I got Written Up – what happens now?

- If you aren't sure whether you actually got written up or not, you can ask the RAs that were there, or your RA – they can let you know...
- If you were, then the Information Report (The Write Up) with your name on it will have been uploaded to a secure server. Twice a week, the ADs, Chief Justice, and Associate Dean of Students get together and figure out what to do with whatever reports have been uploaded. What they decide depends on what the report describes:
 - Sensitive Issues – particularly sensitive situations (mostly, this means allegations of sexual assault) do not get seen by all these people or discussed at these bi-weekly meetings—there is a separate, confidential process for those.

- Something Awesome – like extinguishing-down a fire, taking care of your roommate, or helping chill a situation out—things like this usually result in you getting an official-type thank you letter.
- Checking In – A lot of reports that the RAs write don't have a lot to do with anyone breaking a policy, but are more the sort of situation where someone will check in to make sure that everything is ok – or see if they need any help. ...This would include reports about being sick (help = working with Student Support to explain what is up to professors), the infamous jacket thief nicking your coat from the library (help = reporting the theft to Campus Safety, and being all like 'sorry your coat got stolen – that sucks').
- Policy Violation – if it does seem like the report describes some sort of College policy being broken, the ADs, Chief Justice, and Dean figure out which of them should meet with the people involved... ...you will get an email telling you who you should meet with in order to explain what happened and get things sorted out, with a copy of the report attached.

What do I do if the copy of the Write-Up that came with my letter isn't accurate?

- You get a chance to respond to and clarify the Write-Up during your official conduct meeting.
- If are at all concerned about remembering everything you want to say about the Write-Up in the official meeting, write it down ahead of time and give it to whoever you are meeting with.

Is there anyone else I might have to meet with?

- Plagiarism, cheating, and other academic issues go to the College Honor Board. Allegations of sexual misconduct (rape, sexual assault, sexual harassment, or sexual exploitation) go to the College Sexual Assault Board. Other serious issues go to the College Honor Board – mostly this last one happens when it looks like someone might be put on probation, suspended, or expelled.

Do I Have Any Say In Who I Meet With?

- You can say that you would prefer to meet with a particular AD, PRA, or the Dean, or you can object to meeting with one of them. Either way, email Campus Living, telling them what you want, and why.
 - Good reasons for Requesting Someone might include: “they know about the situation’s context”; “I have already talked to them about the report”; “I feel they can better understand what is going on”.
 - Good reasons for Objecting might include: “they have said/done things that make me feel like they won’t be fair;” “I would rather not discuss this in front of other students”; “I have already talked to them about the situation, and want to meet with someone uninvolved”.
- The Chief Justice, ADs, and Dean will respond to your request/objection in the letter asking you to attend your meeting.
 - While attempts are made to meet reasonable requests/objections, this is not always possible—for example, the AD you have requested may be out of town, or the PRA may already have booked all of their meeting times.

The things the Come-Have-A-Meeting-Letter is accusing me of are ridiculous—WTF?

- Yeah, sometimes the letters have allegations that seem pretty out of proportion – particularly if you feel that you were not involved in whatever was going on. The Chief Justice, ADs, and Dean, however, want to make sure that you know ahead of time about any issue that could possibly come up, so you can have a chance to figure out what you would like to say—as a result, while they try to keep things to the point, they would rather err to the side of silly-much than too-little.
- You may also get a letter saying that you “may have been involved in the following alleged policy violations” when the College really just wants you to show up as a witness to help explain the situation... ..the reason your letter talks about possible policy violations is, again, on the off chance that you end up going to the meeting and saying something like “oh yeah, I totally did that, that’s all me”, the College wants you to know what you might possibly end up dealing with.

So what is the Meeting for anyway?

- Any conduct meeting has three parts, asking three questions:
 - What Happened? – What does the Report say? Is there other information about what went on? Are there things in the Report (or not in the Report) that you want to explain or dispute?
 - Was a Policy Broken? / Did You Do It? – After you and whoever you are meeting with figure out what was going on, the next question is whether any of that means that you broke a College policy. The College uses a “more likely than not” standard for figuring out responsibility,

which means that you can only be held responsible if 51% or more of the evidence indicates that you actually broke the policy. ...if you didn't, things pretty much end here. ...if you did, then comes the last part of the meeting:

- What Do We Do About It? If you are responsible for breaking a policy, the College needs to come up with some kind of sanction (more about those in the next section). The College should ideally come up with something that is relevant to whatever happened and is useful for you – they should also ask you what you think about your sanction, and if you have any suggestions.

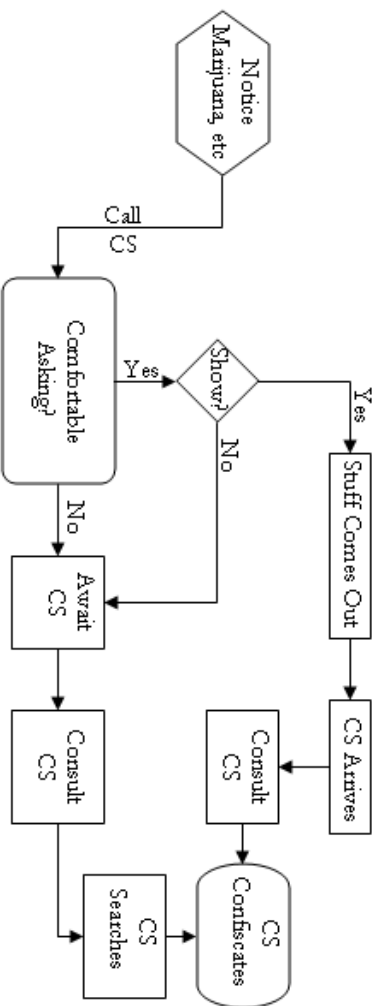
RA Documents: Alcohol & Drugs in Rooms

These are directly from Campus Living training materials—now you know what the College tells RAs.

