



WHITMAN COLLEGE



# STUDENT HANDBOOK

2013-2014

# Student Handbook

---

2013-2014

## Table of Contents

Welcome from the President .....	2
The Whitman Way .....	3
Academic Advice .....	13
Living and Learning.....	23
Learning Through Involvement .....	39
Student Rights and Responsibilities.....	49
Offices and Resources.....	95
Academic Calendar .....	116
Campus Map .....	118
Phone Numbers .....	120
Whitman Hymn.....	124
Index .....	125

Whitman College has a strong commitment to the principle of nondiscrimination. In its admission and employment practices, administration of educational policies, scholarship and loan programs, and athletic and other school-administered programs, Whitman College does not discriminate on the basis of race, color, sex, gender, religion, age, marital status, national origin, disability, veteran's status, sexual orientation, gender identity, or any other basis prohibited by applicable federal, state, or local laws.

**Cover Photo:** Greg Lehman

**Layout and Design:** Travis Congleton

---



Dear Students,

Welcome to the 2013-14 academic year at Whitman. You are part of an impressive, bright and engaged cohort of students who have chosen a college known for its combination of academic excellence, the Northwest culture and an engaged community. I look forward to hearing about your summer experiences, meeting those of you who are new to campus, and catching up with those of you who are returning for another year.

As you think about the year ahead, I urge you to read this handbook and reflect on your own aspirations and goals. What do you want to learn? How will you take full advantage of the intellectual, social, and recreational riches that Whitman has to offer? What do you want to contribute to the life of the college?

Also, consider your classmates and fellow students. You are part of an international group of students who bring very different backgrounds and life experiences to our community. How will you share your insights and experiences? What unique attributes do you bring to Whitman's diverse mosaic? What new understanding do you hope to gain from listening to and learning from others? How will you engage and include others – particularly those with backgrounds, orientations or cultural perspectives different from your own – in your academic and social activities?

Think about how you want to participate in the Whitman community. The college's faculty, staff, and alumni are dedicated to ensuring that your educational experience at Whitman is exceptional. Get to know these very accomplished individuals, work alongside them on academic and community projects, and draw from their knowledge and experience.

Finally, I urge you to learn about Whitman's traditions and expectations. Foremost among them are our commitment to academic excellence, integrity and honesty, our culture of respect for all, and our dedication to mindful living that promotes engagement with the Whitman and Walla Walla communities. As always, I look forward to seeing you on campus.

I anticipate a wonderful year. Please use this handbook as a guide toward making your experience at Whitman spectacularly successful.

Best regards,

**George S. Bridges**  
President

# The Whitman Way

---

## Welcome to Whitman

We are delighted that you will be joining the Whitman community. We've dedicated this section of the Student Handbook to introduce you to the campus culture. We hope to capture what makes Whitman unique: its students who care about each other as well as local and global issues. The college presents a variety of academic and social programs to introduce students and others in the community to new voices and experiences. We are sure that you will find a passion to pursue as you explore the opportunities available to you at Whitman. We look forward to welcoming you to our vibrant campus community. Although we don't expect you to memorize it, we would like to share our Mission Statement with you because it guides what we do.

*Whitman College is committed to providing an excellent, well-rounded liberal arts and sciences undergraduate education. It is an independent, nonsectarian, and residential college. Whitman offers an ideal setting for rigorous learning and scholarship, which encourages creativity, character, and responsibility.*

*Through the study of humanities, arts, and social and natural sciences, Whitman's students develop capacities to analyze, interpret, criticize, communicate, and engage. A concentration on basic disciplines, in combination with a supportive residential life program that encourages personal and social development, is intended to foster intellectual vitality, confidence, leadership, and the flexibility to succeed in a changing technological, multicultural world.*





## Academic Excellence

Whitman College is proud of its reputation for being intellectually challenging. Small, interactive classes allow you to learn by engaging in discussion with your peers and professors. You will find that your classmates become your friends, and your professors become your mentors. During your time at Whitman, you likely will have opportunities to conduct research with a professor, present your work at professional meetings and conferences, or co-author an article for an academic journal. We also will invite you to give a presentation to your peers and professors at the annual Whitman Undergraduate Conference, which is held on campus each April. Although we expect a great deal from our students, we also have well-established support systems to help all Whitman students succeed. Whitman was the first college to require students to complete an oral defense of their senior assessment – a tradition that continues today. We encourage you to take advantage of the variety of learning opportunities available to Whitman students.

## Learning through Diversity

Whitman defines diversity broadly, because we believe that we learn best by having the opportunity to reflect upon ideas that challenge our understanding of the world around us. The diversity of the Whitman mosaic enriches each student's learning experience, both in and out of the classroom.

*Diversity is fundamentally important to the character and mission of Whitman College. Diversity enriches our community and enhances intellectual and personal growth. We seek to provide a challenging liberal arts experience for our students that prepares them for citizenship in the global community. By sustaining a diverse community, we strive to ensure that all individuals are valued and respected, and that intellectual and personal growth are enriched because of our differences.*

Not only is Whitman's statement on diversity a public, written document, but it also guides our actions in providing academic and cocurricular activities. The faculty voted to broaden the general studies distribution areas by adding the Cultural Pluralism requirement whereby students choose two classes that present non-Western or marginalized voices. There are many interesting ways to fulfill your Cultural Pluralism distribution. For example, you can study the archeology of East Asia, investigate the role of women in antiquity, explore African American or Latin American history, or take Japanese. You can enhance your formal education by participating in discussions about diversity, joining a club, becoming involved with the Intercultural Center, or attending events at the Glover Alston Center. You might also decide that, like many other Whitman students, you would like to learn about other cultures by living and studying in another part of the world before graduating. At each turn in your college journey, we hope that you will seek out opportunities to broaden your own views, ideas, and experiences.

The local area and its rich history and culture enhance Whitman's unique character. This region was originally home to the Cayuse, Umatilla, and Walla Walla tribes, which have since formed the Confederated Tribes of the Umatilla. The Tamástslikt Cultural Institute, an interpretive center, is located nearby just east of Pendleton, Ore. Our area was named by the Walla Walla tribe. The name is well suited to the city since "Walla Walla" means "many waters." The Snake and Columbia rivers and many other streams wind through the valley and border Walla Walla County, including Mill Creek and the Walla Walla River.



Today Walla Walla is a city of just a little more than 32,000. The Walla Walla area is best known for its winter wheat, sweet onions, peas, asparagus, and wine grapes. Many Whitman students become so attached to the city, that they opt to work here in the summer, stay after graduation, or settle here years later. Whitman faculty and staff are residents of Walla Walla and, since you have decided to call Walla Walla home for a few years, we encourage you to explore ways to get involved and meet people in the community.

## Things Whitties Do to Learn More about Themselves and Others

- Take advantage of opportunities to celebrate the diversity and talent of our campus community.
- Attend the Coalition against Homophobia's ever-popular Drag Fest.
- Help coordinate or simply attend the ASWC Power and Privilege Symposium during spring semester.
- Attend the annual International Banquet and Inter-Nation Celebration, a fun night of performances celebrating music, dance and cultures across the world.
- Attend Glover Alston Center events such as the Martin Luther King Walk for Peace and post-walk reception.
- Go home with your roommate over Thanksgiving or Spring breaks.
- Visit each interest house over the course of the year.
- Join a pre-existing club or start a new one; use the Glover Alston Center as a meeting locale.
- Participate in fraternity and sorority recruitment events.
- Attend the Festival of Lights event in December to learn about various religious holiday traditions.
- Participate in Spirituali-TEA to talk about spirituality or religion on campus with other students.
- Take the Critical and Alternative Voices general studies course that follows Encounters.
- Obtain summer internships at organizations such as Casa Latina, Asia Foundation, Karuk Tribe of CA, Dept. of Natural Resources/Fisheries, Civil Liberties Defense Center, and Refugee & Immigrant Health Promotion Program.

## Engaging Community

In college you gain independence, but by no means are you alone. In fact, when you arrive at Whitman you become part of a supportive community that cares about the well-being of each individual. As a member of a residential campus, you will have an opportunity to live, learn, work, and play with your friends and colleagues. You will know you are part of the Whitman community when you discuss the meaning of life with a section mate until 2 a.m., when you return to the laundry room to find that you've been "laundry fairy-ed" (someone folded your dry clothes



when he put his into the dryer), or when your professor stops to chat with you on Ankeny Field. You will quickly discover that you will take away from Whitman what you put into it. The relationships you build here will bolster you through your time at Whitman and beyond. Our shared experiences create a sense of community and connection. The strength of this connection is demonstrated when students meet at a professor's home in the spring for an Encounters class potluck, when seniors gather with their first-year section mates for a section reunion before graduation, and when alumni return not only for their five-year reunion, but also for their 50th.

It is up to you to create your own Whitman experience; here are a few ways students have contributed to the campus culture. The Interest House Community sponsors an annual block party with activities and music. The Stevens Gallery arranges shows featuring art by students, staff, and faculty. Whitman's a cappella groups – the T-tones, Schwa, and the Sirens of Swank perform regularly at campus events. Students pack the house when one of the college's Improv groups, Varsity Nordic, puts on a show, and each spring Whitman students and faculty help put together the annual Renaissance Faire. Of course, your section mates and returning students also are likely to recruit you to participate on an intramural team or in the annual Whitman Choral Contest, which has been a tradition here for more than 80 years. You can learn how to get involved in most campus activities by attending the Student Activities Fair. We hope you'll join us for these celebrations and contribute your own enthusiasm and ideas.

## Globally Concerned

We hope that you will not only become an active participant of the Whitman and Walla Walla communities, but that you also will recognize your role as a global citizen. The choices you make can and do impact the environment and the lives of people around the world. In addition to engaging in studies that focus on global issues, you can learn more about life around the world by participating in events sponsored by the Global Awareness House, by becoming involved with the Intercultural Center, and by attending the lectures of Global Studies professors.

Whitman students care about social and environmental responsibility, so they make lifestyle choices that support their beliefs, and they participate in organizations and events that work toward social justice, human and animal rights, and environmental improvement. Approximately half of Whitman students take the Green Pledge and wear a green ribbon at graduation to indicate their commitment to consider the social and environmental impact of any job they pursue. Whitman's liberal arts education provides you with the skills to think critically to solve global problems in our interconnected world. As you explore the world beyond Whitman, not only will you develop an appreciation for the larger community, but also you will start to develop connections of your own. You can apply your interests, skills, and knowledge to projects that will both enhance your learning and help solve problems in the community.

## Things Whitties Do to Learn More about the World beyond Whitman

- Find local volunteer and service opportunities.
- Build Habitat for Humanity homes.
- Volunteer in the Walla Walla community by mentoring local youth.
- Attend Grandmothers' Roundtable discussions.
- Attend the annual Global Studies Symposium.
- Invite a professor who has international or diverse experiences to have dinner or dessert with your section.
- Visit the language lab in Olin.
- Watch a news show broadcast from another country in one of Penrose Library's media rooms.
- Apply to live in the Global Awareness House.
- Apply to AmeriCorps or the Peace Corps.
- Explore the option to spend a semester or year abroad at the Off-Campus Studies office.
- Volunteer to fight AIDS in South Africa or at a temporary medical clinic in Ecuador.
- Research and teach around the world on Fulbright fellowships.
- Organize a conference on clean water technology in rural India.
- Create opportunities for social interaction for the elderly.
- Host a youth empowerment workshop in Sierra Leone.

- Launch a cooperative grocery store.
- Sign up for an O'Donnell Visiting Educator's workshop or seminar.
- Participate in an alternative spring break trip to work on disaster relief in New Orleans, in Seattle with the hungry/homeless, or in Portland with urban education.
- Obtain funding to do a summer internship at organizations such as Earthjustice, Global Volunteer Network/Kenya, World Affairs Council, U.S. Dept. of State/Japan and World Affairs Council.



## Environmental Principles

Recognizing the impact Whitman College has on the environment and the leadership role Whitman College plays as an institution of higher learning, the college affirms the following environmental principles and standards, which shall be consulted to explore the practical ways Whitman College can promote an environmentally conscious campus.

- To reduce nonrecyclable materials used; to reuse whatever materials may be reused, and to utilize recycled materials whenever possible.
- To consider the eco-friendliest science and technology available to decrease our environmental impact.
- To continue to build an energy-efficient campus in the 21st century.



- To patronize companies that are active in their defense of the environment from further degradation.
- To encourage individuals' environmental accountability through programs of environmental education.
- To consider environmentally friendly options when they exist and are practical in decisions regarding developmental projects.
- To further the use of reused materials, recyclable materials, and the Internet in campus communications.
- To encourage and request food service to make environmentally friendly decisions in purchasing food and supplies, reducing waste, and reusing materials.
- To maintain campus grounds through the employment of bio-friendly substances and services.
- To strive to improve upon current practices so we may harmonize the trends of the industrial world with the natural environment.

# Things Whitties Do to Be Socially and Environmentally Responsible

- Stay within their semester paper and printing credit.
- Do full loads of laundry and use an environmentally friendly detergent.
- Keep a bin for recyclables next to the garbage can.
- Take the five-minute shower challenge.
- Study in the library in the evenings because the lights are on there anyway.
- Explore living in environmentally themed housing such as the Outhouse or Tamarac.
- Use the compost bins at the Organic Garden.
- Read e-reserves or CLEo articles online.
- Three-hole-punch paper that's been used on one side and put it in a three-ring binder to use as notebook paper or use the Campus Greens' notebooks.
- Use "Track Changes" instead of printing drafts (and print drafts on paper that's been used on one side when we truly need to print).
- Turn out the lights and turn off the music when you leave your rooms.
- Celebrate Earth Day on Ankeny Field.
- Use nondisposable cups, plates, and silverware when eating in the Reid Campus Center or in the dining halls.
- Volunteer in the Organic Garden and participate in stream restoration projects.
- Join or create clubs that promote environmentalism and/or social justice (such as the Campus Greens, the Conservation and Recycling Committee, the Paper Campaign, Action for Animals, Action Against Hate, Direct Action, and the Fair Trade Club).
- Shop at thrift stores, a co-op, or other local businesses.
- Explore the Farmers' Market.
- Provide environmental education and outdoor activities for at-risk youth.
- Follow Leave No Trace principles while exploring the wilderness.
- Take only what you need, reuse what you have and recycle when you're done.





# Academic Advice

---

Each individual has strengths, challenges, skills, interests, and aspirations. We have resources at Whitman to help you assess your strengths and challenges, sharpen your skills, explore your interests, and support your aspirations. Take advantage of the wealth of experience and advice from faculty, staff, and students during your time at Whitman to help you clarify and achieve your goals.

## Academic Advising

Ultimately, the responsibility to be well-informed and to make personally satisfying choices belongs to you. Your academic adviser, however, is one of many individuals on campus who will be happy to assist you in developing an academic plan, creating realistic goals, and gaining a clear understanding of the academic requirements to graduate.

## Role of the Academic Adviser

- **Assistance with course selection**

Discussing your interests and goals, reviewing graduation requirements, and assessing appropriate course levels based on competence.

- **Assistance with course load**

Assisting you to assess your academic preparation, study skills, and the demands of the courses involved.

- **Assistance with academic problems during the semester**

Examples of problems that might impact your course work include inadequate high school preparation, heavy course load, problems with study skills/time management, personal problems, changes in your interests or goals, or family pressure. Deficiency slips, failure to attend class, and missing or late assignments or tests are often warning signs of a problem that might require consultation with your adviser.

- **Referral to campus resources**

Although your adviser might not know the answer to every question, he or she will be able to recommend other campus resources who can help.

- **A different perspective**

Faculty members can provide you with a valuable perspective on their own field, and on a Whitman education based on years of experience in academia.

# When Should You See Your Academic Adviser?

## Expectations

- Meet with your adviser in person as scheduled during registration periods.
- Meet with your adviser every time you make a change in your registration (i.e. drop, add, P-D-F, or withdraw from a class).
- **Be prepared** – Your adviser can't help you if you don't help yourself. Be familiar with the catalog, your academic evaluation, and other official documents.
- **Hold up your end of the relationship** – your adviser isn't a mind reader – be sure to give him or her enough information to be a good adviser.

It is very important to **talk with your adviser** in person if you:

- receive a deficiency slip;
- are disappointed or concerned by the grades you are receiving in any of your classes;
- need additional campus resources, but don't know where to turn.

*Don't be embarrassed. Your academic adviser is here to help.*

## Other Suggestions

- Remember that a faculty member doesn't have to be listed as your official adviser in order to give good advice. Feel free to consult with any member of the faculty. For example, if you are interested in medicine and your adviser is a philosopher, you might get excellent general advice from your adviser, but may still want to consult with members of the pre-med committee about the specific requirements for that field.
- Drop in on your adviser during his or her scheduled office hours to say hello, touch base, or invite him or her to lunch. Faculty members are people, too.

*If you have questions about advising or cannot find your adviser, contact the Academic Resource Center, Memorial 325.*

## Changing Your Adviser

All students have a pre-major adviser until they declare a major, at which time they choose a major adviser. If at any point you would like to change your pre-major adviser, contact Julia Dunn, Director of Academic Resources, Memorial 327.

**Fall Student Academic Advisers (left to right)**

**Bottom Row:** Arden Robinette, Ali Holmes, Leda Zakarison. **Middle Row:** Emma Neslund, Joel Ponce, Emma Altman, Marlee Raible, Sarah Blacher.

**Top Row:** Alexander Hulse, Brian Glickman, Nicole Hodgkinson, Morrow Toomey, Andrew Reckers, Jack Percival, Austin Biehl.

## Student Academic Advisers

Student Academic Advisers (SAs) are sophomore and junior students who are selected for their solid academic and personal accomplishments. They complete extensive training in peer advising, create academic programs and hold weekly “duty hours” to assist students. SAs live in first-year student sections and are involved in residence hall activities. The primary job of the SA is to serve as an academic tour guide. This involves acquainting first-year students with the academic programs, opportunities, and expectations at Whitman. Each first-year student is assigned to a SA, and will meet with him or her individually, and as a section during Opening Week. Once registration is over and you are comfortably settled into a set of classes that suit your interests and goals, your SA will provide information on a wide range of academic issues.

If you have questions about when to P-D-F a class, how to find out more about studying for physics, where to find a tutor in economics, what to expect from your first blue book exam, how to improve your time management, how to determine your learning preference(s), or other academically related skills, your SA can help you discover the answer or put you in touch with someone who can. In addition, many SAs are willing to read and comment on papers for Encounters, organize study groups or assist with complicated math and science problems.