“Comfortable Responding”—WTF is that?

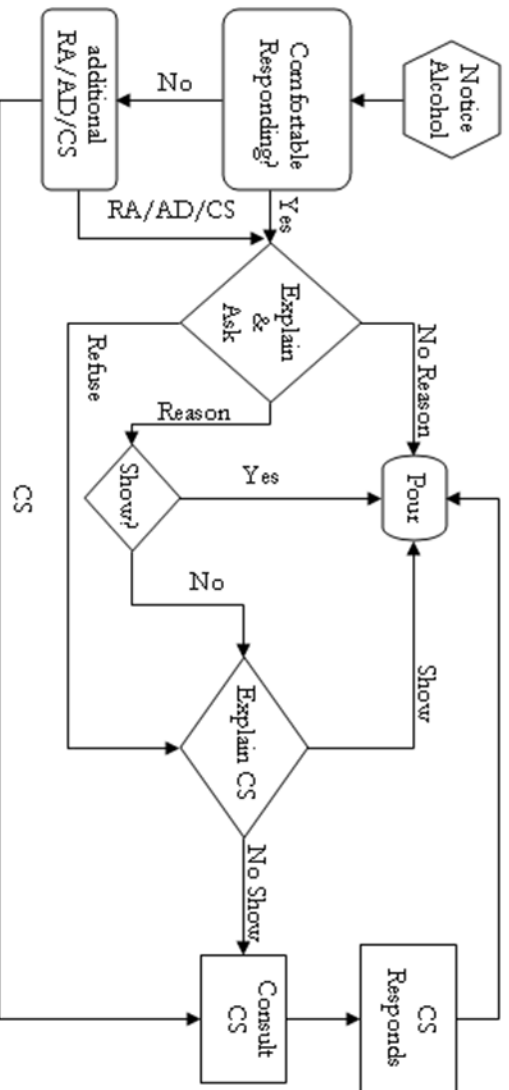
- RAs are trained not to put themselves or others in unsafe or volatile situations. Part of this training teaches that if it seems likely that there are more people involved than one RA can reasonably interact with at once, they should arrange for another RA, an AD, or Campus Safety to assist. This can also apply to situations involving people who are hurt/sick, drunk, or upset.
- Don't take it personally—the training they get around this is all about situations, not people.

LEWIS & CLARK COLLEGE
CAMPUS LIVING PROCEDURES:
Marijuana+ in Residence Hall Rooms



- *Notice Marijuana, etc.* — RA becomes aware of marijuana, other drugs, or paraphernalia in a room. Typically this is by odor, but could also include visual cues (e.g. seeing a bong on the middle of a desk while returning a resident's lost key), complaints received from students, etc. The RA contacts Campus Safety at this stage.
- *Comfortable Asking?* — If the RA is comfortable making contact with the students before Campus Safety arrives, they may do so, explaining why they are responding to the situation, and that the best way to resolve the situation for everyone is for the students to bring out any drugs or paraphernalia they may have, so that Campus Safety can confiscate them upon their arrival. If the students agree, Campus Safety arrives, is briefed by the RA, confiscates the drugs/paraphernalia, looks about as they deem appropriate, and resolves the situation.
- *Not Comfortable/No Show* — If the RA is not comfortable making contact (due to numbers of people involved, level of intoxication, etc.), the students are not in the room, or the students are not amenable to setting out their drugs/paraphernalia, then the RA awaits Campus Safety. Upon Campus Safety's arrival, the RA briefs them on the situation.
- *CS Searches* — Campus Safety conducts a room search, observed by the RA. Any drugs, paraphernalia, or other illegitimate materials are confiscated; illegitimate alcohol is poured out.

LEWIS & CLARK COLLEGE
 CAMPUS LIVING PROCEDURES:
 Alcohol in Residence Hall Rooms



- **Notice Alcohol**—RA becomes aware of alcohol in a room. Typically this is by sight but could also include audio cues (e.g. “Chug, chug, chug!”), followed by clinking glasses), complaints received from students, etc.
- **Comfortable Responding?**—If the RA is comfortable responding to the situation, they do so. If the RA feels that—given the circumstances (number of people involved, level of intoxication, factors unknown, etc.—they desire and they may contact another RA, the AD-on-Duty, or Campus Safety.
- **Explain or Ask**—RA explains to those in the room why they are responding to the situation, that their ID information is needed for an IR, and asks that they pour out their alcohol.
- **Refuse**—If the students ultimately refuse to comply, the RA may explain that one of the remaining options is to contact Campus Safety so that they might resolve the situation.
- **Reason/No Reason**—If the RA has reasonable cause to believe that there is still alcohol remaining (e.g. sloshing, clinking, and closet closing noises followed the RA originally knocking on the door, a strong odor of alcohol, etc.), they ask the students to bring out their remaining alcohol. If the RA does not feel that they have reason to ask after further alcohol, the situation resolves.
- **Show?**—The RA asks the students to bring out their remaining alcohol so that it might be poured out. If the remaining alcohol is revealed and poured out, the situation resolves.
- **Explain CS**—If the students do not reveal their remaining alcohol (or the lack thereof), the RA explains that they do need to resolve the situation, and to that end their remaining option is to contact Campus Safety. If at this point, the remaining alcohol is revealed, it is poured out and the situation resolves. Likewise, if there is no more alcohol, the situation resolves.
- **Consult CS**—The RA contacts Campus Safety and awaits their arrival. Upon Campus Safety’s arrival, the RA briefs them on the situation, and consults on the best response.
- **CS Responds**—Campus Safety resolves the situation as appropriate; illegitimate alcohol is poured out.

Sanctions

So, what happens if I am found responsible for a policy violation during an official meeting?

- You will get some sort of sanction as a result.
- Sanctions range from Formal Warnings to Suspension/Dismissal.
- You should have a chance to talk about the sanction with whoever you are meeting with.

How I can figure out what sort of sanction I will get?

What should a sanction look like?

- At the mutual request of students and staff, there is no set formula for sanctions—this is to make sure that each person and situation are treated as individuals.
- There are, however, some guidelines that can clarify what sort of sanctions are likely to come from a violation (these are the same guidelines that Area Directors and others use to figure out sanctions):
 - Sanctions should
 - Be relevant to the issue at hand (so, no sanctions about marijuana if you get a noise violation).
 - Be useful for the person who was found responsible (if it feels like the sanction is just busy work, talk to the person you are meeting with about coming up with something else).
 - Not repeat (if you already have a Formal Warning for alcohol, you can't get another one).
 - Proceed in a coherent order—someone who has already been found responsible for pot twice, and

has been already sanctioned to take a self-survey on how much they smoke (for the first violation), and write a paper on legalization (for the second), can't get a Formal Warning for a third pot violation.

- Formal Warnings are pretty much only for situations where the person responsible did not understand the policy—a Formal Warning essentially says 'we talked about the policy, and it shouldn't be an issue in the future.'
- Most first-time alcohol or marijuana violations result in the person responsible taking a self-survey about their alcohol/marijuana use and talking to Melissa Osmond (the College's Health & Wellness person) if it looks like something unhealthily sketchy is going on.

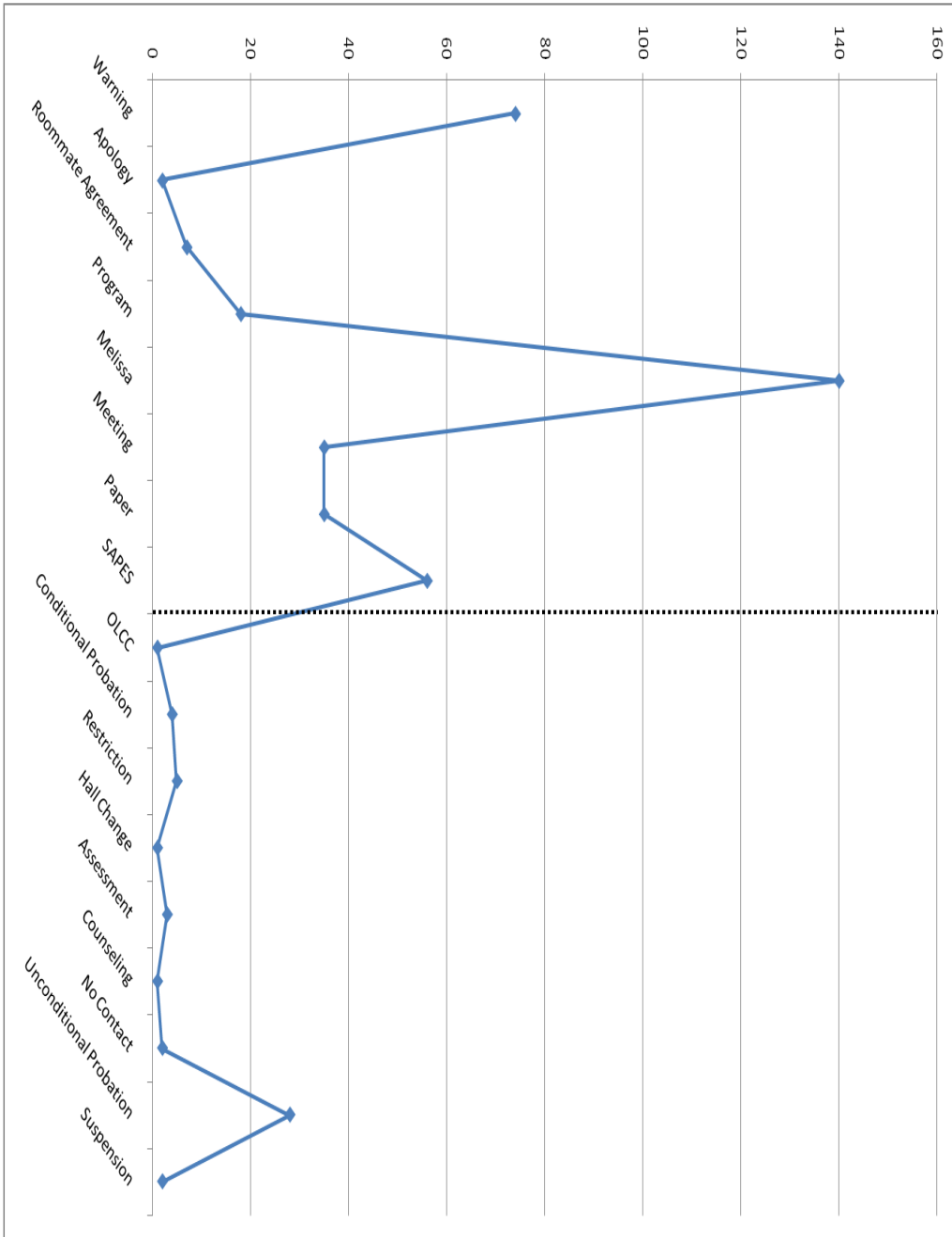
What are sanctions supposed to do?