## Frequently Asked Questions and Concerns

*(and answers from the Fall 2013 Student Academic Advising Staff)*

### How do I juggle academics, sports, clubs, and STILL have a social life?

Take a deep breath. It's easier than you might think! Get a time-manager sheet from your Student Academic Adviser (SA) or the Academic Resource Center (ARC). Sketch out your days, saving specific times for specific activities (e.g. class, studying, club meetings, etc.). Let yourself explore as many extracurricular activities as you want, but if you find yourself struggling to get everything done, don't be afraid to let one go. Be sure to save time for enough sleep and try not to procrastinate! If you need more help with managing your time, visit the ARC or ask your friendly neighborhood SA!

*- Emma Neslund and Sarah Blacher*

### How do I interact with my professors?

Make sure to be respectful and call your professors "Professor" or "Doctor" unless they tell you otherwise. They've worked hard to earn their degrees, and they appreciate this sign of respect. Don't be afraid to interact with professors both inside and outside of class. It can be scary to talk to them at first, or ask questions, or go into office hours, but professors love that! Keep in mind that their time is valuable, and you should take advantage of the time they give you. Whitman professors, however, are some of the most accessible and dedicated in the country, and they want to get to know you.

*- Jack Percival, Marlee Raible, Emma Altman*

### How is the learning process in college different than in high school?

The biggest difference between high school and college academics is that in college, you're expected to take charge of your own learning. Different classes cater to different learning styles. Some are discussion-based; some rely on text books, others on primary resources; some professors give a lot of tests, while others prefer assigning essays. The trick is to learn how you learn and find techniques that will help you absorb material better inside and outside of the classroom. Resources like the Academic Resource Center (ARC) and your Student Academic Adviser (SA) can be invaluable in getting tips and tricks that cater to your needs. Simple tricks like learning note-taking strategies can make a world of difference. The freedom and responsibility to take charge of your own academics in college can be intimidating at first, but you'll find it actually makes learning more enjoyable and often even easier once you find your personal learning style.

*- Joel Ponce and Leda Zakarison*

## How do I learn to study?

One of the hardest things about college is refining your study habits. Determine where and when you study best. This might be in the infamous Penrose Library “quiet room” in the early morning, or an academic building late at night, or your room in the afternoon. Your courses are going to be a lot harder than they were in high school, so you will need to study further in advance than the night before a test, and avoid starting papers the night before they are due. You won’t be as productive if you feel overwhelmed and sleep deprived. Find out what works for you and don’t be afraid to change your study habits if they aren’t working. Plan ahead, take breaks, get lots of sleep, and breathe.

*- Jack Percival, Marlee Raible, Emma Altman*

## I’m so scared for college exams! Help?!

First of all, you wouldn’t be here if Whitman didn’t think you were capable of college-level academics. Professors aren’t expecting you to do thesis-level work in your Sociology 101 class. The point of tests, papers, and other evaluations is to demonstrate what you’ve learned in your classes, not to trick you or to be impossible. Exams and papers aren’t the end of the world. They exist to help you be aware of how you can improve – they’re a learning experience in themselves. That being said, your exams won’t be easy. Never fear! There are many resources on campus to help you prepare and succeed, like the Academic Resource Center (ARC), your Student Academic Advisers (SAs), your professors, and your classmates! Everyone at Whitman is on your side, and all your peers are experiencing the same academic rigor you are. Take a deep breath – you are capable and prepared!

*- Joel Ponce and Leda Zakarison*

## When/how do I decide on a major?

You must declare your major by the end of sophomore year. During freshman year, you should NOT fret or solely focus on your major. Take classes you are interested in or try to complete distribution requirements; you may find your future major in a department you didn’t originally know much about. Don’t worry, you will find what interests you. You want to choose a major you love, will continue to love, or are really interested in.

*- Ali Holmes and Brian Glickman*

## **How should I go about planning my class schedule?**

Have fun choosing your classes! The course catalogue is a great place to get excited about all of the courses offered at Whitman. Try to keep balance in mind while planning your schedule. Think about taking classes that interest you and create a challenging and diverse schedule. Do not worry if you haven't decided on a major yet; there are distribution requirements to get started on and plenty of time to make that decision! As you may know, you will automatically be enrolled in Encounters. This class is a great bonding experience for the freshman class, as almost all Whitman students have read the plethora of valuable literature that you will be reading together this year. Keep in mind the class time that works best for you; if you're not a morning person, an 8 a.m. might not be a good choice for you!

*- Zach Calo and Nicole Hodgkinson*

## **How do I choose my classes? How does registration work?**

First of all, go through the course catalog. Pick any classes that interest you and add them to your CLEo wishlist. Be in contact with your SA, who can help you narrow down your list or give you class suggestions if you're totally lost. Your SA can also help you set up possible schedules to discuss with your pre-major adviser. When you do meet with your pre-major adviser, take their advice seriously and be sure to get their signature or consent to register. Next, work on prioritizing your classes – your SA can help you resolve class conflicts and balance your schedule. Make sure you have back-up classes in case you don't get your first choices. Before you register, check your time on CLEo and get there early! Arriving early gives you time to talk to professors about classes. When you actually go to register, be flexible, don't worry, and take a deep breath – everything will work out!

*- Alex Hulse and Arden Robinette*

## **What resources are available for students seeking academic or personal assistance?**

Whitman offers a wide range of resources available to students making the transition to college. Seeking academic support? There are many places to begin your search! First, talk with your Student Academic Adviser (SA) or visit the Academic Resource Center (ARC); both are available to provide academic assistance and to guide you to find whatever other support you may need. When you arrive on campus this fall, you will be meeting with your pre-major adviser. Your adviser will prove a great resource in registration as well as in future academic planning. Are specific classes giving you trouble? Your professors' office hours are a great time to express your concerns and receive personalized feedback. From our experience, communicating any concerns has been vital to success!

*- Morrow Toomey and Austin Biehl*

# Glossary of Academic Terms

## Academic Honesty

Academic honesty is crucial to the integrity of the program of learning in a college; it is the foundation upon which students build their individual body of academic work. All new students will discuss the college's expectations for academic honesty with the Director of Academic Resources during Opening Week, and will be given an explanatory sheet of what constitutes academic dishonesty. Students will sign a statement acknowledging that they understand what constitutes academic dishonesty. If you are unsure about how to cite your sources, seek assistance from your professor, your adviser, the Writing Center or the Academic Resource Center.

## Academic Probation

If you earn a semester grade-point average below 1.7 or a cumulative GPA below 2.0 (1.7 during the first semester of your first year), you will be placed on academic probation. This is a serious situation that can result in your being dismissed from the college if you do not make adequate and timely academic progress. Usually, students are allowed no more than two semesters of academic probation before being dropped for low scholarship. In rare cases, academic performance is so poor that students are dismissed from the college after the fall semester of their first year. Despite the seriousness of the situation, however, many students have been able to restore themselves to good academic standing and pursue successful academic careers here at Whitman and in graduate school. Typically, this requires hard work, careful assessment of the factors which led to the problem, and a willingness to work with the various college resources available to assist you. If you are on probation, you should consult with your faculty adviser and the Director of Academic Resources.

## Academic Warning

A student who receives an academic warning from the Board of Review must correct the problem in the next semester. Transfer work may be used to address an Academic Warning due to credit deficiency, providing that the student completes the Request for Approval of Transfer Credit form prior to registering for coursework at another institution. It is important for you to work with your academic adviser, the Academic Resource Center, the Writing Center, and other resources on campus to ensure your academic performance improves during the semester. Further information about academic standards can be found in the college catalog.

## Add

You can add a class to your schedule during the first two weeks of the semester via the Web. You must obtain your adviser's consent to do so. If you want to add a class during the second week of the semester, you also will need to get consent from the instructor of record who teaches the class you want to add.

## **Board of Review**

The Board of Review is composed of three faculty members who consider student petitions for exceptions to academic policies. You must petition the Board of Review if you want to add, drop, or withdraw from a course after the published deadline, change the time of a final exam, take more than 18 academic credits, or seek a variance or exception to any college policy. Petition forms are available in the Registrar's office (Memorial 212 or online at [www.whitman.edu/registrar](http://www.whitman.edu/registrar)). The Registrar or your adviser can give you further information about when it is necessary or appropriate to file a petition. The Board of Review will approve petitions for exceptions to college regulations when adequate cause is demonstrated.

## **Deferred Grade**

The Board of Review, at the request of the course instructor, grants deferred grades in special circumstances. This option may be used when academic circumstances beyond the student's control (e.g. unavailable lab equipment, delay in obtaining off-campus resources) prevent the completion of a course or project. If a deferred grade is granted, the student receives a grade of "X" until the final grade is submitted.

## **Degree Progress**

In order to remain in good standing, you need to meet the following four criteria for degree progress: earn a minimum of 24 credits in any two consecutive semesters, successfully complete General Studies 145/146 during your first two semesters (see the catalog for further explanation of this requirement), and maintain a cumulative and major grade-point average of at least 2.0.

## **Drop**

You can drop a class without any record in your transcript through the sixth week of classes online or in person with your adviser's consent. You do not need the instructor's consent to drop a class, although it would be wise to tell the instructor so he or she won't wonder why you have stopped attending class.

## **Incompletes**

If a circumstance beyond your control (illness, family tragedy, etc.) prevents you from completing all of the work in your courses by the end of the semester, you may consult with the Dean of Students to see if an incomplete would be appropriate. There is a more extensive discussion of incompletes in the college catalog. The Dean of Students or the Board of Review must authorize all incompletes.

## **Midterm Deficiencies**

Faculty members are obligated to submit deficiency notifications for students who are earning D or F grades in their coursework at the midsemester. If you receive

a midterm deficiency notice, you should schedule an appointment with the instructor and with your adviser in order to discuss the reasons for your deficiency and the best ways to address the situation. The Academic Resource Center staff will also schedule an appointment to meet with you and assist with creating a plan to finish the semester successfully.

## P-D-F

During the 10th week of the semester, if desired, you will have an opportunity to submit a form to the Registrar's Office indicating that you wish to be graded on a P-D-F basis in one or more of your classes. If you register for a course on a P-D-F basis, your transcript will show a P if the grade you earn in the course is a C- or better; if you receive a grade lower than C- (e.g. D+, D, D-, or F) that grade will be recorded on your transcript and applied towards your cumulative grade-point average. Although the P-D-F option can be beneficial in certain circumstances, there are implications involved with its use. Please ask the staff in the Academic Resource Center to help if you have questions. Before you register for a course on a P-D-F basis, you should read the section of the Whitman catalog titled "P-D-F Grade Options" carefully. You also must consult your academic adviser and obtain his or her signature. You may not P-D-F the Encounters class or classes fulfilling distribution areas.

## Withdraw

If you decide to drop a class after the sixth week but before the end of the 10th week of classes, you will receive a grade of W. The W on your transcript indicates that you were registered in the course but decided not to continue in the middle of the semester. The W does not indicate how well or poorly you were doing at the time you decided to drop the course. Withdrawal can be a useful option if you find yourself in an excessively heavy course load, if you discover you don't have a solid preparation or you lose interest in a particular class. It also can be an appropriate response to unexpected circumstances such as illness or family problems. As always, you should consult with your adviser and obtain his or her consent.



# Living and Learning

---

Your ability to achieve academically at Whitman often hinges on your overall personal wellness outside of the classroom. Whether you live in a residence hall, interest house, fraternity house, or off campus facility, the choices you make about your personal health and safety can enhance or detract from your physical and intellectual growth.

## Residence Hall Living

Some of your fondest memories of college life will come from your residence hall experience. Whitman is a residential campus by design. This refers not only to the fact that we house students on campus, but also to the value we place on the learning and personal development that takes place in the residence halls. There is no substitute for the personal care and attention students receive living on campus. Each hall has a well-trained staff that will assist you or point you in the direction of the appropriate resource when you encounter difficulties. Many programs are presented each month that complement and enhance the academic curriculum at Whitman College. So whether it's a stress management workshop, a faculty discussion, a study group, or a Frisbee golf (Frolf) outing on campus, you will have plenty of activities to choose from every week.

## Residence Life Staff

Residence hall staff members are a great resource for students. They can provide information on many topics and are well-qualified to address a variety of concerns. Each hall staff is led by a Resident Director (RD), a live-in professional staff member, who manages the residence hall. Some halls also have a Senior Resident (SR) who assists the RD and helps to oversee the other staff members. Each residence hall section has its own Resident Assistant (RA), who can help students with questions about college policies, lost keys, and many other topics. Most of all, they want to get to know you and are willing to talk to you about anything from getting along with your roommate to getting involved on campus. Finally, each section in first-year halls has a Student Academic Adviser (SA) to help with the academic side of student life, from registration to studying for finals.

## Roommates

Some new students have expectations of becoming best friends with their roommates. Although we try to assign you a compatible roommate, the person sharing your room might be quite different from you. If you start out by seeing those differences as interesting, you might discover over time that you have a fascinating new friend. Developing a good relationship with your roommate takes good communication skills, patience, and an open mind. The first step is to talk about the

things you value and about your lifestyles so that you can anticipate where future problems might exist. When miscommunications occur, try to resolve them right away. Practice tolerance, but avoid waiting until the situation becomes intolerable before discussing the problem with your roommate. To help in this process the RAs facilitate a program called “Living With A Roommate” each fall.

## Residence Hall Options

The campus is small and the residence halls are all within a ten-minute walk from each other; they each provide a different environment in which to grow and learn. First-year students are usually assigned to Anderson, Jewett, Lyman, Prentiss, or North. All residence hall rooms are wired for direct computer network access, and each room has its own telephone equipped with voicemail.

### First-Year Halls

Anderson Hall, an example of classic 1950s collegiate architecture, remodeled in the summers of 2012 and 2013 houses approximately 140 students in mostly double rooms. The hall is divided into six sections, each with its own lounge and kitchen. Anderson’s large central lounge with a fireplace and floor-to-ceiling windows is an ideal space for hall activities. Its backyard includes a volleyball area and a basketball half-court.



**Anderson Hall Staff** (from left to right)

Bottom Row: Arden Robinette, Sarah Blacher, Austin Biehl, Emma Altman, Zach Calo, Cory Kiesz (RD). Top Row: Sarah Cronk, Halley McCormick, Leslie Rodriguez, Nathan Fisher, Elenore Bastian, Nate Higby.



Jewett Hall is a traditional college residence, divided into six sections that each house approximately 25-30 students. Jewett has a large main lounge, section lounges with kitchens, and spacious recreation rooms that are always full of activity. Jewett's attached dining hall and close proximity to academic buildings are additional benefits.



**Jewett Hall Staff** (from left to right)

Noah Orgish, Nicole Hodgkinson, Zane MacPhee, Brian Glickman, Elliot Moskat, Andrew Reckers, Brian Lewis, Marlee Raible, Perry Anderson, Heather Ferguson (RD), Annie Sirski, Joel Ponce, Molly Streeter, Leda Zakarison.



Lyman House, a mixed-class hall, is known for its old-fashioned charm and family-like atmosphere. The fireplace in its main lounge serves as a focal point for informal gatherings. Lyman houses 99 students primarily in two-room suites, so roommates can arrange shared sleeping and living rooms or each have separate spaces. Lyman, which is the oldest residence hall on campus, underwent a renovation in the late 1990s. It has its own small dining hall that attracts most of its residents for weekday lunches and dinners.



**Lyman House Staff** (from left to right)  
**Morrow Toomey, Livingston Martin, Molly Knell (RD), Aleida Fernandez, Jack Percival, Joan Tran.**



Prentiss Hall, with its brick facade and tall windows, is a stately women's residence originally built in 1926 and completely renovated in the 1990s. Its features include attractive two-room suites, many study rooms, and an AV seminar room. Prentiss is centrally located and has an attached dining hall. Approximately 140 students live here, including first-year and upperclass independent women and four sections of sorority women.



**Prentiss Hall Staff** (from left to right)

**Abby Sloan, Emma O'Rourke-Powell (RD), Maria Ptucha, Ruth Hwang,  
Ali Holmes, Emma Neslund.**



**North Hall and Tamarac House Staff** (clockwise from bottom left)  
**Caitlin Moore (RD), Kate Collins, Dylan Martin, Laura Neff, Alex Hulse.**

North Hall is a mixed-class hall of 80 students located two blocks north of Ankeny Field. Many of its rooms are singles with private sinks, and some have the convenience of private bathrooms. North Hall is a spacious building with plenty of room for studying and socializing. The backyard of North features a duck pond and lots of space for volleyball and other outdoor activities.

### **Sophomore, Junior, and Senior Housing**

College House, located on the edge of campus closest to downtown Walla Walla, is designed for apartment-style living. The 42 residents of College House are not required to purchase any meal plan; each apartment comes with a complete kitchen facility and comes furnished for two, three, four, or six students. This residence option provides the feeling of living off-campus without really being far away.



**College House, Douglas Hall, and Marcus House Staff** (from left to right) Lydia Kautsky, Rina Wulffing, Claire Logan, David Wilson (held up). Not pictured: Hanna Moskat (RD).

Douglas Hall is a favorite of sophomores, juniors and seniors who like a quiet home for studying. Rooms for approximately 70 students are divided into nine suites, each with its own kitchenette, lounge, laundry facilities, and bathrooms. Each suite houses only eight students; this arrangement fosters a more private lifestyle as well as close ties among the residents of each suite. In the center of Douglas is a large, open-air courtyard.

Marcus House combines independence and co-ed camaraderie in an upperclass living option for 27 students. Complete with a large kitchen, babbling creek, and basketball court, Marcus provides a unique housing experience for upperclass students. Marcus is located on the edge of campus, just across the street from the Reid Campus Center and only a few minutes' walk from the downtown stores and cafés.

Tamarac House, an upperclass hall for people interested in the outdoors, sponsors programs and outings such as the Tamarac Outdoor Film Festival, climbing workshops, fly-fishing trips, and the Outdoor Iron Chef competition that introduce people within the campus community to the joys of the outdoors. Twenty-two students are housed in twelve apartments with a shared lounge. Students apply to live in Tamarac House, and are required to participate in programs and community living.

## Interest Houses

Interest houses are an ideal option for students who would like to live with a small group of people who have a common interest and who want to share this interest with the campus community. Interest houses sponsor guest speakers, informal discussions, social gatherings, international dinners, and annual festivities such as the Hunger Banquet, Quarter Coffee Café, and Wordstock. In the language houses, everyone tries to speak only the respective language – French, German,



**Interest House Community Staff** (from left to right)

Molly Emmett, Miriam Moran, Aanand Sharma, Caroline Rensel, Rhiannon Clarke, Ashley Hansack, Matthias Needham, Mary Christensen, Noah Henry-Darwish (RD), Allison Work, Christa Lee (not pictured: MaryAnne Bowen).

Spanish or Japanese – and learn about the culture. The other interest houses are the Asian Studies House, Multi-Ethnic Center for Cultural Affairs (MECCA), Fine Arts House, Environmental House (Outhouse), Global Awareness House, Writing House, and Community Service House. Students apply to live in an interest house and are required to participate in programs and community living.

## Provisions

### THE COLLEGE DOES PROVIDE:

- beds (extra-long twin, except Prentiss) with mattresses
- mattress covers
- chests with mirrors
- desks
- desk chairs
- closets
- mini blinds
- bulletin boards
- telephones
- free laundry facilities

### THE COLLEGE DOES NOT PROVIDE:

- bedding
- pillows
- towels
- study lamps (except Jewett) (note: Halogen lamps are not allowed)
- trash and recycling receptacles
- clothes hangers
- irons
- alarm clocks
- fans
- dishes
- cooking utensils

## Residence Hall Expectations

Whitman College encourages students to pursue the educational, social, and physical goals that are part of college life. In order to support the pursuit of these goals, the Residence Life program would like students to understand their rights as residents. However, each right carries with it a reciprocal responsibility on the part of the individual to safeguard that right for others. Each student living in on-campus housing must sign a Residence Hall Agreement. Read the agreement carefully at [whitman.edu/content/residence\\_life/basic-information/residence-hall-agreement](http://whitman.edu/content/residence_life/basic-information/residence-hall-agreement); it details the rules and regulations governing residence halls.

## Bon Appétit Food Service

Bon Appétit Management Company recognizes the great power and importance of food. Dining rooms are gathering places. Breaking bread together helps to create a sense of community and comfort. Recognizing their important role, they take great care to honor their position on the Whitman College campus. They create food that is alive with flavor and nutrition, prepared from scratch using authentic ingredients and do this in a socially responsible manner for the well-being of their guests, communities, and the environment.

## They show this care in their operations every day by ...

- Cooking food from scratch using fresh seasonal ingredients.
- Taking their role in the community seriously and making socially responsible purchasing decisions.
- Serving great tasting, authentic and nutritious food that exceeds the expectations of their guests including vegetarian, vegan, and international diners.
- Providing opportunities for all their employees, including student workers, to develop their potential and abilities.
- Recognizing that every client they serve is unique and creating tailored food programs for each one.
- Serving a wide variety of menu items at each meal, each day keeping things fresh, fun, and interesting – you won’t find a cycle menu at a Bon Appétit account.
- Viewing their operations as onsite restaurants competing with local off campus restaurants – never resting on the idea of a “captive audience.”
- Being a leader in their industry by working to create a more sustainable food system.



Students who live on campus at Whitman are required to choose from one of several meal plans, with the exception of those living in College House or juniors and seniors living in Marcus House. There are many reasons for this mandatory college policy. First, the meals eaten in community with fellow students are an

important element in creating the overall residential experience that is a defining value of Whitman College. Second, residence halls are not equipped with facilities to allow students to safely store food and cook regular meals, nor are the residence halls in compliance with code for this purpose.

By choosing meal plans that coincide with lifestyle, the typical student will have more than enough meals and/or Flex Dollars each semester. Meals do not carry forward from one semester to the next, but Flex Dollars will carry forward from fall to spring semester, yet not to the following year. The plans are structured with the knowledge that the majority of students will not make it to all the meals, and many will not use all of their Flex Dollars. Students can choose a meal or snack somewhere on campus daily from 7 a.m. to 1 a.m. All these options and flexibility provides lots of chances to use your meals and Flex Dollars as you choose.

### **When you move off campus:**

Semester meal plans or Flex Dollars also are available to students who live off-campus or in a residence hall that does not require students to purchase a meal plan. Information regarding this can be obtained under meal plans on the Whitman Bon Appétit website [www.cafebonappetit.com/whitman](http://www.cafebonappetit.com/whitman). Flex Dollars will roll over from fall to spring, but expire at the end of spring semester and have no value. See our website to learn more about the benefits of Flex Dollars. All the cafés and dining halls are open to customers paying cash. Students also can make a charge to their student account at any location as long as they have a functioning ID card in hand.

### **Café and Dining Hall Policies:**

To operate efficiently, control costs, and reduce property loss as well as to ensure that there are always adequate dishware supplies available to students; removal of Whitman College dishes, cups, and silverware from the dining areas is not permitted. This includes students wanting to dine outside or take meals back to their rooms. The café manager may grant limited exceptions to this policy.

- In order to encourage environmental conservation and control operating costs, disposable service-ware only is available at the cafés and not in the dining halls.
- By bringing their own plate or container, students are allowed to take their meal out of the dining hall. Plates, bowls, mugs, silverware, etc. may not be removed from the dining hall.
- Shoes and shirts are required for public health reasons as well as your own personal safety.
- Students are expected to bus their own dishes and trash to make the table available to the next patron. Bon Appétit is responsible for keeping the tables and facilities clean and sanitary.
- Students are encouraged to use the recycling receptacles where they are provided.

Sack lunches or dinners can be requested at the cashier station and are available at Prentiss or Jewett with 24-hour notice. Sack lunches are not available for delivery. They are permitted for work or class conflicts, and are generally not available if a student is going on a personal trip off campus.

## Pack-Outs

Individual requests for pack-out foods for trips and events on or off campus are not covered by Whitman College meal plans. When students are away from campus they are expected to provide their own food or, in the case of some college activities, the organizing department provides for their dining needs. Ask a dining hall manager or cashier for a Pack-Out Info Sheet to learn more about the restrictions associated with using a dining hall meal for a college organized event, outing, or trip.

## I.D. Cards

Your Whitman I.D. card is similar to a credit card and therefore very valuable to you. If it is misplaced or stolen other people could misuse your meals, Flex Dollars, or charge to your student account. Your I.D. card also allows generous access to campus buildings through the card locks. In order to help protect everyone's personal safety you need to keep your card secure. To protect against the inappropriate use of your card, Bon Appétit will not allow you to use your card for meals or flex, or charge to your student account unless you have your card in hand. You are not permitted to use another person's card; however, a friend with the appropriate meal plan could bring you as a guest on their card. Replacement I.D. cards are issued in the Security Office, Memorial 115. Please call (509) 527-5777 to arrange a time.

## Living Off-Campus

### Whitman-Owned Off-Campus Rentals

Whitman owns numerous rental properties contiguous to the campus which are available to Whitman students meeting the criteria for living off-campus. The tenants are selected using a lottery system, which takes place prior to Spring Break. The information on how the lottery works, what houses will be available, and how to apply will be posted on the Student listserv. Please contact the Business Trust Office at (509) 527-5745 with any questions.

## Greek Life

### History

Since 1913, Whitman College has offered students the unique opportunity of membership in a national fraternity or sorority. Currently, 35 percent of the student body is involved with one of the eight organizations. Members of the four sororities

live together in Prentiss Hall, with each of the groups maintaining its own residential section. The four fraternities each have a house near campus for their members. The main focus of Greek life is intellectual development. However, being a member of a Greek organization also involves a variety of activities, including scholarship dinners, community service projects, dances, intramurals, social functions, and weekly meetings.

Joining a Greek organization starts with a process called “recruitment,” which begins during the second week of the fall semester. Recruitment consists of a series of casual activities designed to provide you with the opportunity to meet the members of each fraternity or sorority. Recruitment is an excellent way to meet other Whitman students, regardless of whether or not you pledge a Greek organization. Once you arrive on campus in the fall, the fraternities and sororities will host information sessions, and be available to answer all your questions about Greek life, recruitment, and pledging. For more information, please refer to the Greek Life website at [whitman.edu/student-life/greek-life](http://whitman.edu/student-life/greek-life)

## **Statement of Philosophy**

Whitman College is a small, private, liberal arts institution with a long-standing history of academic excellence. The primary concern and the common ground of all members of the college community, past and present, is the development of the intellect of its students. It also is the purpose of the institution to enrich the personal lives of its students and enhance their ability to serve society. Membership in a fraternity or sorority provides unique opportunities for students to broaden their educational experiences while at the college. For 100 years, Greek organizations at Whitman College have offered students an option which enhances their personal lives as well as their formal education.

Fraternities and sororities operate in a manner that supports the values and mission of the college. Any additional goals they hold for themselves must be compatible with those of the institution, and contribute to an overall educational atmosphere. Whitman’s underlying philosophy toward rules and regulations is one of granting a maximum amount of individual freedom within a context of residential living, while at the same time demanding a high degree of personal responsibility in order to maintain a campus atmosphere which is conducive to teaching, studying, and learning.

The formal relationship of Greek organizations to the college is outlined in the Faculty Code. General governing principles include:

- (a) the faculty authorizes the granting of a charter for the existence of a chapter on the campus and also may withdraw that authorization,
- (b) the Dean of Students supervises all student organizations, including fraternities and sororities, and establishes regulations governing their activities, and
- (c) while recognizing that some fraternities house students in premises not owned by the college, the activities that occur there are subject to the control of the college.

## College Expectations for Greek Organizations

The college supports a Greek experience that is consistent with the mission and aims of Whitman College. In order to ensure that Greek organizations are supporting the mission of the college, maximizing their contribution to the personal development of their members and maintaining a sound organization, it is expected that each chapter will engage in the following activities:

**1. Scholarship** – The fraternity or sorority environment shall be conducive to study and support of each member's academic efforts. This is a serious concern of the college and is a necessary ingredient of a Greek organization's total contribution. Programs should be planned around the academic needs of members (e.g., study skills, tutoring and discussion groups, writing workshops, career planning). Formal scholarship programs and activities are strongly encouraged in order that members might learn from each other.

**2. Rules and Regulations** – It is expected that all fraternity and sorority members have knowledge of and comply with college regulations and state and local laws. Further, it is important that each chapter have clearly stated internal rules that are responsibly enforced by the officers. Problem areas may include alcohol and drug abuse, hazing, sexual harassment, physical assaults, property damage, and noise. Failure to correct such problems when they arise threatens the continued recognition of the chapter.

**3. Recruitment** – The purpose of recruitment is to present the fraternities and sororities to Whitman College students. As such it should be open and honest and introduce prospective members to all phases of a chapter's activities, and to the personal and financial responsibilities that pledgeship entails. Therefore a recruitment program which concentrates on parties is developing an inaccurate view of the Greek experience and is not preparing its prospective pledges for responsible membership.

**4. New Member Education** – In order to complement a recruitment program it is mandatory that each fraternity and sorority have a positive new member program. A wide variety of educational and related activities are necessary if each new member is to become familiar with and accept both the business and friendship aspects of his or her chapter. Examples of such activities are learning chapter management skills, how to recruit, financial obligations, and academic expectations of the college and the chapter. Conversely, practices which continue because of tradition and are based on fun at the expense of others are not constructive. Hazing does not encourage respect for others and is prohibited at Whitman College. Hazing is defined as any activity of physical or psychological abuse that is degrading or humiliating to another person. See further description and explanation on page 75 under "Hazing."

**5. Finances and Chapter Operations** – Financial obligations of chapters and individuals within their chapters are expected to be met. College regulations require that each organization be free of debt contracted through its current operations by the end of each fiscal year (June 30). Failure to remove indebtedness

within a year will result in withdrawal of recognition of the organization. In addition, it is expected that the physical premises of each fraternity or sorority will be maintained in good repair and that all hazards to health or safety will be routinely eliminated.

**6. Social Activities** – Fraternities and sororities provide a variety of social activities which contribute to members' personal development and serve an integrative function for the greater campus. In addition to hosting responsible parties each chapter should provide a variety of activities which will expand each student's experiences and include interaction with faculty and administrators, other campus organizations, and citizens of Walla Walla. Promoting positive interpersonal relations between men and women should be important for all college events.

**7. External Relations** – Members and chapters must be concerned about community relations. Because the college is located in a residential area of Walla Walla, extra care should be taken not only to respect neighbors' rights (including those living in residence halls) to privacy and quiet, but also to cultivate positive relationships through visits, newsletters, meetings with Walla Walla organizations (such as the police, fire department, etc.) and invitations to appropriate activities. Excellent opportunities exist for Greek organizations to make a positive impact through community and college service projects. A critical area of concern is inter-Greek relations. Raids, theft, and property damage have no place in the ideals espoused by the Greek organizations. Recognizing that alumni are a source of strength for both the college and the fraternities and sororities, it is crucial that each chapter devotes considerable effort toward cultivating a continued involvement with its graduates.

**8. Programming** – Fraternities and sororities should take advantage of the combination of college resources and their own close friendships to significantly enhance the personal and academic lives of their members. For example, workshops or discussion sessions on leadership, personal finances, career planning, and male/female awareness would be beneficial to all members.

**9. Evaluation** – Each fraternity and sorority must annually review and evaluate whether or not it is realizing its full potential by serving its members and the college in the areas indicated in this document. Each November Greek organizations must complete an "Award of Excellence" Application. In the process of applying, fraternities and sororities must examine the year's accomplishments and the congruence between stated philosophy, actual activities, and the mission of the college. A committee of faculty and staff will assess the applications and determine the award winners.



# Learning Through Involvement

---

## The Associated Students of Whitman College (ASWC)

goaswc.org

Every Whitman student is a member of the Associated Students of Whitman College (ASWC), our student government organization, which exists to support and advance student interests. ASWC sponsors clubs, activities, speakers, concerts, and student advocacy projects. As a member, you are welcome to participate in any ASWC supported event or program. In the next few pages, you will get a brief glance at many of the exciting opportunities ASWC has to offer.

### **The ASWC Senate**

The ASWC Senate, presided over by the ASWC President, is an elected body made up of four senators from each class as well as the elected members of the Executive Council. The Senate debates and votes on issues concerning the bylaws that govern ASWC, budget allocations, club recognition, student resolutions, media chairpersons, and committee member appointments. One of the best ways to get involved on campus is to be a senator or Executive Council officer. However, all meetings are open to the public and attending is a great way to find out what is taking place on campus.

### **The Executive Council**

The Executive Council (EC) is selected annually (through elections and appointments) to support campus organizations, manage the finances of student groups, and coordinate Senate meetings. The council is committed to developing and supporting an efficient system of student governance for Whitman College. Members share the goal of addressing relevant student issues, whether through the funding of clubs and organizations, or through the representation of ideas and concerns. Council members welcome input over the course of the next year, with respect to the operation of your student government.

## **ASWC Activities**

### **Whitman Events Board**

The Whitman Events Board (WEB) is led by a chairperson and is comprised of student volunteers who want to plan great events for the campus community. This ASWC-funded group is responsible for planning a wide range of activities, including

concerts, lectures, films, cultural events, fine arts activities, comedians and novelty acts, as well as any other event they can dream up. Past events at Whitman have included live bands such as Macklemore and Death Cab for Cutie; speakers such as Maya Angelou and Cornell West; and a range of unique programs, including Drive-In movies, Casino Nights, and themed dances. All events sponsored by this group are open to every student and are free of charge. This group also presents a fantastic opportunity to get involved on campus and contribute to campus programming. Volunteers are always welcome and appreciated.

## **ASWC Annual Events**

In addition to weekly events planned by WEB and campus clubs, there are three large events throughout the year that ASWC encourages students to attend. Winterim consists of numerous events and workshops led by students and staff that take place at the beginning of the spring semester. In late April, don't miss the Choral Contest, a Whitman tradition in which Greek and independent groups compete for the best choral performance. Also near the end of spring semester, the campus and community celebrate spring with food, costumes, and games at the annual, student-run Renaissance Faire.

## **ASWC Media Organizations**

### **The Pioneer**

The Pioneer, better known as the Pio, is the free weekly student newspaper. The purpose of the Pio is to inform, entertain, and provide both a catalyst and a forum for expression within the Whitman community. If you have an opinion about an issue on campus or around the world, submit an article and you might find your name in the next Pio. The Pio hires new staff members at the beginning of each semester and encourages anyone to apply.

### **blue moon**

blue moon, a yearly publication, accepts submissions of poetry, prose, and art, as well as digital media such as film, from the Whitman community. It is distributed in May. Prizes are awarded for the best entry in each category. Contact the blue moon editor ([bluemoon@whitman.edu](mailto:bluemoon@whitman.edu)) to find out how you can get involved or to submit your work. It really is a work of art.

### **Quarterlife**

Published four times a year, quarterlife is a literary journal featuring poetry, short fiction, drama, creative nonfiction, analytic essays, and alternative journalism by Whitman students. Each issue is composed around a given theme that acts as both a spark for individual creativity and a thematic axis for the issue. If you're interested in submitting work or helping publish quarterlife, contact [quarterlife@whitman.edu](mailto:quarterlife@whitman.edu) for more information.

## **“Waiilatpu”**

Recently resurrected after a long hiatus, Whitman’s yearbook, “Waiilatpu” provides an annual record of life at Whitman College. Created entirely by students, the yearbook provides an excellent opportunity for students interested in photography, design, and business practices to get involved and create a tangible artifact of the culture and environment at Whitman. To get involved, contact: [editor@whitmanyearbook.com](mailto:editor@whitmanyearbook.com).

## **KWCW 90.5 FM**

KWCW, the college’s radio station, commonly referred to as “K-Dub,” is the college’s student and community run, free-format radio station that operates 24 hours a day, seven days a week. If you want to be a DJ for a few hours a week and play your favorite music, broadcast the news or host a talk show, stop by the K-Dub office on the Reid Campus Center Mezzanine to find out how you can get involved.



## Student Clubs and Organizations

There are more than 70 clubs and organizations on campus. To find out more about clubs and organizations, check out the website at [whitman.edu/content/student-activities/organizations](http://whitman.edu/content/student-activities/organizations), come up to the ASWC Office on the top floor of the Reid Campus Center, or check out the Student Activities Fair at the start of each semester.

## Arts, Theatre, Films, and Music

### Coffeehouse

Coffeehouse, under the auspices of the Reid Campus Center and the Whitman Events Board, offers an opportunity for people of the Whitman community to enjoy a variety of artists as they perform in a relaxed, intimate atmosphere. The performances range from traditional American folk music to blues, jazz, and soul. Whitman students and staff are encouraged to perform. For more information, contact the Coffeehouse coordinator at [musicent@whitman.edu](mailto:musicent@whitman.edu).

### Theatre

Harper Joy Theatre presents a season of approximately 8-10 fully mounted productions per year. In addition, student produced Shakespeare, lunchbox and late-night theater take place on campus. Student improvisation groups hold auditions each semester and perform regularly.



## Films

From drive-in movies on the Reid Campus Center lawn and the Cinema Arts series, to the Banff Mountain Film Festival and Tamarac House's own Tamarac Outdoor Film Festival, chances are you'll find a film that suits your interests. If you have questions or would like to request a film to be played on campus, please email [cinema@whitman.edu](mailto:cinema@whitman.edu).