What sorts of sanctions are fair?

- Sanctions are supposed to:
 - Make restitution (if necessary) for anything that got broken or people that got their lives messed with. For example, if someone trashes a lounge, they might get sanctioned to clean it up.
 - Encourage people to follow College policies (this could mean anything from simply agreeing to follow the policy to giving the College recommendations on ways they can better explain the policy, to talking about why the policy exists, etc.).
 - Address any health or safety issues involved.
- Sanctions are not supposed to be about punishment for punishment's sake.

What sort of sanctions do people get?

- For Fall 2008, the total of all sanctions that people got looked like: (sanctions to the right of the dotted line are more serious)



- What these mean ...
 - Warning: Formal Warning—now that you know the policy, please don't break it again.
 - Apology: Only given if the person responsible actually wants to apologize for something.
 - Roommate Agreement: What is ok to have happen in your room, and who takes responsibility if something not-ok is going on. This is usually written and signed by all the roommates involved.
 - Program: Put together an event (the classic example is someone who is responsible for breaking Quiet Hours being sanctioned to put on a Quiet Hours party to let people have fun after Quiet Hours without breaking the noise policy).
 - Melissa: take a self-survey on alcohol/drug use for and/or meet with Melissa Osmond about it.
 - Meeting: meet with a staff member to talk about the situation.
 - Paper: write a reflection or recommendation paper relating to the situation (examples include recommendations on how the College can better explain the Alcohol Policy, ways that people can get involved in efforts to legalize marijuana, reflection on personal experiences with alcohol, etc.).
 - SAPES: a more involved individual or group session with Melissa about alcohol or marijuana (costs \$25 or \$50, depending on what kind of session you get).
 - OLCC: the OLCC alcohol server's course, covering basic bartending information, legal issues, and obligations—you get a OLCC server's permit at the end (costs \$50).

- Conditional Probation: Conditional probation specifies what happens if you are found responsible for certain policy violations or not meeting certain conditions. For example, conditional probation might say that if you have another noise violation, you will need to move to a different dorm.
- Restriction: some sort of restriction on participating in College activities, visiting certain dorms, etc.
- Hall Change: having to change rooms or buildings.
- Assessment: a drug or alcohol assessment at an off-campus treatment center (paid by the College).
- Counseling: talking to someone at the Counseling center.
- Unconditional Probation: If you are responsible for a policy violation while on unconditional probation, you get suspended.
- Suspension: while suspended, you are barred from being on campus (without permission).

Tips & Testimonials

“Don't get caught drinking or smoking too many times. While the ADs, & the health/wellness person are usually pretty lenient on the 1st and even 2nd offense, you will get in serious trouble if your misconduct becomes a habit.”

What sanction can I expect for particular violations?

- It really depends on what exactly went on when the policy was broken, what other policy violations you have been responsible for, what other sanctions you have already done, and what the rest of the situation's context is (see *"How can figure out what sort of sanction I will get?"*).
- That said, these are things that historically are normal for different violations:
 - Noise
 - Formal Warning; Roommate Agreement; Program.
 - Alcohol
 - Self-Survey; Reflection/Recommendation Paper; SAPES; probation (for repeated issues).
 - Pot (smoking/possessing)
 - Self-Survey; Reflection/Recommendation Paper; SAPES; probation (for repeated issues).
 - Vandalism (Graffiti)
 - Restitution (paying to clean it up).
 - Pot (distribution/dealing/possessing more than an ounce)
 - Probation; Suspension.
 - Shrooms / Acid / Coke / Ecstasy
 - Probation; Suspension.
 - Disorderly Conduct (basically, being threatening towards someone)
 - Restriction (usually not contacting the other person involved); Probation; Suspension.

Can I get fined for violating a policy?

- The College doesn't like to fine people, since fines (1) just seem designed to punish people, and the College doesn't want to punish people, they just want them not to break policy, and (2) fines suck a lot if you don't have extra cash, and suck much less if you do—which isn't fair.
- The only sanctions people get charged money for are either to cover the cost of fixing something that got broken (the cost of painting over graffiti, or replacing a broken window) or health and safety violations (the usual pull-the-fire-alarm-costs-money charge).

Why does Settling In have a list of fines then?

- The fines listed in Settling In (Campus Living's Residence Hall Handbook) are all either for health/safety issues, go towards the labor/material costs of repair, or are otherwise used to cover the costs of something.

For Example:

- Early/Late Stays: charge is for having extra access to the facilities, just like renting a hotel room.
- Failure to Complete Check-Out Procedures: Housekeeping and others have to put in extra time when people don't check out right—this helps cover those costs.
- Pets: fine is to repair pet damage and ultra-clean the room (for allergy reasons, a room that has had pets requires more labor-intensive cleaning than the rooms usually get).

What if I don't have the money to cover the fine?

- The College can set you up with a program to cover the cost by working with/for Facilities, or the like.

How long do I have to finish my sanctions?

- You should be able to work out the specific time that you have to get your sanctions done during your official meeting with an AD/PRA/the Dean/whoever. Usually the College likes to get things taken care of pretty quickly, but can be understanding about class deadlines, personal issues, etc.—a week or so is pretty standard, with more complex sanctions giving you more time.

What if I just don't do my sanctions?

- At first, you will get a one-week extension on whatever it is that you were supposed to get done. If you still have not finished your sanction, you can expect a letter telling you to come to an official meeting to discuss your “Failure to Comply With Staff Directives” (that being the technical policy you are breaking by not doing your sanctions)—the result of which is probably a hold being put on your records, which prevents you from registering for classes or getting a transcript until you finish the original sanction (the same thing that happens if you have over-due library books, just way more drawn out).