## Whitman College Chorale

The 100-voice Whitman College Chorale is open to all Whitman students through audition. The choir learns many exciting pieces during the year and sings one major campus concert each semester.

## Whitman Jazz Ensemble

The Whitman Jazz Ensemble is a 21-piece big band open to all students through audition. This group performs one or more formal concerts each semester and plays short programs for a variety of other functions. The band plays a mix of traditional and modern big band music, often featuring compositions written by its members.

## Whitman Orchestra

The Whitman Orchestra is open to all string, wind, and percussion students through audition. It performs works spanning from the baroque period through present day and ranging in instrumentation from pieces for string orchestra to those for a full symphony orchestra. The ensemble performs concerts each semester and often features student soloists. In addition to campus concerts, the orchestra periodically takes a tour.



## **Whitman Wind Ensemble**

The ensemble is a concert organization, playing the best of modern and classical music for winds and percussion. One or more formal concerts are presented each semester. The class is open to all brass, woodwind, and percussion students by audition during the first week of classes.



## **Athletics**

### **Varsity Sports**

Whitman competes in the Northwest Conference (NWC) and is a member of NCAA Division III. The college is represented by seven women's and seven men's varsity programs. Women compete in basketball, cross-country, golf, soccer, swimming, tennis and volleyball. Men compete in baseball, basketball, cross-country, golf, soccer, swimming and tennis.

In order to represent Whitman College in intercollegiate athletics, a student must be regularly enrolled in a full-time course load (at least 12 credit hours of class work) and shall have passed a total of 24 credits in the two semesters of attendance immediately preceding the semester of participation. A student must also maintain

'Good Academic Standing' at the college to be eligible for practice and competition. 'Good Academic Standing' requires at a minimum, semester GPA of 1.7 and a cumulative GPA, after two semesters, of 2.0. This is a minimum eligibility standard. The average GPA of Whitman College of student-athletes' mirrors that of the student body at slightly above 3.3.

In addition, all students interested in participating as a varsity athlete must have appropriate paperwork, including a pre-participation physical, on record prior to participation. Additional regulations are available from the Director of Athletics.

## **Club Sports**

Student-initiated opportunities to participate in a competitive recreational sport can be found in the Club Sports Program. In this past year, students participated in the following club sports: lacrosse, rugby, ultimate Frisbee, cycling, Taekwondo, fencing, softball, ice hockey, triathlon, skiing, snowboarding and volleyball. These teams compete with other schools and organizations.

## **Intramural Sports (IMs)**

Many students take pride in participating in Whitman's Intramural Program. Sports are offered in both the fall and spring, with fraternities, sororities, independents, and residence hall sections organizing teams of every kind. Intramural sports presently offered include flag football, basketball, soccer, ultimate Frisbee, mini-golf, volleyball, bowling, and softball. IMs are the perfect way to get involved and burn off some extra energy. The Intramural Committee schedules and oversees the intramural sports program. IM committee members are selected through an interview process.

## **Speech and Debate Program**

The Speech and Debate Program is open to any student interested in politics, social issues, law, or better speaking skills. The team travels to tournaments in the Northwest and select tournaments throughout the nation. Students can participate in parliamentary debate and extemporaneous or impromptu speaking involving discussion of current events. Students with high school debate experience can participate in policy debate involving intensive research on one topic throughout the year.

## **Intramural Debate**

The intramural debate program provides students with an opportunity to engage in discussions on contemporary issues on campus. Preparation and competition are kept to a minimum – the program encourages a comfortable atmosphere intended to help participants become better speakers. The intramural debate event is held once each semester and is open to any Whitman student.

For information about the Speech and Debate Program, contact the Director of Debate.

## Expectations for Social Organizations

Student organizations and activities are subject to the supervision of the Dean of Students. Regulations for organizations and activities are established by the Dean of Students except in areas where authority is granted by the Board of Trustees or where legislation is specifically provided for by the faculty. Establishment of these regulations may be wholly or partly delegated to properly constituted student organizations or committees, subject to the approval of the Dean of Students.

Every organization must furnish a correct list of its officers and a copy of its constitution and bylaws to the faculty through the Student Activities Director, maintain a good standard of scholarship and conduct among its members, and have a college adviser appointed by the President of the college on recommendation of the Dean of Students or his designee and the student group concerned.

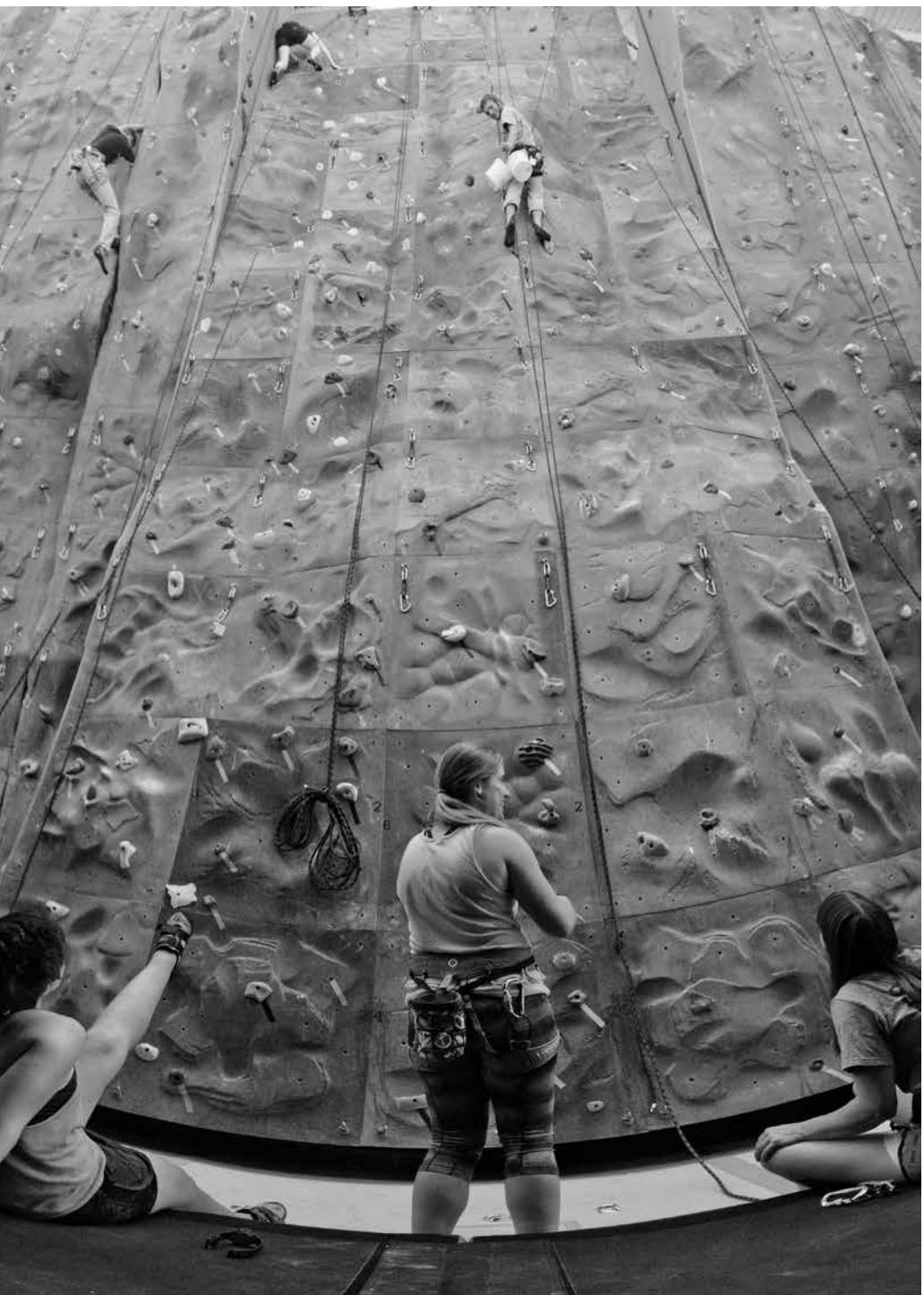
- No meetings by social groups, clubs, or organizations, including the Associated Students, shall be held during the time of formal exercises scheduled by the college.
- Membership in campus organizations shall be confined to students enrolled in the college except as the constitutions of the respective organizations may provide for honorary and other categories of membership.
- All organized activities sponsored or directed by the college, the Associated Students, the social groups, service organizations, and any other groups of students and/or faculty should be registered on the Campus Events Office calendar in the Reid Campus Center no later than one week prior to the date of the event (509) 527-5251.
- Social events and other activities held in off-campus locations will not normally be considered to be sponsored by the college. The responsibility for ensuring proper conduct at such events shall rest entirely with the group itself.
- Social events and other activities conducted on the campus by student organizations are subject to college regulations concerning organizations and individual student behavior. Students or campus organizations that wish to use college-owned facilities for their social events or other organized activities must reserve the facilities with the appropriate office. The reservation must indicate who the responsible individual(s) will be in case of damage to college property or other problems stemming from the activity. In instances where college property or buildings are being used by students for such activities, the college reserves the right to require the presence of appropriate personnel such as firefighters, custodians, residence hall staff, security personnel, etc.
- Students are encouraged to invite guests from all segments of the college community to their social events when appropriate.
- Additional information on required procedures for the scheduling and holding of social events is available to everyone in the Reid Campus Center.
- No publications may be issued by students, classes, or organizations in the name of the college without permission of the faculty or administration, as appropriate.



- Each student organization must be free of debt contracted as a result of current operations by June 30 of each year. An organization in debt at that time will be automatically placed on probation for one year. During such probation the organization shall not contract further current indebtedness and shall remove all current financial obligations. If at the end of the year of probation the indebtedness is not removed, faculty authorization for the organization will be withdrawn.

## College Committees

College committees are made up of faculty, administrators, and students. They investigate, discuss, and recommend college policy in a variety of areas. College committees are chaired by either faculty or administrators, but students play the extremely important role of voicing student needs and concerns. ASWC is responsible for appointing students to the following committees: Student Technology Advisory Committee, College Athletics, Bon Appétit Advisory, Council on Student Affairs, General Studies, Library, College Budget, and Student Life. Contact [aswc\\_nominations@whitman.edu](mailto:aswc_nominations@whitman.edu) to find out how you can get involved.



# Student Rights and Responsibilities

---

We have designed this section of the handbook to acquaint students with Whitman's policies, regulations, and procedures. It does not, however, include all procedures, particularly those designed by and for special interest groups such as the fraternities, sororities, and athletics. All interested persons should make every effort to acquaint themselves with regulations that affect their campus lives, living groups, and activities.

All procedures and regulations are subject to change or revision from time to time. This handbook reflects the policies that were in place at the time that this handbook was produced. Students are responsible for knowing and following all regulations and procedures contained in this publication, as well as changes that occur and are published during the year.

## Shared Aspirations

Whitman College, as written in its Mission Statement, “... offers an ideal setting for rigorous learning and scholarship and encourages creativity, character, and responsibility.” The policies and procedures related to student conduct exist to support this mission.

Policies listed in this section of the Student Handbook set the foundation for expectations of behavior; however, as members of the Whitman College community, students are expected to adhere to a higher standard of conduct than citizens at large. The college assumes that students will demonstrate honesty and integrity in both academic and personal endeavors, and will act responsibly in ways that reflect consideration and respect for the rights of others.

Conduct hearings take place to determine if an accused student is responsible for violating a college policy; they are regarded as private matters between the college and the student, and do not involve friends, relatives or outside authorities.

## Statement of Rights

Every student has a right to conditions that are conducive to learning and favorable to the pursuit of higher education. These rights include freedom of speech, expression, and association; the right to study; the right to a safe and healthy environment; the right to redress for grievances; reasonable and fair processes in cases of student discipline; and the right to privacy.

Students have the right to inspect and review their educational records according to certain prescribed procedures. Except in special cases prescribed by law, the college will not permit access to, or release of educational records containing

personally identifiable information, without the student's written consent as stipulated by the "Family Educational Rights and Privacy Act of 1974" (FERPA or Buckley Amendment).

The college publishes an online directory, with students' names, addresses, email addresses, pictures, and phone numbers. A student has the right to withhold his or her name from these directories and can do so by notifying the Dean of Students Office.

## **Student Right To Know**

Whitman College has included information that you need to know concerning the campus and its policies at [whitman.edu/righttoknow](http://whitman.edu/righttoknow). This information includes institutional information, alcohol policies, graduation dates, Family Educational Rights and Privacy Act (FERPA), services available to students with disabilities, institutional security policies and crime statistics, and other information that you might find helpful. A printed copy of this information is available upon request from Donna Cummins in the Dean of Students Office, Memorial Building 328.

## **Statement of Nondiscrimination**

Whitman College has a strong commitment to the principle of nondiscrimination. In its admission and employment practices, administration of educational policies, scholarship and loan programs, and athletic and other school-administered programs, Whitman College does not discriminate on the basis of race, color, sex, gender, religion, age, marital status, national origin, disability, veteran's status, sexual orientation, gender identity, or any other basis prohibited by applicable federal, state, or local laws.

## **Title IX - a short and simple law**

"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance." Any person who believes that a student has been subjected to discrimination or harassment based on gender should discuss his or her concerns with the Title IX Administrator. For further information contact Clare Carson, Associate Dean of Students, Title IX Administrator, Memorial Building 330. [carsonec@whitman.edu](mailto:carsonec@whitman.edu); see also Grievance Policy page 52 and Sexual Misconduct Policy page 67.

## **Disability Policy**

Whitman College will not exclude otherwise qualified applicants or students with disabilities from participation in, or access to, its academics, housing or extracurricular programs. "Otherwise qualified" refers to students who without consideration of disability are admissible to the college. Program participation will not be denied to a student with a disability where that person, with or without accommodation, can perform the essential functions required of that program.

Students who need an accommodation because of a disability must provide documentation of their disability from a physician, learning specialist or other qualified professional. Students seeking accommodations for a disability, or who are denied program access, must contact Julia Dunn, Director of Academic Resources (509) 527-5213, Memorial Building 327. She will work with the student, faculty member, and the appropriate department to arrive at a reasonable accommodation. Accommodation requests are reviewed on a case-by-case basis. Academic standards and expectations will not be lowered in the process of accommodation.

## AIDS

No student, faculty or staff member of Whitman College who has been diagnosed as having AIDS, or who has tested positive for the HIV antibody, will be denied any rights normally enjoyed by members of the college community. The college will make all of its counseling and health services available to a student diagnosed with AIDS or HIV, and will encourage such a student to receive ongoing medical attention. Exceptions to this policy may be made by the Director of the Health Center or the Director of the Counseling Center, with the consent of the Dean of Students on a case-by-case basis, and in full consultation with the patient.

All college offices and personnel who have information that might lead to the identity of an AIDS patient are required to maintain the confidentiality of that patient. Specific or detailed information concerning diagnosis will not be provided to anyone without the expressed written permission of the patient in each case.

## Statement of Responsibility

Each member of the Whitman community is responsible for respecting these rights; all members of the community share the responsibility for maintaining a campus atmosphere, which is conducive to teaching, studying, and learning.

Each student shall be held individually responsible for conduct which adversely and seriously affects his or her suitability as a member of the Whitman community. Social regulations, of whatever origin, should ensure adequate consideration for the rights of individual students to privacy and the preservation of their individual dignity and comfort and should promote an atmosphere consistent with and in furtherance of the basic educational purpose of the college.

## Scope of the College's Discipline Process

Application of the college's disciplinary process extends to conduct that occurs on Whitman College premises or at any college-sponsored activities, and to conduct that occurs off campus, if the off-campus conduct adversely and seriously affects the student's suitability as a member of the Whitman College community. All students have the responsibility to obey federal, state, and local laws.

When an incident occurs off campus, it is the responsibility of the Dean of Students, after consultation with the appropriate college officials, to determine whether the student will be subject to the discipline process outlined in the current Student

Handbook. When a student is charged with a violation of federal, state, or local law, and college disciplinary action also is taken, campus proceedings may be carried out prior to, simultaneously with, or following civil or criminal proceedings.

Although many people regard the college as a “sanctuary” because it is a private institution, police officers and other representatives of law enforcement agencies may come onto the Whitman campus in pursuance of their duties. The college does not protect students from the customary enforcement of the law, nor does it prohibit law enforcement officers from conducting investigations and making arrests on campus. When possible, the college will rely on its internal resources to maintain order on campus and deal with campus problems.

## **Shared Expectations**

### **The Grievance Policy and the Sexual Misconduct Policy**

The Grievance Policy is an umbrella policy that covers all members of the Whitman College community and provides a way for community members to bring forward problems, complaints or grievances. The student Sexual Misconduct Policy outlines policies and procedures to investigate and adjudicate gender based complaints, including complaints of harassment or sexual misconduct between students. The adjudication procedures are the same for both policies.

A good resource for information concerning these policies is the Dean of Students Office or others listed below.

### **Whitman College Grievance Policy**

#### **1. PURPOSE AND SCOPE OF THIS POLICY**

##### **1.1 Introduction**

Whitman College is committed to providing a learning and working environment characterized by mutual respect and fair treatment among all its constituents. An essential component of this environment is a strong ethic and practice of equality, acceptance and nondiscriminatory interactions. Harassment and discrimination on the basis of race, color, sex, gender, gender identity, sexual orientation, religion, age, marital status, national origin, and disability, veteran’s status, or any other basis prohibited by College policy or by state or federal laws is unacceptable and will not be tolerated.

- Whitman College recognizes that problems, complaints, or grievances might arise in the daily relationships between faculty, staff, and students.
- Individuals at odds with one another are encouraged to first attempt to resolve their differences. The grievance procedure outlined in this policy is primarily for cases where this approach has not been successful or is not appropriate.

## **1.2 Purpose**

- To establish procedures for filing complaints from students and employees (Faculty is defined in Chapter 1, Article I of the Faculty Code. Faculty and staff are referred to as “employees.” Students are defined as those who are enrolled in at least one credit.) both formally and informally.
- To outline procedures for addressing and resolving grievances involving conduct prohibited by Whitman College policy as well as federal and state laws pertaining to higher education and employment.
- To affirm the College’s commitment to investigate all allegations of harassment and/or discrimination, act to end the violation, prevent its recurrence, and remedy its effect on individuals and the community.

## **1.3 Scope**

- A grievance is a complaint alleging conduct or actions by a member of the Whitman College community, which harms another employee or student’s ability to take full advantage of the College’s educational or employment opportunities, or impedes the complainant’s ability to study, learn or work.
- The Grievance Policy applies principally to students, faculty, and staff, but also applies to those who interact with the Whitman community or Whitman affiliated programs.
- Any member of the College community, including but not limited to students, employees and alumni, has a right to express a grievance.