Agents of The State

When will the police be called? What exactly is a felony?

- LC has an agreement with the Portland Police that states “any time there is evidence of a felony drug crime, the evidence will be turned over to the police for their disposition and possible arrest.” This essentially means that if you are doing some sort of felony action, you should be prepared the Police to show up.*
*except alleged sexual assaults—those get reported when and how the survivor wishes.
- Felonies in the state of Oregon include:
 - Possession of more than an ounce of pot.
 - Distribution (or possession with intent to distribute) of any illegal drug.
 - note that this does not say “sale”—if you hook a bunch of people up with their drug of choice, you can still get nicked for this, even if you don’t get paid.
 - including giving out prescription drugs.
 - this can get triggered by things that make it look like you are distributing, even if you are not actually seen giving stuff out: scales, records of prices/buyers, etc. can all do this.
 - Possession of any amount of other illegal drugs, including
 - psychedelic mushrooms.
 - ecstasy .
 - possession of prescription medications, that are not prescribed to you.
- See also *“What happens if I get caught with a Fake ID?”*

What about copyright law?

- The Recording Industry Association of America (RIAA) and Motion Picture Association of America (MPAA) do try to catch people downloading/uploading music and films which belong to their members. When they catch someone at LC, usually they send the College an email saying what was being downloaded and what IP address it was being downloaded to. The College then matches that IP address to a person, and tells them to stop downloading movies/music. If it happens again, the person's Ethernet ports get turned off until they have a meeting with the head of IT. If this keeps going on, the person doing the copyright scamming is probably going to have to have an official conduct meeting with someone.
- The College generally does everything feasible to protect the privacy of its students. Typically, this means that unless the College is faced with a subpoena, your personal information is unlikely to be turned over to any media-industry organizations as a result of the College's actions.

What happens if I get caught with a Fake ID?

- The College will turn your Fake ID over to the Oregon Liquor Control Commission. The OLCC will keep the ID, and usually question you about where you got it; depending on how the OLCC is feeling at the moment, they may ask the local District Attorney to charge you with something .
- You will get sent a letter summoning you to an official meeting about the Forgery policy
- If you actually tried to pass your Fake ID off as your real ID to a RA, AD, Campus Safety, or some other College official, you will

also need to meet with someone about the Providing False Information policy.

What if I am making Fake IDs?

- The last time a student was caught making Fake IDs on campus (after someone used one of their IDs off-campus, and the OLCC got in on it), the FBI showed up, and the student had to both deal with them and get suspended for the rest of the year. It sucked; we suggest not making Fake IDs.

The Great Outdoors

Where can I smoke (legal things, like tobacco)?

Where can I burn incense or candles?

- Smoking or burning incense is allowed as long as you are 25 feet away from a building—this is in large part due to Oregon health code (since pretty much every building at the College counts as a place of employment) and health/allergy concerns.
- The College has picnic tables with umbrella set up near (but 25' away from) most of the dorms to give you a place to have a cigarette or set up a hookah, undisturbed by the elements—unfortunately, the umbrellas are sun umbrellas, not rain umbrellas, so they don't really keep you dry, but it was a nice gesture...
- Once it starts raining, having to walk away from the building to smoke can get annoying—on behalf of your non-smoker fellow residents (and your fellow smokers who like having a good name) please do it anyway.
- If you use incense or candles for spiritual purposes, the Pagan Student's Group keeps a well ventilated, secluded room set aside for you to use—contact their advisor (David, the Forest AD) for details. Despite being maintained by the Pagan Student's Group, the room is available to anyone, regardless of individual religious or spiritual beliefs.

Does South Campus close at any time to students?

- Nope. Quiet Hours still apply on South Campus though, and if Campus Safety thinks people are being too loud there (or are

doing something unsafe, or are breaking policy), they will ask you to go back to the main campus.

Are students allowed to go into the woods around campus?

- In general, yes. If there are signs up saying something like ‘Stay Out’, then no.

Where can I skateboard?

Can I bike wherever I want?

- If you are using your skateboard, bike, or other person-powered wheeled vehicle as transportation, you can go pretty much on any on campus path or road, as long as you don’t run down people on foot (ouch for them), muck up traffic (ouch for you), or ride down stairs/rails (the College worries about people breaking themselves, and Facilities hates paying to repaint rails).
- If you want to hang out and do tricks on your skateboard or what not, you can use the cement in front of the gym (and by “can” we mean College policy won’t let you do it anywhere else) after 4pm or on weekends (as long as there isn’t a game in the gym).

Can I slackline on campus?

- College policy says “Slacklining is allowed on campus.”
- College policy also says “the line may not be elevated to a height more than three feet, and only Douglas Fir trees with a diameter greater than one foot may be used to support the line.”

Slacklining only on Doug Firs, Seriously?

Why?

How do I know what is a Doug Fir and what isn't?

- Seriously—and there is a reason. In an attempt to protect smaller trees that may not be up to bearing slackline-weight, the College went looking for a consistently strong tree, and decided that Doug Firs of 1'+ width were sturdy.
- If it is a pine tree, is on campus, and is more than 1' wide, assume it is a Doug Fir, and feel free to slackline away (not more than 3' off the ground). If it is not a pine tree, or is less than 1' wide, don't attach a slackline to it.

I hear Lewis & Clark is a clothing-optional campus, is that true?

If the College is private property, do I need to wear clothing on campus?