## **1.4 Education and Prevention**

Whitman College provides education and training to students and employees on a periodic basis addressing its policies regarding harassment and discrimination.

- All employees must complete an on-line training on harassment and other prohibited conduct.
- All new students are required to attend sexual misconduct prevention programs. In addition to “Green Dot,” a nationally recognized program effective in preventing sexual misconduct, students must attend a program designed to educate them regarding their obligation to obtain consent prior to engaging in sexual activity and the detrimental role alcohol plays in sexual misconduct.

## **1.5 Title IX**

Title IX is a federal law that states: “No Person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance.”

## **1.6 Reporting Obligations under Title IX**

Whitman College employees, other than licensed counselors and health professionals working with clients, are expected to promptly notify the Dean of Students Office, the Human Resources Office, or the Title IX Administrator if they are aware of instances of sexual harassment or misconduct. The College has an affirmative obligation to investigate and to act to resolve such complaints.

Whitman College has a Title IX Administrator who will oversee an investigation of any allegations of sex or gender-based discrimination. For more information, contact Clare Carson, Associate Dean of Students and Title IX Administrator, Memorial Building 330, Whitman College, (509) 527-5158, [carsonc@whitman.edu](mailto:carsonc@whitman.edu)

## **1.7 Academic Freedom and Free Speech**

Whitman College recognizes that the educational process can be disturbing and unsettling, particularly when one's ideas or values are being challenged. The learning, working, and living environments might not always be comfortable for all members of the College community. The College does not censure speech simply because it is offensive. In determining whether an act constitutes discrimination or harassment, the context must be carefully reviewed and full consideration must be given to protection of individual rights, freedom of speech and academic freedom.

## **2. DEFINITIONS**

The following are definitions of terms relating to this policy and the grievance process. They reference conduct prohibited by federal and state laws, conduct prohibited by Whitman College policies, and conduct that may place the learning and working environment at risk. This list is not meant to be all-inclusive.

### **2.1 Discrimination**

Discrimination is any distinction, preference, advantage for or detriment to an individual compared to others that is based upon an individual's actual or perceived race, color, sex, gender, religion, age, marital status, national origin, disability, veteran's status, sexual orientation, gender identity or other basis prohibited by state and federal laws. Actions or policies that result in unequal opportunity in education or employment or adversely affect the terms and conditions of a person's employment or education at the College, which are motivated or based, in whole or part, on the protected categories can be considered discrimination.

### **2.2 Discriminatory Harassment**

Discriminatory Harassment is a detrimental action based on an individual's actual or perceived race, color, sex, gender, religion, age, marital status, national origin, disability, veteran's status, sexual orientation, gender identity or any other basis prohibited by state or federal laws that is so severe, persistent or pervasive that it unreasonably interferes with or limits a person's ability to work, participate in or benefit from the College's educational program or activities.

## **2.3 Retaliatory Harassment**

Retaliatory Harassment is any intentional action taken by an accused individual or allied third party to seek revenge, reprisal, or injury to an individual or group who has exercised the right to file a grievance or make an oral or written report of prohibited harassment or discrimination, or participate in a related grievance proceeding.

## **2.4 Sexual Harassment**

Sexual Harassment is defined as unwelcome verbal or physical conduct of a sexual nature that is sufficiently severe, persistent or pervasive such that it unreasonably interferes with, limits or deprives someone of the ability to participate in or benefit from the College's educational programs or employment opportunities. The unwelcome behavior may be based on power differentials (quid pro quo), the creation of a hostile environment or retaliation. Examples (For definitions or clarifications, see Sexual Misconduct Policy on page 67.) include:

- Unwelcome statements, jokes, gestures, pictures, intentional nonconsensual touching of an intimate body area, gender-based bullying, stereotyping, or other conduct that demeans, harasses, or intimidates
- An attempt to coerce an unwilling person into a sexual relationship repeatedly subjecting a person to egregious, unwanted, sexual attention
- Conditioning a benefit on submitting to sexual advances (quid pro quo). Examples include:
  - Seeking sexual favors or relationships in return for the promise of a favorable grade or other academic opportunity
  - Basing an employment-related action (hiring, salary increase, performance appraisal rating, promotion, etc.) on a sexual favor or relationship
- Punishing a refusal to comply with sexual advances
- Sexual violence, intimate partner violence
- Nonconsensual, intentional sexual contact, penetration, or intercourse
- Stalking, repetitive and/or menacing pursuit, following, harassment

Sexual harassment is particularly damaging when it exploits the educational dependence and trust between students and faculty/staff. When the authority and power inherent in faculty/staff relationships with students is abused in any way, there is potentially great damage to the individual student, to the accused individual, and to the climate of the institution. (*NCHERM: The 2011 NCHERM Campus Title IX Coordinator and Certification and Training Course Materials*. Used with permission.)

## **2.5 Consensual Relationships**

A Consensual Relationship, for the purpose of this policy, is defined as a relationship developed between two individuals within the Whitman community that is consensual, romantic and/or sexual in nature. Such relationships can prove

particularly problematic when there is an unequal power relationship, that is, one of the individuals has actual or perceived power, authority, and advantage over the other. For example, a staff member who has authority to control salary decisions, conduct performance appraisals, and promote employment opportunities, enters into a relationship with a subordinate.

It should be noted that negative consequences, including claims of conflict of interest, coercion and exploitation, sexual harassment, hostile work environment, and retaliation, could arise from a less than amicable ending of a consensual relationship where there is a power difference between individuals. Moreover, under the law, co-workers may assert claims of harassment when a fellow worker is perceived to be receiving favorable treatment, due to a consensual relationship with a supervisor.

Faculty Code states in part, “It is therefore unacceptable for faculty to have romantic or sexual relationships with students, except when the relationship pre-dates either the student’s initial enrollment in courses at Whitman College or the faculty member’s initial appointment and the faculty member holds no supervisory or evaluative role over the student.” And also, “Similar power differentials may also render it inappropriate for faculty to have romantic or sexual relationships with staff over whom they have supervisory authority.” (*For the complete faculty statement on consensual relationships, see Faculty Code, Chapter 2, Article III*)

### **3. GRIEVANCE PROCEDURE**

Faculty, staff, and students should feel free to bring unresolved problems and complaints to the attention of the appropriate College officials outlined below. Some harassment complaints and incidents of interpersonal conflict can be resolved informally, whereas others may need to undergo a formal resolution process.

#### **3.1 Where to Start with a Complaint**

Members of the Whitman Community who know about an incident or believe they have been subjected to a civil rights violation such as harassment or discrimination, or who have a grievance concerning a serious interpersonal conflict should meet with individuals in the following offices:

- **Students** who have a complaint or who would like information about the grievance process should come to Dean of Students Office (Memorial 325) or the Title IX Administrator
- **Employees** who have a complaint or would like information about the grievance process should come to the Human Resources Office (Memorial 104), the Title IX Administrator, or the Provost and Dean of the Faculty.

#### **3.2 Protection from Retaliation**

This policy prohibits retaliation against anyone who reports or is believed to have reported harassment, discrimination, or other prohibited behavior, or who is a witness or otherwise involved in a related investigatory proceeding. Such retaliation will be considered a serious violation of this policy, regardless of whether

an informal or formal complaint is upheld. Encouraging others to retaliate is also prohibited and will be subject to disciplinary action.

### **3.3 Prompt Reporting**

Prompt reporting of a complaint is strongly encouraged, as it allows rapid response to and resolution of prohibited or objectionable behavior. The passage of significant time between an incident and an investigation can result in memory lapses, the departure of key witnesses or other time-sensitive factors that can impair the investigation.

### **3.4 Privacy**

College officials who are involved in informal or formal complaint resolution procedures or investigation, as a result of being consulted by the complainant, the accused, and/or College officials conducting investigations, are obliged to respect the privacy of the individuals involved. The Family Educational Rights and Privacy Act (FERPA) protects students' privacy. College officials may not disclose information from a student grievance complaint to anyone other than those involved in the hearing process or those who have a legitimate education interest.

### **3.5 Dishonest Reports**

Persons who submit intentionally dishonest reports could be subject disciplinary action.

### **3.6 Complaint Withdrawal**

At any time during the informal or formal resolution processes (see below), the complainant may withdraw the complaint. However, even if the complainant decides to withdraw the complaint, the College reserves the right to investigate and take appropriate measures, if necessary, to protect the interests and safety of the community. If the complainant withdraws the complaint and refuses to cooperate, the likelihood of a meaningful conclusion is severely diminished.

### **3.7 Uncooperative Respondent**

If the respondent leaves the college or refuses to cooperate with the investigation, the investigation may proceed in his/her absence and may result in an appropriate finding based on the evidence available.

## **4. COMPLAINT AND RESOLUTION**

### **4.1 Informal Dispute Resolution**

To resolve a dispute informally, a student or employee may first seek advice from the supervisor, department head, or the budget officer. For employees, the Director of Human Resources and for students, the Dean of Students are other good sources for advice. An informal resolution can involve a directed conversation, mediation and/or advice about how to resolve the problem.

- Mediation is clearly inappropriate for certain serious behaviors and incidents, such as sexual assault, sexual misconduct, sexual harassment, and discrimination. The College must take decisive action, including a thorough investigation, immediately when it becomes aware of such complaints.
- If a complainant chooses to forego the informal process or if the informal resolution process proves unsuccessful or if the complainant is dissatisfied with the informal process, he or she may file a formal complaint with the Director of Human Resources, the Dean of Students or the Title IX Administrator as appropriate.

#### **4.2 Formal Complaints**

Complaints can be submitted in oral or written form. This grievance statement should describe the alleged incident, where and when it occurred, and include any supporting materials. Unless this is a case where an informal resolution was not appropriate, the grievant will be asked about the details of the informal efforts they have made to resolve the issue(s). Please note that when the College has received notice of an incident of sexual harassment, misconduct or discrimination, the Title IX Administrator may initiate an investigation without a formal complaint.

- If the formal complaint involves a member of the faculty, the Director of Human Resources, the Dean of Students or the Title IX Administrator shall inform the Provost of the complaint.

#### **4.3 Investigation Procedure**

- The Title IX Administrator will receive all sex or gender-based grievances and will oversee the investigation process and assign investigators as appropriate.
- The Director of Human Resources or the Dean of Students Office will oversee an investigation and resolve all other complaints. Ordinarily, complaints against an employee will be overseen by the Director of Human Resources and complaints against students will be overseen by the Dean of Students.
- A complaint against the President or a member of the Governing Boards will be referred to the Executive Committee of the Board of Trustees for investigation and resolution.

For sex or gender-based allegations, the Title IX Administrator in consultation with members from the Title IX team (The Title IX Team consists of individuals who have attended Title IX certification or investigation training.) will:

- Conduct a prompt and effective response, not to exceed 60 days from notice to resolution.
- Determine the identities and contact information of the complainant and accused person (respondent).

- Review the information related to the grievance allegation in order to initiate appropriate response.
- Identify alleged policy violations, key issues, and the scope of investigation.
- Develop the investigation strategy and outline a proposed timeline.
- Recommend necessary remedial short-term actions and accommodations for the complainant (Examples of remedial short-term actions and accommodations might include no contact orders, a change in housing, work shifts, or academic adjustments.).
- Conduct an immediate preliminary investigation to determine if there is reasonable cause to charge the respondent, and what policy violations should be alleged as part of the complaint.
- If there is not enough evidence to charge the respondent, proceed no further and both parties will be notified.
- If there is evidence to support the allegation, meet with the complainant to gather relevant information.
- Notify the respondent of the charge.
- Commence a thorough, reliable and impartial investigation.
- Prepare a report summarizing the information. The Title IX Administrator will make a recommendation for a finding using a preponderance of evidence standard.

All other grievances based on a protected class such as race, color, religion, age, sexual orientation, marital status, national origin, disability, veteran's status, or any other basis prohibited by state or federal laws against an employee will mirror the investigation protocol outlined above for sex or gender-based grievances.

#### **4.4 Post-Investigation Procedures**

- The respondent will meet with the Title IX Administrator and/or the appropriate budget officer to receive the report and recommended finding(s).
- The respondent will have an opportunity to read a copy of the report and a second meeting will be scheduled within a timely manner agreeable to both parties, ideally within two working days.
- If the respondent chooses to accept the recommended findings, then the case will be referred to the appropriate budget officer for the sanctioning phase.
- If the respondent chooses not to accept the recommended findings, the case will be referred to an appropriate grievance council as outlined below.
- The complainant will meet with the Title IX Administrator and/or investigator(s) and will have an opportunity to read a copy of the report immediately following the meeting with the respondent.
- Although individuals may consult an attorney, the College's investigations, hearings and appeal processes are not legal proceedings and attorneys may not be present or participate.

In some cases, including but not limited to those when the respondent takes responsibility for the violation, the appropriate resolution may be achieved without a grievance council. This decision will be made in consultation with the appropriate Budget Officer and the Title IX Administrator.

#### **4.5 Councils, Panels, Sanctions, and Appeal**

The grievance panels will review a statement from the respondent explaining why he or she is contesting the finding(s) and review the investigation report to confirm that it was conducted in a thorough and impartial manner.

- **Grievance Panel for Students.** The College convenes either the Council on Sexual Misconduct or the Council on Student Affairs as appropriate to address complaints against students. See the Student Handbook, available as a booklet or online, for complete description of the council and the hearing process for students.
- **Grievance Panel for Non-Faculty Employees.** The grievance panel for non-faculty employees consists of three members (at least 2 staff) chosen from the Employee Relations Council (The entire Employee Relations council (ERC) consists of the Director of Human Resources, two staff members with supervisory authority, two non-supervisory staff members, two tenured faculty members, and two non-tenured faculty members. The hearing panel consists of the Director of Human Resources (Chair) and three council members (at least two from the faculty if the respondent is a faculty member and at least two from the staff if the respondent is a staff member). The hearing panel shall be gender balanced and receive training in Title IX and other college policies. The Employee Relations Council replaces the CCIR.) trained to review cases involving sex or gender based allegations.
- **Grievance Panel for Faculty.** (The Faculty shall consist of the President of the College and the members of the instructional staff who hold the title of Dean, Professor, Associate Professor, Assistant Professor, Professor, or Non-tenured Assistant Professor, Associate Professor, or Professor of Forensics, Senior Lecturer, and Senior Adjunct Assistant Professor. Any administrative officers shall also be deemed members of the Faculty. [See Faculty Code, Article 1, Section 1, and 1-A0] )The grievance panel for faculty consists of three members (at least 2 faculty) of the Employee Relations Council trained to review cases involving sex or gender based allegations.
  - o Process for Faculty Dismissal. If the Grievance Panel for Faculty upholds the recommended finding, and the range of potential sanctions includes dismissal for adequate cause, the procedures specified in the Faculty Code (Chapter 1, Article III, Section 5), shall be followed.
- **Sanctions.**
  - o **Students:** Sanctions may include, conduct probation, suspended conduct probation or other actions including verbal warnings, written warnings,

- prohibition of participation in commencement activities, dismissal, suspension, restitution or other actions appropriate to the offense. (See current Student Handbook.)
- o **Employees:** Sanctions may include: oral or written reprimand, transfer to a different area or other work restrictions, required training, probation, suspension, demotion, reduction in pay, dismissal, restitution or other actions appropriate to the offense.
- o **Sanctions related to behavior that violate Title IX must act to end the behavior, prevent its recurrence and remedy its effect the community.**
- **Appeal Process.**
  - o In the event that an accused individual accepts the findings of the investigation, those finding cannot be appealed.
  - o The grounds for appeal may only be:
    1. New evidence not available at the time of the investigation that may substantially alter the outcome, or;
    2. Substantial procedural error(s) that may alter the outcome.
  - o All sanctions imposed will be in effect during the appeal process.
  - o Either the complainant or the respondent may appeal the decision of the appropriate grievance panel to the Chair of the Faculty. All appeals must be made in writing within three weekdays after being informed of the outcome.
  - o The Chair of the Faculty, to whom the appeal is made, will act on the petition in one of three ways: he/she may decide to hear the appeal and then rule; may form a panel to hear the appeal; may reject the appeal.

## 5. RIGHTS OF THE COMPLAINANT AND RESPONDENT

Whitman College supports the following rights of complainants and respondents:

- Persons involved in a grievance process have the right to a prompt investigation and resolution of the complaint
- Individuals involved in a hearing have the right to an adviser to help prepare for the hearing. The adviser must be a member of the Whitman community (current students, or employees of the College only)
- Individuals have a right to file a complaint with the police or other agencies—the College will help a complainant find appropriate resources if they wish to take legal action off campus.
- Individuals have a right to a safe environment – the College will take whatever measures it deems reasonable and feasible to protect the safety of the campus community
- Persons involved in a grievance process will be treated with dignity, respect and fairness
- The College will treat all complaints seriously and will investigate allegations of misconduct or policy violation

- Employees and students involved in a complaint will have full access to campus services designed to assist in such cases
- The College respects the privacy of complainants and respondents. Information gathered in an investigation will not be disclosed to others who do not have a legitimate need to know
- Individuals may consult an attorney; however, the College's investigations, hearings and appeal processes are not legal proceedings and attorneys may not be present or participate
- The College will not tolerate any form of harassment, retaliation, and/or intimidation of the complainant or the respondent, or of those supporting either party.

**Students or Employees** who believe their complaint of harassment or discrimination has not been adequately addressed through the College's grievance process may submit a grievance to either the Washington State Department of Labor and Industries, the Equal Employment Opportunity Commission or the Office for Civil Rights.

**Washington State Department  
of Labor and Industries**

P.O. Box 44000  
Olympia, WA 98504-4000  
(866) 219-7321

**Equal Employment  
Opportunity Commission**

Federal Office Building  
909 First Avenue  
Suite 400  
Seattle, WA 98104-1061  
(800) 669-4000

**The Office for Civil Rights**

Seattle Office  
915 Second Avenue Room 3310  
Seattle, WA 98174-1099  
(206) 607-1600  
[OCR.Seattle@ed.gov](mailto:OCR.Seattle@ed.gov)



## **Sexual Misconduct - Resources and Support**

Whitman College provides students with support, counseling, medical referrals, assistance with safe housing and information concerning their rights. The College will also provide assistance reporting to law enforcement officials if requested.