- Despite being a private institution, Lewis & Clark is not clothing-optional, and you are actually required to wear the usual minimum amount of clothing in public spaces as you would off campus. A large part of the reason for this is because the College is both an academic space and a workplace—and having naked people wandering around either sort of place officially makes it a unwelcoming work/academic environment, which in turn runs right into sexual harassment laws.
- Also, the City of Portland has an ordinance prohibiting people from exposing their genitalia in a public place, which includes public places on campus—keep it in your pants.

Can I paint or chalk on walls/sidewalks/other stuff?

- Chalking sidewalks or asphalt is all good, since it washes out in the rain. Chalking anything else (brick, walls, wood, etc.) takes Facilities a lot of time (and sometimes harsh chemicals) to clean up, so it gets counted as “Vandalism”/“Graffiti”—officially against the College’s policies.
- Using paint, permanent marker, or other non-temporary mediums to draw on things that belong to the College also counts as “Vandalism”/“Graffiti”—and violates a Portland City law as well.

What if I get caught with alcohol/drugs off campus?

- If you are at some College event (homecoming, whatever), it counts just like being on campus. Otherwise, the issue is between you and whatever government agent caught you.

Does Campus Safety ever show up at off-campus parties?

- Campus Safety sometimes gets phone calls from neighbors who are pissed about loud off-campus parties, and want to call the police. If Campus Safety has an Officer to spare, they will come by the party to give people a heads up that the neighbors are mad and will probably call the police unless things become chill (this is meant to be a favor, to keep you from having to deal with Portland/Lake O police).

If I need to get to a hospital, what are my options for getting there?

- Safety and legal concerns prevent College officials (RAs, ADs, etc.) from driving you to the hospital, so to get there you will either need to get a ride with a friend, take a taxi, or go via ambulance.
- If you go via taxi, the College has a service set up that can bill your student account directly for the ride there and back, so you don't have to worry about having cash on hand to pay the driver. For details on this, talk to Campus Safety, the Health Center, or an AD.

My friend is too sick to get out of bed, but obviously still needs to eat. Can I take out a box of food for them from the Bon?

- Yes, but you need to talk to the Bon about it first—they can help you get a meal together for your friend.

Resources: General

I want things—how do I make things happen?

- You can get with the people and groups in this section to get hooked up with stuff you want, make changes happen, and address issues. The key to any of this, however, is making sure that the right people know that you are looking for something. If you want something—whether for certain things to change or other things to stay the same—you do not have to do it all yourself, but you do need to make your voice heard.

I am not sure who I am looking for—is there someone I can ask who can hook me up with the right person?

- If you want something but do not know who to go to (and didn't see the answer in this Guide), the best person to ask is your RA—they will either know the answer, or be able to figure it out for you pretty quickly.

I am worried that someone else needs some help, who should I talk to?

- The best people to go to are their RA or your RA. The RA may have more information about the situation, may know if that person is already getting help, and will be able to figure out what the best way to help out is.

Resources: Opportunities & Offices

College Outdoors

- All of your wandering around outside needs: sponsored trips, hikes, kayaking, Wilderness First-Responder Training, info on cool local outside stuff, etc.

Multicultural Affairs

- Funding for diversity-related speakers or events; Concerns about discrimination; the LINC (student mentor) Program; Connections to United Sexualities, Black Student Union, Gente Latina Unida, Native Student Union, Asian Student Union, Hawai'i Club, etc.

Health & Wellness

- Not the same as the Health Center.
- Not the same as the Counseling Center.
- Hooking you up with a holistic approach to being well: safer sex programs, nutrition, and a sensible approach to alcohol and drugs.
- Health & Wellness pretty much is Melissa Osmond, who is awesome.

The Counseling Center

- Free, confidential counseling—someone who actually gets paid to listen to you talk about whatever.
- Can help with getting on (or off) prescribed psychological meds.
- All students can get free, confidential counseling, regardless of insurance coverage. Schedule an appointment with the Counseling Center at 503-768-7160.

The Health Center

- Flu shots, immunizations, health checks, birth control, and your other physical-body needs.

Take a professor to lunch in the Bon

- Students can take a faculty member to eat at the Bon, and the professor will eat for free when the student swipes their card in to eat. Just let the Bon worker at the door know that the person is a faculty member and that means they can eat with you free in the dining hall.

Resource Lab

- In the lower level of the Library near the back there is a treasure trove of technological goodies open for use by students. Big and fast computers equipped with almost any software you can think of that might help with assignments, presentations, or independent projects. This includes great photo editing/graphic design software and audio/video editing. The resource lab can also help with color printing and poster printing.

Student Webspace

- All students have their own lclark.edu webspace to build their own personal webpages. Use an FTP program like FileZilla or Fetch to log in: Hostname-ftp.lclark.edu, Username-your lclark login ID, password-your personal password. For help with this service, contact the IT department.

Writing Center

- All students are able to get help with their writing as a free service. Peer tutors are available during many hours of the day. Visit the Writing Center in Albany 206, call 503-768-7503, or send an email to writing@lclark.edu for more info.

Trimet Discount

- If you find yourself using TriMet often, you might be interested in a monthly pass discount. The school will subsidize half the cost, making an all-zone monthly TriMet pass only \$43. The discount can be obtained through Transportation & Parking (503-768-7857, parking@lclark.edu).

SAAB tutoring

- All students are eligible for up to two hours of free tutoring per week in any one course, so up to eight total hours of tutoring per week if you're enrolled in four classes. To get a tutor, email saab@lclark.edu or stop by the SAAB office (main floor of Templeton) during the office hours posted on the door.