**Any student who has experienced an incident of sexual misconduct may seek confidential support from these resources:**

<b>Barbara Maxwell</b> <b>Sexual Assault Prevention Coordinator</b> Reid Campus Center (509) 527-5208 (office) (509) 529-1082 (home)	<b>Counseling Center</b> <b>24/7 referral service when Whitman is in session</b> Boyer Avenue (509) 527-5195 After hours: (509) 527-5295
<b>Student Health Center</b> <b>24/7 assistance when Whitman is in session</b> Merriam Street (509) 527-5295	

*Please Note: Whitman College will not charge students with violating the alcohol or drug policy when reporting or sharing information regarding an alleged incident of sexual misconduct - as long as students report in good faith.*

The College is committed to providing a safe campus environment. Whitman College employees, other than licensed counselors and health professionals working with clients, are expected to promptly notify the Dean of Students Office, the Human Resources Office, or the Title IX Administrator if they are aware of instances of sexual harassment or misconduct. The College has an affirmative obligation to investigate and to act to resolve such complaints.

The College is also committed to protecting the privacy of all students involved in allegations of sexual misconduct. The name of an individual bringing a charge of sexual misconduct will not be disclosed to anyone who is not directly involved in the incident or investigation or does not have a legitimate need to know.

**Title IX Administrator, Clare Carson, Dean of Students Office, Memorial 330, (509) 527-5158**

When students report a gender-based complaint, including a complaint of harassment or sexual misconduct, the Whitman College Title IX administrator will receive that report. The Title IX Administrator will:

- Provide information about counseling, medical and support resources both on campus and in the community.
- Assist students who desire to report an incident of sexual misconduct to the Walla Walla Police Department or other law enforcement agencies.
- Put in place no-contact directives, requests for safe housing including alternate campus housing, excused absence requests and other academic assistance when needed, in consultation with the Dean of Students Office.
- Oversee a prompt investigation into the allegations and take appropriate steps to end the violation, prevent its recurrence and remedy its effect on individuals and the community.

**Sexual Misconduct Prevention Coordinator, Barbara Maxwell, Reid Campus Center, Room 202, (509) 527-5208 (office), (509) 529-1082 (home)**

Barbara Maxwell, serving as the Sexual Misconduct Prevention Coordinator, is one of the primary points of support for a student who alleges sexual misconduct. The Sexual Misconduct Prevention Coordinator will:

- Provide information and support in a confidential manner to a student who has experienced an incident of sexual misconduct
- Inform students about counseling and medical resources both on campus and in the community
- Assist students who choose to report an incident of sexual misconduct to the Walla Walla Police Department or other law enforcement agencies
- Accompany students who wish to obtain no-contact directives, requests for safe housing including alternate campus housing, and academic adjustments to the Dean of Students Office
- Accompany students who wish to file a formal complaint to the Title IX Administrator
- Serve as adviser to a complainant throughout the sexual misconduct investigation and adjudication process when requested

*The Sexual Misconduct Prevention Coordinator will provide anonymous information for required Clery Act reporting and, if appropriate, for timely warning notice to the campus of a potential danger.*

**Whitman College Student Health Center, 11 Merriam Street, (509) 527-5295**

The College urges students involved in an incident of sexual misconduct to visit the Student Health Center to seek medical attention or referrals as soon as possible. The Whitman College Student Health Center provides confidential support to all students.

They offer:

- Care for medical and/or psychological injuries
- Referral for advocacy and support services



- Pregnancy testing, emergency contraception (Plan B)
- Referral to area hospitals for evidence collection, sexually transmitted infection testing and treatment, including HIV
- Assistance in accompanying students to the Dean of Students Office to file a complaint when desired

*All Health Center visits are confidential and they will maintain confidentiality according to HIPPA regulations. They will not report an incident to the Dean of Students Office without the student's consent.*

**Whitman College Counseling Center, 502 Boyer Avenue, (509) 527-5195, M-F, 8-5 p.m. To contact a counselor after 5 p.m. on M-F, or on the weekend, please call (509) 527-5295.**

The Whitman College Counseling Center provides free and confidential counseling by mental health professionals. In certain circumstances, students may also arrange mediation within the Counseling Center. The Counseling Center provides:

- After hours emergency consultations by referral from the Health Center at (509) 527-5295
- Scheduled appointments or a daily open hour to meet with students in crisis
- Consultation service for faculty or staff about an urgent situation
- Referrals to outside agencies
- Assistance in accompanying students to the Dean of Students Office to file a complaint when desired

***All Counseling Center sessions are confidential and they will maintain confidentiality according to HIPPA regulations. They will not report an incident to the Dean of Students Office without the student's consent.***

**Whitman Security, 117 Memorial Hall, (509) 527-5777**

Whitman Security is committed to providing a safe campus environment and offers the following services:

- Information about filing a criminal and/or College complaint
- Assistance in contacting the local law enforcement agencies, if requested
- Referral to campus and community resources
- Safety escorts from 7 p.m.-1 a.m. during the academic year
- Collection of information for the Daily Crime Log and for annual Clery Report available at: <http://www.whitman.edu/offices-and-services/security/clery-crime-statistics>

***Whitman Security reports incidents of sexual misconduct to the Dean of Students Office***

**Dean of Students Office, 325 Memorial Hall, (509) 527-5158**

In order to provide a safe learning environment for all students, the Dean of Students Office through the Title IX Administrator will initiate an investigation of alleged sexual misconduct if enough identifiable information about an incident is reported. The Dean of Students Office along with the Title IX Administrator will:

- Provide referrals for physical and/or psychological injuries
- Provide information about filing a criminal and/or College complaint and provide help contacting local law enforcement agencies, if requested.
- Provide referrals to outside agencies and resources upon request
- Initiate no-contact directives, requests for safe housing including alternate campus housing, and academic adjustments

***Investigations of sexual misconduct are conducted with respect for privacy. The name of the students and details of the incident will not be disclosed to anyone other than those involved in the hearing process or those who have a legitimate educational interest.***

**Off-Campus Resources**

**Walla Walla Police, 911 (emergency), (509) 527-1960 (non-emergency)**

The College will inform students of their right to report an incident to the police. The Title IX Administrator, the Sexual Misconduct Prevention Coordinator and/or the Dean of Students Office will assist students who choose to report an incident of

sexual misconduct to the Walla Walla Police Department or other law enforcement agencies. Reporting an incident to the police and preserving evidence does not obligate a person to file a criminal complaint, but a prompt accounting of the event will be helpful if the person does later decide to file a complaint.

### **YWCA of Walla Walla, 213 First Street, (509) 525-2570, (509) 529-9922 (24-Hour Number)**

The YWCA is a community agency that provides comprehensive advocacy services 24 hours a day, seven days a week. The YWCA makes the services below available free of charge to students:

- 24-hour hotline (509) 529-9922
- 24-hour rape/sexual assault medical, legal, and court advocacy
- Individual counseling and support groups
- Safe temporary shelter

### **Local Hospitals**

All local hospitals provide 24-hour emergency medical services and examinations for evidence using a Sexual Assault Forensic Evidence (SAFE) kit. The SAFE kit is most effective within 72 hours of an incident. In order to preserve evidence, it is important not to bathe or shower prior to seeking medical attention. Students should place any articles that could be used as evidence, such as items of clothing, sheets, cushions, etc., in separate bags (paper if available.) Early medical intervention also allows for the detection of hidden injuries, the presence of STDs, and, in the case of women, the detection of pregnancy.

#### **Providence Saint Mary Hospital**

401 W. Poplar Street  
Walla Walla, WA  
(509) 525-3320

#### **Walla Walla General Hospital**

1025 S. Second Avenue  
Walla Walla, WA  
(509) 525-0480

## **Sexual Misconduct Policy**

### **Introduction**

Whitman College strives to provide a safe environment in which students can pursue their education free from the detrimental effects of sexual misconduct, which includes sexual harassment and sexual assault. Therefore, the College seeks to educate students, faculty and staff about these issues and to provide a means of recourse for those students who believe they have experienced such behavior. The College reserves the right to respond with whatever measures it deems appropriate to prevent sexual misconduct and preserve the safety and well-being of its students.

## Purpose

- To define sexual misconduct involving students, which includes sexual harassment, domestic violence, intimate partner violence, stalking, other forms of non-consensual sexual behavior, and sexual assault
- To identify resources and support for students reporting an incident of sexual misconduct
- To establish procedures for filing complaints of sexual misconduct
- To affirm the College's commitment to preventing sexual misconduct
- To respond appropriately when incidents do occur



## Sexual Misconduct Defined

The College prohibits sexual misconduct in any form. Sexual misconduct is a broad term encompassing any unwelcome behavior of a sexual nature that is committed without consent or by force, intimidation, coercion or manipulation. Sexual misconduct can occur between persons of the same or different genders.

Sexual Harassment is defined as unwelcome verbal or physical conduct of a sexual nature that is sufficiently severe or persistent or pervasive such that it unreasonably interferes with, limits or deprives someone of the ability to participate in or benefit from the College's educational programs or employment opportunities. The unwelcome behavior may be based on power differentials (quid pro quo), the creation of a hostile environment or retaliation. A single instance of sexual assault may be sufficient to constitute a hostile environment.

The list of prohibited conduct under this policy includes, but is not limited to, the following:

- Unwelcome sexual advances or propositions that interfere with a student's education or employment opportunities

- Using electronic devices or technology (e.g., cell phone, camera, email, Internet sites or social networks) to record or transmit nudity or sexual acts without a person's knowledge and/or permission
- Committing violence within a relationship (domestic violence or intimate partner violence)
- Excessive unwanted and persistent attention on a regular basis either with electronic devices or in person or other means (stalking)
- Intentionally observing nudity or sexual acts of another person without the person's knowledge or permission (voyeurism)
- Unwanted touching of the genitals, buttocks, or breasts that is intentional or other unwanted touching or groping
- Forcing/coercing someone to touch you or someone else in a sexual manner
- Threatening to sexually harm someone
- Initiating sexual activity with a person who is incapacitated and unable to provide consent due to alcohol and/or drug consumption or other condition
- Inducing incapacitation for the purpose of sexual exploitation
- Ignoring a sexual limit that has been communicated
- Coercing or intimidating someone into sexual behavior
- Sexual assault, including unwanted penetration of an orifice (anal, vaginal, oral) with the penis, finger or objects

## **Consent Defined**

The College defines consent as a freely and affirmatively communicated willingness to participate in sexual activity, expressed by clear, unambiguous words or actions. It is the responsibility of the initiator of the sexual activity to ensure that he or she has the other person's consent to engage in sexual activity. Consent must be present throughout the sexual activity by all parties involved. At any time, a participant can communicate that he or she no longer consents to continuing the activity. Consent may never be obtained through the use of force, coercion, or intimidation or if the victim is mentally or physically disabled or incapacitated, including through the use of drugs or alcohol.

Students cannot assume consent because of the existence of a previous dating or sexual relationship. The use of alcohol or drugs does not diminish a student's responsibility to obtain consent for sexual activity.

## **Filing a Complaint**

Students who have a complaint or who would like information about filing a complaint should contact the **Dean of Students Office Memorial Hall, Room 325, (509) 527-5158**. Prompt reporting of a complaint is strongly encouraged, as it allows rapid response to and resolution of prohibited or objectionable behavior. The passage of significant time between an incident and an investigation can result in memory lapses, the departure of key witnesses or other time-sensitive factors that can impair the investigation.

The Title IX Administrator will coordinate the College's response to reports of sexual misconduct. This includes:

- Making information regarding the Sexual Misconduct Policy and related services available to students in print and via the website
- Assisting complainants and respondents in understanding their rights
- Recommend necessary remedial short-term actions to provide appropriate support and safety. This would include facilitating requests for safe housing, negotiating academic accommodations and providing referrals to on and off campus resources
- Assist students who choose to report an incident of sexual misconduct to the Walla Walla Police Department or other law enforcement agencies
- Investigating reports of alleged sexual misconduct involving students
- Issuing no-contact and no-trespass directives
- Overseeing the adjudication process and if necessary the appeal procedures

**Students involved in an incident of sexual misconduct have the right to:**

**1. A safe environment**

The College will take whatever measures it deems reasonable and feasible to protect the safety of the campus community, and the well-being and rights of students. Such measures may include but are not limited to, modification of living arrangements, changing an academic or work schedule, or no-contact or no-trespass directives.

**2. Respect**

All parties involved in an incident of sexual misconduct will be treated with dignity, respect and fairness.

**3. Be taken seriously**

The College will treat all complaints seriously and will investigate all allegations of sexual misconduct.

**4. Access to College resources and support**

All parties will have full access to campus services designed to assist in such cases, including the Dean of Students office, the Counseling Center and Health Center.

**5. A fair conduct process**

The College will conduct a fair and impartial investigation and adjudication

**6. File a complaint with law enforcement agencies**

The College will provide information about filing a criminal complaint and provide help contacting law enforcement agencies

**7. Freedom from retaliation**

The College will not tolerate any form of harassment, retaliation, and/or intimidation of the complainant or the respondent, or of those supporting either party. Any retaliatory action taken against a complainant or respondent or

against their friends, acquaintances or other persons cooperating in the investigation of a charge of sexual misconduct is a violation of College policy.

## **8. Privacy**

The sexual misconduct hearing is closed to the public. The written statements submitted by both parties are educational documents protected by the Family Educational Rights and Privacy Act.

## **Investigation and Adjudication Process**

When the College has received actual notice of a gender-based complaint such as an incident of sexual misconduct, the Title IX Administrator will initiate an immediate preliminary investigation to determine if there is reasonable cause to charge the respondent, and if so, what policy violations should be alleged as part of the complaint.

1. If the preliminary inquiry does not yield enough evidence to charge the respondent, the complainant will be notified and the case will be closed
2. If there is evidence to support the allegation, the Title IX Administrator will assign an investigator(s) to conduct a thorough, reliable and impartial investigation.
3. The Title IX Administrator will consult with the complainant to determine what interim actions are warranted by the college.
4. The Title IX Administrator will recommend advisers from the Whitman community who have experience with sexual misconduct cases to assist both the complainant and the respondent through the investigation and adjudication processes.
5. In consultation with the Title IX administrator, the investigator will identify alleged policy violations, key issues, and the scope of investigation.
6. The investigator and Title IX Administrator will develop the investigation strategy and outline a proposed timeline not to exceed 60 days.
7. The respondent will be notified of the allegation and the ensuing investigation.
8. Respondents may choose not to participate in the investigation; however, the investigation will proceed and the finding will be based on all the available evidence.
9. Based on information from the investigation, including interviews, supporting evidence and other relevant information, the Title IX Administrator will make a recommendation for a finding using a preponderance of evidence standard.
10. The Dean of Students and/or the Title IX Administrator will meet with the respondent and complainant separately to go over the Title IX report, which will include a finding and recommended range of sanctions, if appropriate. The Title IX administrator will schedule a second meeting with the respondent, ideally within two weekdays, so that the respondent can accept or challenge the finding and/or recommended range of sanctions.
11. If the respondent accepts the finding, the case will be referred to the Council on Sexual Misconduct to decide on a sanction if appropriate. Sanctions that

- do not involve suspension or dismissal can be imposed by the Dean of Students. The complainant has the opportunity to submit or present an impact statement at a sanctioning hearing.
12. If the respondent challenges the finding and/or sanction, the Council on Sexual Misconduct will be convened to decide the case based on information in the investigation report and the statement from the respondent outlining his or her rationale for contesting the finding.
  13. Both parties will be notified of the decision separately within two weekdays of the decision.
  14. Both the complainant and the respondent have the right to appeal the decision of the council within three weekdays after being informed of the decision. See further information at the link below for details concerning the basis for an appeal.
  15. Although individuals may consult an attorney, the College's investigations, hearings and appeal processes are not legal proceedings and attorneys may not be present or participate.

For more information concerning the Council on Sexual Misconduct, the Role of the Adviser, the Hearing Procedures and Appeal Process see <http://whitman.edu/sexualmisconductpolicy>

## **Academic Dishonesty and Plagiarism**

### **Academic Dishonesty defined**

Falsification, misrepresentation of another's work as one's own (such as cheating on examinations, reports or quizzes), plagiarism from the work of others, or the presentation of substantially similar work for different courses (unless authorized to do so), is academic dishonesty and is a serious offense. Knowingly helping other students cheat or plagiarize is also considered academic dishonesty.

### **Plagiarism defined**

Plagiarism occurs when you, intentionally or due to your own negligence, use someone else's words, ideas, or data without proper acknowledgment. To avoid plagiarism, whenever you use exact wording of another author in your written text, you must enclose the words in quotation marks, whether it be a paragraph, a sentence, or merely a well-turned phrase. You must then acknowledge the source in a precise and complete citation. It is not enough to cite the source without indicating by quotation marks that the words are someone else's. It is also not enough to change one or two words in a sentence; that does not make it your own sentence. Another common error is to use another person's ideas or data without indicating the source. Even if you paraphrase the ideas, you must give credit in a citation to their originators. In oral presentations, the original source also should be given proper credit in the form of internal source references and in bibliographic entries. While all of the above applies primarily to plagiarism from texts, scholarly articles,

review, handbooks, encyclopedias, etc., it also applies to the use, either wholly or in part, of another student's paper. The use of another student's ideas or words on an examination or report obviously constitutes plagiarism and is taken seriously by the faculty. Similarly, giving your ideas or words to another student to represent as his or her own also constitutes plagiarism. It is a form of cheating; indeed, it is a form of theft. It indicates dishonesty and a lack of personal integrity, which may affect your reputation in the eyes of your professors as well as your grade.

## **Procedures**

1. When a faculty member judges that an instance of academic dishonesty has occurred, the faculty member shall notify the Dean of Students promptly. The Dean and the faculty member will decide if the student's actions warrant a hearing before the Council on Student Affairs or if the faculty member will decide the penalty. When a student is accused of academic dishonesty, not concerning his or her own course-work, the council on Student Affairs will convene to assess the validity of the charge and the penalty to be assessed.
2. If the accusation of academic dishonesty is handled by the faculty member, he or she will contact the student promptly to notify the student of the accusation and arrange a meeting in which the nature of the violation and the penalty will be explained. The Dean of Students will maintain a record of the outcome, which could be a factor in any future accusations.
3. If the Dean of Students and faculty member are referring the case to the Council on Student Affairs, the faculty member shall meet with the student promptly and explain the accusation of academic dishonesty and notify the student that the Dean of Students, who is the Chair of the Council on Student Affairs, will convene the Council for a formal hearing. The Council will determine the validity of the charge and the penalty to be assessed.
4. Withdrawing from a class does not preclude academic dishonesty proceedings from going forward. At the time of the student's notification that a faculty member has concluded that academic dishonesty has taken place in a course for which the student is currently registered, the student shall also receive notification that withdrawal from that course cannot be final unless and until the student is shown not to have committed academic dishonesty. A student who is shown to have committed academic dishonesty but whose penalty is less severe than an "F" grade in the course may still withdraw from the course.
5. The student shall have the right to challenge an initial decision rendered by the faculty member regarding the charge of academic dishonesty by appealing to the Council on Student Affairs. The Council shall then provide a determination of the validity of the charge and the penalty to be assessed, which shall be the final determination unless it is, in turn, appealed.
6. Near the end of the semester and other cases where there may be extenuating circumstances, the Dean of Students as Chair of the Council on Student Affairs, may adjust the time provisions in these procedures. Care will be taken to ensure that the accused maintains the basic rights of these procedures.