Career/Academic Future Advising

- Students can see a career counselor for free in the Center for Career & Community Engagement. This office can provide help in writing resumes, cover letters, finding internships or jobs, and preparation for graduate school. Visit the 3CE in Albany 206, call 503-768-7114, or send them an email at careers@lclark.edu.

The Gym/Weight Room/Pool

- Free work-out facilities. You don't need to be an athlete to use them, just a student, alumni, staff, or faculty.

Resources: Student Groups

How do I start a student group?

- Starting a student group on campus is relatively easy. First, figure out if there isn't already a group with your desired area of interest of something similar. A list of current student groups can be found on the Student Activities website. If there isn't already a group that fits what you want, the next step is to find other interested students to be in your group. Plan an interest meeting and advertise it to attract other students who may be interested in the same subject or activity.
- If your initial meeting goes well and there appears to be student interest, you can fill out an official Student Organization Registration Form, which can be found on the Student Activities webpage or obtained from Jason Feiner in the Student Activities office (Templeton 249). You'll need five interested students to be officers for the group, as well as a staff or faculty member willing to sponsor the group.
- Once your group is official, you'll then be able to get cool things like a webspace for your group, an LC email address, and a listserv.

I want resources (\$\$) for my student group/independent project/event/something else I think would benefit the school and/or other students. Where can I go?

- There are many ways to get help from the school for something you want to do/plan/make/attend/etc.

- 1. SAAB (saab@lclark.edu) - The Student Academic Affairs Board (SAAB) offers 4 types of grants to applying students:
 - Arts & Expression Grant: for projects to be performed or displayed to the campus community. This may include independent performance projects, senior recitals, senior art shows, and senior capstone projects. Deadline: falls in the second half of each semester (as established by SAAB).
 - Program and Conference Grant: to support student participation in outside educational programs and conferences that aid study or present research that has been conducted. This may include presenting a paper or poster, present research findings, or accompanying a professor to present joint work. Deadline: rolling, weekly throughout both semesters, applications are due at 5:00pm on Wednesday to be reviewed the following week.
 - Research Grant: student-motivated research and academic projects. This may include independent study projects, senior theses, and senior capstone projects. Deadline: falls in the second half of each semester (as established by SAAB).
 - Visiting Scholar: SAAB can provide funds to bring outside academic lecturers to present on campus. Deadline: rolling, weekly throughout both semesters, applications are due at 5:00pm on Wednesday to be reviewed the following week.
- 2. ASLC Finance Committee – Previously the General Allocations Board (GAB), the Finance Committee provides grants for student-initiated projects and events. Current

student groups, new groups, and individuals may all apply for a grant. New student groups can also apply for an operating budget through the Finance Committee.

- 3. Community Relations Committee (crc@lclark.edu) – Part of the job of the CRC is to support student ideas. If you have an idea for something you think should be happening on campus, bring it to the CRC for consideration. If you have an idea especially for a way to build community between students, faculty, alumni, and/or the Portland community, the CRC may also be willing to fund it.
- 4. Arts & Ideas – The office of Arts & Ideas is responsible for putting on many types of events on campus, many of which are student initiated and planned. If you have an idea for an event, take your idea to Michael Ford in this office (mford@lclark.edu).
- 5. Academic Departments – Some academic departments have small budgets that they are able to put toward curricula-relevant endeavors. If you want to plan some kind of something that might relate to the interests of an academic department, talk to faculty in that department.
- 6. Dean of Students – The Dean of Students is an excellent resource for students. This can entail directly providing the means for students to carry out plans or helping them find alternative ways that their goals can be realized.
- 7. Partnering with other student groups – Co-sponsoring an event with another group will allow you to pool your (often limited) resources to make the best use of what you have. Check the Student Activities website for a list of student groups to see if there are any that might be interested in what you want to do. The activities office can also help you with contact information for that group.

- 8. ASLC Student Organization Budgeting – Student groups must apply through the Student Organizations Committee at the end of every academic year in order to receive funding for the subsequent academic year. The SOC will hold sessions in order to help leaders with the application.
- Partnering with RAs, ADs, or Campus Living – this works better for events or speakers than on-going clubs (since Campus Living isn't really set up to fund those sorts of things). For events, speakers, and the like though, RAs, ADs, or other people from Campus Living can definitely help.

Glossary

AD: Stands for Area Director. These folks are the professional staff members in charge of the individual dorm complexes. Their various duties include running their RA staff, doing conduct meetings, counseling students, and responding to emergencies. In general they are awesome people; get to know yours! The current ADs are:

- Copeland: Analucia Lopezvredo
- Platt-Howard/Hartzfeld: Liv Edens
- Stewart, Odell, Akin/Apartments: Charlie Ahlquist
- Forest: David B. Rosengard

Back Bench: The picnic table/bench behind Spruce. Students congregate here at all hours of the day, smoking cigarettes (as it is 25' from any building) and working on homework.

Betty: The cheerful greeter at the gates of the Bon Appetit dining hall, you will soon grow accustomed to seeing her smiling face at every breakfast.

The Bins: Goodwill Outlet Store. 1740 Se 8th St. The Bins have to be experienced to be understood.

The Bon: Short for 'Bon Appetit,' "The Bon" (pronounced *bone*) refers either to the Fields Dining Room in Templeton (the food service is run by the Bon Appetit company) or the actual people who run the Dining Hall and the College's other food options. Can also be used as a verb, as in; "it's five o'clock, who wants to go Bon?", "I'm Boning it for dinner."

Bon-Suck: The property inherent to the Bon that causes what you intended to be a quick meal to become two hours of hanging out. Related Term—"Winning the Bon": the act of being the last group of students in the Bon for any given meal.