7. For any meetings of the Council on Student Affairs regarding a case of academic dishonesty, the Chair shall ensure that the proceedings are recorded in case of an appeal.

## **Appeal Process**

The student shall have the right to challenge a decision rendered by the Council on Student Affairs, based on the following criteria:

- New evidence not previously considered that would alter the outcome
- Evidence that was inappropriately ruled as inadmissible or admissible that would alter the outcome
- Procedural errors or violations committed that would have altered the outcome

To appeal, the student must petition the Chair of the Faculty in writing, within seven days of the decision stating which of these grounds is being used as a basis for the appeal. The Chair of the Faculty will then act on the petition in one of three ways:

1. The appeal may be rejected.
2. The Chair of the Faculty may decide to hear the appeal and then rule.
3. The Chair of the Faculty may form a panel to hear the appeal.

## **Penalties**

Penalties for academic dishonesty are as follows:

1. In a case where academic dishonesty has been committed by a student concerning his or her own course-work, and where a hearing by the Council on Student Affairs is deemed unnecessary, the faculty member teaching the course in question shall have the discretion to decide what punitive measures to take with a maximum penalty of a grade of "F" in the course.
2. For a first offense, in a case where academic dishonesty not concerning the student's own course-work has been committed by the student, the Council on Student Affairs shall determine the penalty.
3. A second offense of any sort of academic dishonesty may result in expulsion from the college.
4. A student who is found to have committed academic dishonesty in a course from which he or she has withdrawn, shall have this provisional withdrawal cancelled, and shall be penalized in accordance with the above guidelines.

## **Confidentiality**

A report on each case of demonstrable academic dishonesty will be kept in the Dean of Students office while the student is in attendance at Whitman College. Upon graduation or departure from Whitman College, the report will be destroyed, except for those cases in which academic dishonesty constitutes part of the case for

dismissal of a particular student. The purpose of reporting cases of demonstrable academic dishonesty is to provide a temporary record in order to discourage repeat offenses, and to facilitate identification of repeat offenders. All meetings and deliberations pursuant to the judicial procedures and appeals in this policy shall be otherwise kept strictly confidential. Any recordings of meetings shall be destroyed after the appeal deadline has passed.

## Hazing

Hazing is any activity of a physical or psychological nature that is degrading or humiliating to another person. Groups of individuals or individuals acting on behalf of a club, group, organization, or team sometimes use hazing as a way of initiating a person into their respective group. **Hazing does not encourage respect for others and is unacceptable and prohibited by Whitman College.** Oftentimes, perpetrators of hazing activities justify their actions under the auspices of teambuilding; teambuilding supports and respects individual members within a group, hazing does not.

<p><b><i>Hazing ...</i></b></p> <p>humiliates and degrades; tears down individuals; creates division; is exclusive; provokes lifelong nightmares; or encourages shame and secrecy.</p> <p>Hazing is a power trip.</p>	<p><b>vs.</b></p>	<p><b><i>Team Building ...</i></b></p> <p>promotes respect and dignity; supports and empowers individuals; creates cooperation; is inclusive; invokes lifelong memories; and encourages pride and integrity.</p> <p>Team Building is a shared positive experience</p>
---	-------------------	---

To determine whether an activity constitutes hazing, use the following questions as a guide:

- Is this activity unrelated to the educational goals of the team, club, group, or organization?
- Will active or current members of the group refuse to participate with the new members and do exactly what they are being asked to do?
- Does the activity risk emotional or physical abuse?
- Is this activity a prerequisite for membership on your team or in your organization?
- Is there risk of injury or a question of safety?
- Is alcohol used inappropriately?

- Do you have any reservation describing the activity to your parents, to a professor, or a college official?
- Would you have reservations about the Pioneer, Walla Walla Union-Bulletin, or a local television news crew displaying images, stories, or a video stream about your activity?

If the answer to any of the above questions is yes, the activity likely constitutes hazing. Even if there is no malicious intent, safety might still be a factor in traditional initiation activities that upperclassmen consider all in good fun. The college strongly encourages campus groups, organizations, clubs, or teams to review the appropriateness of all activities (planned or otherwise) with their respective sponsor, adviser, or coach. This is particularly important for group leaders who organize activities outside of their sponsor's, adviser's or coach's normal purview.

In states that have laws against hazing, such as the State of Washington, the defendant(s) **cannot use consent of the victim as a defense in a civil suit.**

Consent is not a defense because a participant's agreement to participate in a potentially hazardous activity may not be true consent when considering peer pressure and the desire to be part of a group. <http://apps.leg.wa.gov/WAC/default.aspx?cite=504-26-206>.

The following behaviors and activities would constitute hazing on this campus. It is important to note that **social pressure can constitute forced or requisite participation**, even if the organizers claim that the activity is voluntary.

- Actions that recklessly or intentionally endanger the physical and mental health or safety of students.
- Forced, coerced, or required consumption of any food, liquor, drug, beverage, water, or any other substance.
- Forced, coerced, or required participation in physical activities, such as calisthenics, exercises, or so-called games.
- Forced or required conduct that could embarrass or adversely affect the dignity of the individual, including the performance of public stunts and activities.
- Forced exposure to the weather.
- Excessive fatigue resulting from sleep deprivation, physical activities, or exercise.
- Assignment of activities that would be illegal or unlawful, or might be morally offensive to new members.
- Physical brutality, including paddling, striking with fists, open hands, or objects, and branding.
- Kidnapping against a person's will, and forced transportation or stranding of individuals.
- Verbal abuse, including "line-ups" and berating of individuals.
- Forced or required clean-up work or labor created for new members.
- Denial of sufficient time to study.
- Forced or required nudity or lewd behavior.

It is important to note that current or former students participating with new or prospective group members in any of the above activities can still constitute hazing. New and returning members should also be aware that according to federal hazing laws, not only can the individuals involved in the act of hazing lose all financial aid, but the person they haze also can lose all financial aid, regardless of consent or voluntary participation.

The college will pursue disciplinary action in all cases of suspected hazing. The college considers disciplinary action at the college level to be independent from other court proceedings, and action may be instituted against a student also charged in civil or criminal courts based on the same facts that constitute the alleged violation of the Code of Conduct. For more information on hazing, visit the Dean of Students Office or hazingprevention.org.

## **Prevention and Education**

The college conducts an annual mandatory training for faculty, students, and staff who participate in the adjudication for sexual misconduct cases. The training is designed to help the participants gain an understanding for the role of the council member or adviser, to become familiar with the sexual misconduct policy, and to become aware of the sensitive nature of sexual misconduct hearings and issues of confidentiality.

**Green Dot** is a violence reduction program that encourages bystanders to be actively engaged in making the campus a safe place for everyone. The basic concepts are very simple: **red dots**, which are brief moments in time when someone's words or actions contribute to violence or display apathy or indifference in the face of potential violence, are unwanted; **green dots**, which are brief moments in time when someone's words or actions make our campus safer and express intolerance for unsafe behaviors, are encouraged. All entering students participate in a 45-minute introduction to the Green Dot program during new student orientation and learn the basics of "doing Green Dots." A number of students are also nominated to participate in an-depth Green Dot bystander training seminar each semester. In essence, Green Dot is about being actively engaged and making the safety of each individual the responsibility of our whole community.

## **Alcohol**

Alcohol use continues to be an issue of concern on college campuses all across the country. Its abuse by Whitman students is strongly discouraged because such behavior is counterproductive to the goals and mission of the college. Whether or not students choose to drink alcoholic beverages is their personal decision; however, individuals are held personally accountable for their actions at all times. The primary objectives of the college's policy and procedures on alcoholic beverages are (a) to promote responsible behavior and attitudes among all members of the college community, (b) to educate students concerning the use and effects of alcoholic beverages in order to promote responsible decision-making, and (c) to help individual students experiencing difficulties associated with the use of alcohol.

## **Regulations Concerning Alcohol**

1. There shall be no drinking of alcoholic beverages and no open containers of alcoholic beverages in public places on the college campus or public areas in campus buildings. Exceptions may be made on an event-by-event basis under the following conditions:
  - a. The use of alcoholic beverages will be in full compliance with the Washington State Law.
  - b. The event is sponsored by a college-affiliated organization or an organization that has reserved the facility according to college procedures.
  - c. A college faculty or staff member assumes responsibility for the event and agrees to be present for its duration.
  - d. The department, division, office, or administrator responsible for the facility being requested agrees to the terms of the use of alcoholic beverages and the facility.
2. No ASWC fees or residence hall fees may be used for the purchase of alcoholic beverages.
3. Students and student groups must avoid the direct or indirect sale of alcoholic beverages.
4. Students will be held directly responsible for the destruction of personal or public property, the violation of the safety or rights of other persons, or the violation of any other campus regulations which may occur while they are under the influence of alcohol. Excessive consumption and/or purchasing large quantities of alcoholic beverages are considered a violation of the alcohol policy.
5. Students should be familiar with the Washington State law that governs the use and purchase of alcohol (see below).

### **Washington State Law**

Students should know that the Alcoholic Beverage Laws of the State of Washington and the City of Walla Walla specify the following:

It is unlawful for people under the age of 21 years to acquire or have in their possession or consume any liquor except that given to them by their parents or guardian or administered by their physician or dentist for medicinal purposes. It is a violation of the State Liquor Act punishable by a maximum fine of \$5,000 or imprisonment, or both, for any person under the age of 21 years to purchase alcoholic liquors or to enter or remain on the premises of any establishment licensed to sell liquors at retail. The sale of alcoholic liquor to minors is a gross misdemeanor and the giving or supplying of alcoholic liquor to people under the age of 21, either for their own use or for the use of any other person for consumption on the premises or anywhere else, is a gross misdemeanor. The misrepresentation of age and the use of false or forged

documents to obtain alcoholic beverages are gross misdemeanors punishable by a maximum fine of \$5,000.

## **Drugs**

The possession, use, or distribution of illegal drugs or other controlled substances is a violation of the law. The college has chosen to take a strong stand against the use of controlled substances because of the significant risks that students assume when deciding to use them. Many of these substances are physically or psychologically addicting; the composition of "street" drugs can never be determined by the user and is often dangerous; strictly enforced laws and policies can lead to serious consequences for even the experimenter or occasional user. For example, jail sentences may be imposed, fines may be levied, and one's status with the college as well as future employment opportunities may be jeopardized. The negative personal consequences that can happen to a student far outweigh any brief exhilaration or escape. The college strongly believes that any use of controlled substances is antithetical to the growth and development of students and contrary to the mission of Whitman College. Some drugs and substances, although not illegal, may also cause harm and are dangerous to use. The college may apply disciplinary procedures to students who abuse these substances.

The college recognizes that substance use and abuse can cause serious problems for students, and wishes to provide information or personal assistance to anyone who seeks it. Current information regarding abuse is available from the Health Center. Personal counseling and referral to community resources are available in the Counseling Center and the Health Center.

## **Regulations Concerning Drugs**

It is a violation of college policy to use, possess or distribute any illegal drug or controlled substance, except as expressly permitted by federal law. Any student choosing to violate this policy, or the laws of the State of Washington, should be prepared to accept the consequences of his/her decision. The college reserves the right to pursue legal and/or its own judicial action should students violate the law or this policy.

## **Other Prohibited Conduct**

### **Disruptive Conduct**

Lewd, indecent, obscene expressions or disorderly conduct that infringes on the rights of others or disrupts the educational mission of the college is prohibited.

### **Disruption of College Activities**

Obstruction or disruption of teaching, research, administration, disciplinary procedures or other college activities, including its public service functions or other authorized activities on or off college premises, is prohibited.

## **Failure to Comply**

Failure to comply with the directions of college officials acting in performance of their duties is prohibited.

## **False Information**

Dishonesty and knowingly furnishing false information and including false identification on college forms is prohibited.

## **Firearms, Explosives, and Other Dangerous Weapons**

No firearms or ammunition are permitted in outdoor areas of the campus or in any college-owned student-occupied buildings, including all fraternities and rentals, or in conjunction with any college-sponsored activity.

For the purpose of this policy, “bb” guns, illegal knives, blowguns, swords, slingshots, bows and arrows, crossbows, and similar devices are considered “dangerous weapons,” and their possession and use are prohibited.

Explosives of any type, including “fireworks,” “firecrackers,” “cherry bombs,” “bottle rockets” and the like, are prohibited at all times.

The only three exceptions to this policy are 1) law enforcement officers in the course of their duty; 2) firearms, explosives and other dangerous weapons used by faculty for educational purposes, and 3) students using firearms, explosives and other dangerous weapons for educational purposes who have received prior permission from the Dean of Students.

Items such as paint guns, paint balls, darts, knives, mace, and pepper spray used inappropriately, or in contexts for which they are not intended, will be treated as dangerous weapons. All firearms, explosives, and dangerous weapons will be confiscated.

## **Forgery of Documents**

Forgery, alteration or misuse of college documents, records, or identification is prohibited.

## **Harassment**

Covert or overt abuse, harassment, or intimidation of members of the college community or others is prohibited. This includes, but is not limited to, harassment on the basis of race, ethnic origin, disability, creed, gender, or sexual orientation. See the Grievance Policy (on page 52) for more information about harassment and how to report.

## **Harm to Persons**

Actions which result in or have the potential to cause physical harm or create conditions that pose a risk of physical harm or cause reasonable apprehension of physical harm are prohibited.

Conduct which threatens to cause harm, or creates hazardous conditions for others, such as dropping, throwing, or causing objects or substances to fall from windows, ledges, balconies or roofs is also prohibited.

### **Theft and Property Damage**

Theft or damage to property of the college, a member of the college community, or others is prohibited.

## **Disciplinary Procedure**

The procedures to be followed for enforcing the college's rights and responsibilities fall into five general categories:

1. Violations of college regulations and policies
2. Violations of regulations by student organization
3. Violations of regulations for residence halls
4. Sanctions
5. Summary dismissal

### **1. Violations of College Regulations and Policies**

When a student is charged with the violation of a college rule or regulation, the matter will be handled as indicated below. The Student Conduct Administrator referred to herein will be designated by the Dean of Students. A student may be accused and subject to the procedures below at any time while enrolled at the college. The procedures below are superseded by other procedures in this handbook in cases of sexual harassment, sexual misconduct or academic dishonesty.

- a. An appointment between the student and the Student Conduct Administrator will be arranged.
- b. In the meeting with the Student Conduct Administrator, the student will be told what policy was allegedly violated and receive a description of the incident including time, date, location, and summary of the evidence. The student will also receive a copy of the pertinent policy section of the Student Handbook, be informed of his/her rights, have the charges explained and options outlined, and have the opportunity to make a statement and ask any pertinent questions. Students who fail to appear at the appointed time or fail to reschedule the appointment will receive written notice of the charges, with all of the above information included, and the opportunity to appear in person before the Student Conduct Administrator within two class days of receipt of the notice. Failure to respond at this time will result in the student waiving the right to a hearing and being assessed an appropriate sanction by the Student Conduct Administrator based on the evidence available.

- c. The above initial meeting will result in one of four possible outcomes:
  - i. The Student Conduct Administrator may dismiss the charges.
  - ii. The student may accept responsibility for the violation and have a sanction imposed by the Student Conduct Administrator. Such a disposition of the case shall be final, and there will be no subsequent proceedings or appeals.
  - iii. The student and the Student Conduct Administrator may agree to continue the meeting at a future time. At this subsequent meeting the student may make a statement, present witnesses, and have an adviser (who must be a student or college employee) present. Within two class days of this second meeting the Student Conduct Administrator will inform the student of the decision in writing with an imposed sanction if applicable. This decision may be appealed to the Dean of Students within five class days of its receipt.
  - iv. The student may elect a formal hearing before the Council on Student Affairs. The Student Conduct Administrator may refer the case to the Council on Student Affairs if the case warrants it. Up until the time the Council on Student Affairs meets to hear the case referred to it by the student, the student may change his/her mind and have the case proceed as in No. iii above.
- d. If the student chooses a hearing before the Council on Student Affairs, or the case is referred to the Council on Student Affairs by the Student Conduct Administrator, the procedure will be as follows:
  - i. The Student Conduct Administrator will provide the student with a written summary of the evidence and charges, a notice of the time and place of the hearing, the names of adverse witnesses, and a list of names of members of the Council on Student Affairs. The hearing will not occur less than 72 hours after the student receives the notice. The student may challenge any voting member of the Council for cause. The Chair of the Council on Student Affairs will rule on all such challenges.
  - ii. At least 48 hours prior to the hearing the student must provide the Student Conduct Administrator with the names of witnesses to be called, if any. However, at any time prior to the hearing the student or the Student Conduct Administrator may introduce new evidence or witnesses with due notice to the other party.
  - iii. The student may choose an adviser from the Whitman College community (student or employee) to help prepare his/her case. This adviser may be present at the hearing but may not speak aloud. The adviser may only consult with the student.
  - iv. Other than the student and the Student Conduct Administrator, who will present the case to the council, only those others who are called on by the Council on Student Affairs to present information relating to the case will be allowed to testify. The Chair of the Council on Student Affairs will rule on all such questions.

- v. A quorum of the Council on Student Affairs for the purpose of the hearing shall be two-thirds of those members eligible after challenges have been ruled upon.
  - vi. At the hearing the statements of charges and supporting evidence will be presented by the Student Conduct Administrator and reviewed. The student may make a statement and present evidence and witnesses in his/her defense. The Student Conduct Administrator or Council on Student Affairs may question the student and any witnesses. The student may choose not to answer any questions. The student shall be given the opportunity to submit in writing any questions that he/she would like asked of any witness.
  - vii. If the student fails to appear at the hearing, the Council on Student Affairs may proceed in his/her absence and may assess an appropriate sanction based on the evidence available.
  - viii. All decisions by the Council on Student Affairs will be by a two-thirds vote of those eligible and will be based only on the evidence presented at the hearing. The standard of evidence to be used by the Council in reaching determinations of responsibility shall be a "preponderance of evidence."
  - ix. After the deliberations the Chair of the Council on Student Affairs will inform the student in writing of the decision within two class days of the hearing. Notification will include a sanction if applicable.
  - x. A decision by the Council on Student Affairs may be appealed by a student who is the subject of disciplinary action by the council when:
    - New evidence not previously considered that would alter the outcome
    - Evidence that was inappropriately ruled as inadmissible or admissible that would alter the outcome
    - Procedural errors or violations committed that would have altered the outcome
- e. To appeal, the student must petition the Chair of the Faculty in writing, within seven days of the decision stating which of these grounds is being used as a basis for the appeal. The Chair of the Faculty will then act on the petition in one of three ways:
1. The appeal may be rejected.
  2. The Chair of the Faculty may decide to hear the appeal and then rule.
  3. The Chair of the Faculty may form a panel to hear the appeal.
- f. Near the end of the semester all of the above time provisions may be altered by the Student Conduct Administrator in consultation with the Dean of Students. However, care must be taken in such cases to ensure that the accused maintains the basic rights of these procedures.