Campo: Short for Campus Police, even though they are formally called Campus Safety Officers, and LC has never had actual campus police. Campus Safety are a generally friendly lot, even if you might get to know them in circumstances that are not exactly ideal. Try befriending them, it always helps to be on their good side. Note: Some consider the term to be quite derogatory—if you care about this, sticking with "Campus

Safety” is better (this is because at some colleges people use “campo” not as being short for “campus police”, but as a combination of “campus safety” and “gestapo”, which can really piss off people who either (1) think it is rude, or (2) feel it makes light of nazis and the Holocaust. For people who are used to hearing the word with that meaning, using it also makes it hard to take you seriously).

Center of the Universe: Also known as the carriage circle, this spot seems to have a quality to it so that when you stand right in the middle, it feels as though you’re in the center of the universe. Or something like that.

Charlemagne: Charlemagne is the fattest and friendliest squirrel on campus. The debate as to Charlemagne’s sex is ongoing, but either way you’re sure to win a forever friend by sharing a bit of your food with the beast. Charlemagne lives outside of Copeland Hall.

Chev : the Chevron just down the hill, which is the closest gas station/quicki mart to campus.

C.O.: College Outdoors. An organization within LC that provides great opportunities for LC students to get off campus and go hiking, kayaking, or any of many other outdoor activities.

Co-Op: The Co-Op is a student run coffee shop, performance area and student spot. Located in the bottom of Tamarack Hall.

CRC: ASLC’s Community Relations Committee. The CRC advocates for students, hears student concerns about policy or procedure, and manages relationships between the student body and other members of the College community (faculty, staff, alumni).

Dark Star: A beautiful location in the woods bordering campus where students often meet to discuss their days, work on homework or debate the works of Descartes. Other, similar locations include Natty Dread, Narnia and Tee Pee Town.

Freddy’s: Fred Meyer. The cheapest, most accessible place for you to buy all your school supplies and snacking needs.

Grassy Knoll: The circular patch of grass across from Zehntbauer Swim Pavilion, next to Watzek Library. Officially known as “The Glade” by the school.

Manzi: Manzanita Hall

Mel-O: Mel-O is the affectionate nick name for Melissa Osmond who is the head of Health and Wellness at LC. If you get written up for smoking or drinking, you will probably have to have a meeting with her, but don’t worry—she’s pretty nice.

Naked Mile: A special sporting event done only in your birthday suit, which traditionally takes place on a Sunday near the end of Spring Semester each year. While the Naked Mile traditionally carefully followed a well-publicized route, allowing those who would like to not see naked runners to avoid doing so, recent years have lost that tradition, generating complaints that will no doubt encourage the College to try to restrict the event. Note this Guide’s section on “*I hear Lewis & Clark is a clothing-optional campus, is that true?*” and “*If the College is private property, do I need to wear clothing on campus?*”—anyone doing the Naked Mile is breaking College policy/Portland law; choose accordingly.

Pac-Man Lawn: the three-quarters grass circle between Forest and the Apartments, so named because it looks like Pac-Man about to chop down on the Power Pellet that is Tamarack.

Pio: A generic term for the College’s mascot. More specifically, a Newfoundland-type dog, in honor of the animal of identical breed that Lewis & Clark had on their famed expedition. The mascot and original dog share names: “Seaman”, which we are assured is pronounced “shaman”. The creature is also known as the Dog Who Lived and the Dog Who Wasn’t Dinner, since its chief claim to fame is its survival of the Lewis & Clark Expedition’s decision to begin eating their dogs once they ran out of food in Oregon.

The Pio: Short for “The Pioneer Express,” the Pio is a main mode of transportation to Fred Meyer and downtown. Also often referred to as “The Raz” (that being the name of the company that runs it).

Pondo: Ponderosa Hall

PRA: The Peer Review Authority. ASLC's student conduct board, PRA holds official conduct meetings with students who it seems may have been involved in a policy violation; during these meetings the PRA determines if the student is formally responsible for the violation, and—if so—what their sanction should be. The PRA is chaired by ASLC's Chief Justice, who organizes the PRA, but does not vote in its decisions. PRA does not handle student complaints or concerns about policy—that is CRC (this helps preserve the PRA's status as a neutral, objective judicial group).

Prospie: A prospective student. These can be seen on visitors' days or when they are doing an overnight visit.

RA: Stands for Resident Advisor. RAs are students (like you!) who help make sure that people are safe and happy, and that the dorms are running well. Your RA does community building programs (and puts on other events), peer counseling, conflict mediation, building service requests, calls people out on policy violations when they become apparent, and is there as a resource to you!

The Ravine: The gorge running through parts of campus.

Seventy-Two Hour Film Festival: a marathon of films, starting the Sunday of finals each semester, and running until the last final ends. The seventy-two hour film festival is one of LC's longest-lived traditions, and is run by the Forest RA Staff. Near the end of each semester, look for big sheets of butcher paper to appear in the Bon, upon which you can suggest films.

South Campus: South of the residential side of campus, South Campus is beautiful place to relax, play Frisbee or do homework. Includes a former convent building and graduate school classrooms.

The Stacks: Another term for our Aubrey Watzek Library.

The Tunnels: The set of underground tunnels running beneath campus.

Watzek: Short for the Aubrey R. Watzek library. A great place to study, it is located across from the Howard and BoDine academic buildings. Our library hires students, but also has a full complement of professional staff to cover every major's research needs

WITH THANKS TO
LEWIS & CLARK COLLEGE
NEW STUDENT ORIENTATION
FOR ASSISTING WITH PRINTING COSTS