## **2. Violations of Regulations by Student Organizations**

Student organizations and activities are subject to the supervision of the Dean of Students. Regulations for organizations and activities have been established by the Dean of Students, the faculty, and other student and college committees or organizations. They appear elsewhere in this handbook. Violations of these duly established regulations by organizations will be handled according to one of the following means:

- a. The Interfraternity Council is responsible for dealing with all interfraternity disputes and all violations of the Interfraternity Council Constitution by individual fraternities or fraternity members. A fraternity member who violates college regulations and policies, except those concerning plagiarism or sexual misconduct, may be referred to the Interfraternity Council's Conduct Officer by the Dean of Students, provided the member has signed a conduct privacy release form from the Interfraternity Council. The Conduct Officer may meet with the fraternity member and/or his Chapter President, and has the authority to develop sanctions and/or punishments for the fraternity member pursuant to approval from the Dean of Students. The Dean of Students or his/her designee will decide whether to involve the Interfraternity Council's Conduct Officer on a case-by-case basis. However, Interfraternity Council involvement in an individual's conduct violation does not preclude his fraternity or the college from holding further hearings or imposing additional sanctions. Final decisions regarding sanctions for the fraternity member shall rest with the Dean of Students, who will review Interfraternity Council rulings for consistency with college regulations and fairness. Individual students or a fraternity may appeal an Interfraternity Council decision to the Dean of Students. In addition, the Dean of Students or his/her designee may investigate any alleged violations of college policy, hold hearings, and impose sanctions on fraternities or their members.
- b. The Panhellenic Judicial Board is responsible for dealing with all Panhellenic disputes and all violations of the Panhellenic Constitution by individual sororities and sorority members. Panhellenic Judicial Board rulings are to be reviewed by the Dean of Students for consistency with college regulations and fairness. Individual students or a sorority may appeal a Panhellenic Judicial Board decision to the Dean of Students. In addition, the Dean of Students or his/her designee may investigate any alleged violation of college policy, hold hearings and impose sanctions on sororities or their members. A sorority or a member of a sorority has the option of a hearing before the Student Conduct Administrator or the Panhellenic Judicial Board.
- c. Violations of the constitution of the Associated Students of Whitman College, or allegations of individual students or student organizations against the Associated Students of Whitman College, are the responsibility of the Dean of Students.
- d. All other violations of college policy by student organizations are the responsibility of the Dean of Students. In dealing with such cases student organizations have the

right to know the charges against them, to respond to charges, to present witnesses on their behalf, and to appeal decisions of the Dean of Students to the Council on Student Affairs.

### **3. Violations of Regulations for Residence Halls**

Residents of and visitors to college residential facilities are subject to the supervision of the Dean of Students. Regulations and procedures for enforcement of conduct violations have been established by the Dean of Students and various living group councils or other college committees.

The primary concern of the Residence Hall staff is the community living environment. If an individual's behavior does not allow others in the community to benefit from the available college experiences, or infringes upon the rights of others, the staff must intervene. Individuals must be confronted with the inappropriateness of their behavior in the most constructive and educational ways possible and be helped to understand the impact that it has on others. Accordingly, detailed procedures for enforcing residence hall regulations have been developed and are available in the Office of Residence Life. These include the initial responsibility of confronting disruptive behavior by peers and the intervention of residence hall staff, the college administration, and college-wide hearing boards when necessary.

Specific regulations are covered in the Residence Hall Agreement that each student signs as one of the requirements for living in a residence hall. [whitman.edu/content/residence\\_life/basic-information/residence-hall-agreement](http://whitman.edu/content/residence_life/basic-information/residence-hall-agreement)

### **4. Sanctions**

The severity of any disciplinary action shall depend not only on the seriousness of any individual violation but also on the complete record of campus citizenship of the student involved. The categories of official disciplinary action are:

- a. **Dismissal or Expulsion** – Permanent termination of student status.
- b. **Suspension** – Removal from the college for a definite period of time with reinstatement dependent upon the fulfillment of stipulated conditions.
- c. **Conduct Probation** – Terms of probation will be set by the Council on Student Affairs, the Dean of Students, or the Student Conduct Administrator.
- d. **Suspended Conduct Probation** – Probationary status under the terms of which any further violation of good conduct by the student involved may result in the immediate application of conduct probation or a more severe penalty.
- e. **Other Official Action** – This may include verbal warning, written warning, loss of privileges, restitution of damages, prohibition of participation in commencement exercises, withdrawal of permission to re-enroll, or other action appropriate to the offense.

### **5. Summary Dismissal**

The President of the college shall have the authority, when there is just cause, to summarily dismiss a student from the college.

## Maintaining a Safe Campus

### Medical/Administrative Leave

The college reserves the right to place a student on temporary leave if the behavior of that student jeopardizes or disrupts the normal activities of other students or the college.

### Safety and Emergencies

Whitman College is a friendly community of people who know, respect, and watch out for each other. The staff of the Office of Security plays an important role in ensuring the safety of students, faculty, staff members, and visitors to campus.

Whitman is a small college in a small town. This fact can create a false image of security. You should keep your door locked when you are not in your room. Report any incidents, attacks, or threats to your Resident Assistant, Resident Director, or the police immediately. Incidents also should be reported to Security (509) 527-5777.

**In case of emergency, dial 911 from any phone on campus.**

Don't walk alone at night. Campus Security is on duty 24 hours a day, and at night staff is available to escort you (509)-527-5777. Stay alert and take precautions, especially during times of the year when you are keeping odd hours. To become familiar with the faces and names of security staff, consult the Security Office Web page at [whitman.edu/content/security/staff](http://whitman.edu/content/security/staff).

Security phones (known as blue light phones) are located in several areas of the campus. Please do not hesitate to use them in a criminal, fire, or medical emergency. If you do have an emergency, push the red button and this will activate the phone. A police dispatcher will then come on the line to assist you. Please stay on the line until the police, fire or medical personnel arrive. You also can use this phone for minor emergencies such as requesting an escort or reporting a theft. To make a call, push the black call button to get a dial tone, and then enter 5777 to reach the Security Office. After your call has been completed push the call button again to hang up the phone. Please stop by the Security Office in Memorial 117 if you have any questions about campus security.

All students' rooms are subject to inspection for reasons of safety, health, and maintenance. The college is not responsible for money, jewelry, or other valuables in your room. Cash may be deposited in the Business Office for safekeeping on a temporary basis.

### Fire Safety

College buildings are provided with fire alarms, fire extinguishers, and other forms of fire safety equipment in order to ensure the safety of all persons associated with the

college. The college regards any tampering with fire safety equipment as a serious offense which potentially endangers the lives of hundreds of students. For this reason the following regulations have been established.

1. Dangerous or malicious misuse of fire in college buildings such as the burning of material in waste baskets or on bulletin boards, damaging fire doors, etc., is viewed as serious misconduct by the college. Anyone found responsible for these actions will be subject to disciplinary action.
2. The removal, possession, destruction, theft, or misuse of fire safety equipment such as fire alarms, fire exit signs, smoke and fire detector alarms, and similar safety equipment shall be subject to disciplinary action.
  - a. It is a city ordinance that anyone tampering with fire extinguishers in any fashion is subject to a fine of \$500 and/or 30 days in jail. Persons found to be misusing fire extinguishers may be reported to civil authorities in addition to the penalties set above.
  - b. The setting of false alarms is a misdemeanor punishable by civil authorities with a fine of up to \$500 and/or 30 days in jail. Persons found to be setting off false alarms will be reported to civil authorities for civil action in addition to the penalties set above.
3. For the purposes of the above regulations and penalties, fraternities are considered to be college residences.

Do not ignore fire drills; they serve a purpose. Hall residents are expected to participate in fire drills for their own protection.

**If you discover or suspect a fire, sound the alarm.**

- Go to a fire alarm box and pull the lever.
- If the alarm does not operate and you are not in immediate danger, shout and knock on doors.
- Call the fire department when you are out of danger (911).

**If you hear a fire alarm, leave the building.**

Walk; do not run to the nearest stairway. If the nearest exit is blocked by smoke, heat or fire, go to an alternate exit. If all exits from the floor are blocked, go back to a remote room, close the door and open the windows. They should be opened slightly to let out heat and smoke and to let in fresh air. Hang a sheet or towel out of your window so the fire department knows you are there.

**Safety**

Climbing on campus buildings, including rooftops, potentially endangers members of our community. Therefore the following behaviors are prohibited:

- Use of a fire escape, except in emergency situations, is prohibited.
- Students are not allowed on campus rooftops, except with written permission.
- Climbing on campus buildings except in specified activities on the climbing wall is prohibited.

## **Buildings and Grounds Usage**

### **1. General use of Campus Areas and Facilities**

- a. Members of the college community may reserve and use areas and facilities of the campus in accordance with established procedures.
- b. Those who are not members of the college community may use college facilities when invited by a member or an organization of the college. Request for use and rental of campus facilities may be made according to established procedure.
- c. Use of buildings and grounds must not disturb regular college functions or approved activities, nor interfere with movement to and from activities or facilities.
- d. All fire regulations and room capacities must be observed.
- e. Volume of amplification used in outdoor areas should be adjusted to reach only the audience present and should not interfere with other activities or the educational program of the college.
- f. Sleeping or camping on campus grounds in sleeping bags, tents, lean-tos, and similar structures is forbidden without prior approval from the Dean of Students.
- g. Park bicycles only in areas specifically designed for bike parking. (i.e. designated bike racks). Do not attach bicycles to stair or ramp railings, garbage containers, light poles, or other fixtures not intended for bicycle parking.

### **2. Accessibility**

Elevators are available for anyone who has a temporary or permanent condition which makes it difficult to walk up stairs. Students who have questions about access issues should contact the staff in the Academic Resource Center, Memorial Building 327.

### **3. Scheduling and Reservation of Space**

- a. Scheduling of facilities by on-campus groups may be made through the Conferences and Events Coordinator or through the Registrar for classrooms, Monday through Friday between 8 a.m. and 4 p.m.
- b. Off-campus groups may arrange to use college facilities through the Conferences and Events Coordinator, according to the rental rate schedule available in that office.
- c. Priority for use of college buildings and grounds shall be:
  - i. Regularly scheduled classes granting Whitman credit.
  - ii. Programs sponsored by the college – related to its academic interests.

- iii. Activities sponsored by ASWC or other college recognized or affiliated organizations.
- iv. Noncollege-related groups or individuals.

#### **4. Soliciting**

- a. Campus Organizations
  - i. Members of the college community may collect dues, initiation fees, and admission charges where they are applicable.
  - ii. Members of the college community interested in selling products please contact staff at Conferences and Events.
  - iii. Members of the college community may solicit donations.
  - iv. Official alumni and other college-related organizations may raise funds in accordance with established procedures.
- b. Off-campus Groups
  - i. Nonmembers of the college community may not sell products or services on the campus except:
    - 1. in the Reid Campus Center where permission of the Associate Dean of Students has been obtained;
    - 2. in the Residence Halls where permission of the Director of Residence Life has been obtained; or
    - 3. in other locations where an appropriate rental agreement has been prepared by the college Treasurer.
  - ii. Nonmembers of the college community may not raise funds on the campus. However, the college President or his designee may approve a limited number of fundraising programs for charitable organizations and public service agencies.

#### **5. Posting**

- a. In order to provide for free expression on the campus, yet to prevent damage to college property and to avoid public confusion as to the college's official positions, the following regulations have been established:
  - i. Signs may be attached to the tennis court fence, on stakes placed in the interior of the campus, and on bulletin boards.
  - ii. Students and student organizations have the responsibility to indicate that they speak only for themselves. The name of the sponsoring organization should clearly appear on all posters, signs, etc.

- iii. Signs, banners, posters, flags, and the like will not ordinarily be displayed on college buildings or doors. An exception may be made for signs publicizing college-sponsored events of interest to the public. Such signs may be attached to certain college buildings with the prior permission of the Dean of Students.
- iv. No posters, painting, or other materials are permitted which will deface college property in any way, either as a result of the sign itself, or in the manner placed. No sign may be attached to plaster walls in the interior of any building. Use bulletin boards only.
- v. All signs must be removed by a representative of the organization placing the sign not later than one day following the event.
- vi. The display of signs or embellishments of any type are inappropriate to the most formal exercises in the life of the college, such as Convocation, Baccalaureate, and other public performances. Exceptions may be made with permission from the Dean of Students.
- vii. Questions concerning these policies should be addressed to the Dean of Students.

## **6. Circulars and Handbills**

- a. Circulars and handbills may be distributed by members of the college community on the college campus.
- b. Distribution of circulars and handbills shall not interfere with the educational program or other events and activities, nor interfere with movement to and from activities or facilities.

## **7. Visiting Speakers**

- a. Any faculty or recognized student group may invite any speaker to the campus. Routine procedures are required by the college before a guest speaker is invited to appear on campus. These procedures are designed to ensure that there is orderly scheduling of facilities and adequate preparation for the event, and that the occasion is conducted in a manner appropriate to an academic community. The appearance of any invited speaker does not involve any endorsement, either implicit or explicit, of his/her views by the institution, its faculty, its administration, or its governing boards. No speaker should be scheduled by any group or person before first checking the scheduling calendar at the Campus Events Office (509) 527-5251 in the Reid Campus Center.

## **8. Other**

- a. All appropriate facilities and services of the college are available to all regularly enrolled students. Students who are on leave or enrolled in some program not offered on the campus are not regularly enrolled students and

- are not entitled to share in such facilities and services as are provided for enrolled students.
- b. Unauthorized entry to or use of college facilities is prohibited. Students do not have access to their rooms during Winter or Spring Breaks. Unauthorized use of facilities during these times is considered unlawful entry.
  - c. Unauthorized possession or use of college keys or duplication of any college key is regarded as a serious offense, and appropriate action will be taken by the college. The misuse of college keys endangers the security of the personal effects of individuals residing in residence halls as well as that of college property.
  - d. No pet shall be allowed on campus unless it is leashed or under the close and continuous supervision and control of its owner. No pets may be tethered to a tree, post or any other object. Security will call Animal Control if pets are found to be tethered or running loose and unattended on campus.

## **Information Technology Policies**

The computer and networking resources are the property of Whitman College. Whitman students are entitled to an account to access those resources. The account is for the exclusive use of the person who is assigned the account and password. Lending of an account to another person is not permitted, and is considered to be a violation of college policy and may result in disciplinary action. All students should read the Information Technology Policies. They can be accessed through the following site: [whitman.edu/content/wcts/policies/](http://whitman.edu/content/wcts/policies/). These policies include Whitman's compliance with the Higher Education Opportunity Act regulations addressing peer-to-peer file sharing and an Acceptable use policy. The last three sections of the Acceptable Use Policy, parts III, IV, V, are particularly important to students and are listed below.

### **III. Conduct**

Activities that violate the Acceptable Use Policy include, but are not limited to, those in the following list:

1. Using a computer account that does not rightfully belong to you.
2. Violating copyright laws and their fair use provisions through inappropriate reproduction or distribution of copyrighted files (including movies, music, computer software, text, and images). For further information go to [whitman.edu/content/copyright/policy](http://whitman.edu/content/copyright/policy).
3. Using the Campus Information Technology (IT) infrastructure to gain unauthorized access to other computer systems.
4. Unauthorized connecting of equipment to the campus network (this includes personal hubs in rooms).
5. Attempting to break into the system by circumventing data protection schemes or uncovering security loopholes. This includes the wrong use of programs that are designed to identify security loopholes and/or decrypt intentionally secure data.

6. Knowingly or negligently performing an act that will interfere with the normal operation of computers, terminals, peripherals, or networks.
7. Attempting to damage or to place excessive load on a computer system or network by using programs, such as (but not limited to) computer viruses, Trojan Horses, and worms.
8. Deliberately wasting or overloading computing or printing resources, or deliberately using excessive bandwidth on the network.
9. Violating terms of software licensing agreements.
10. Using college resources for nonacademic commercial activity such as creating products or services for sale, without expressed college approval.
11. Using electronic mail or other Information Technology resources to abuse, harass, or intimidate members of the college community and others on any basis including race, ethnic origin, creed, gender, or sexual orientation. Users are reminded that sexually suggestive materials displayed inappropriately in public places, the classroom, or the workplace may constitute sexual harassment.
12. Propagating mass mailings with the intent of flooding ("spamming" or "bombing") the accounts of others.
13. Forging the identity of a user or machine in an electronic communication.
14. Transmitting or reproducing materials that are slanderous or defamatory, or that otherwise violate existing laws or college regulations.
15. Attempting to wrongfully monitor or tamper with another user's use of the college's Information Technology infrastructure (such as reading, copying, changing, or deleting another user's files or software) without the knowledge and agreement of the owner.

#### **IV. Authorization**

1. Personal use of Whitman College computing resources by staff employees during working hours is an issue that will be determined by the employee's supervisor.
2. Use of college computing and network facilities for nonacademic commercial monetary gain requires the approval of the college and may require a written contract that gives full details of any financial obligation and/or charge for use, if any.
3. Connecting network devices, such as "network hubs" to the campus system will require authorization from the Chief Information Officer (CIO) or his/her designee.
4. Setting up a domain on a computer located on the Whitman College network will require authorization from the Chief Information Officer (CIO) or his/her designee.
5. Authorization decisions may be appealed to the appropriate Dean or supervisor.

#### **V. Enforcement of Policies**

Failure to comply with any of the above policies may result in termination of network privileges, college disciplinary action, and/or criminal prosecution.

It is understood that users may unwittingly create problems for others by, for example, employing programs that monopolize the network bandwidth. In such cases the Chief Information Officer or his/her designate will contact the user and explain why and how the user needs to modify his or her electronic behavior. A policy clarification letter may be written. In cases of repeated problematic behavior, the Chief Information Officer may recommend to the appropriate Dean or supervisor that a formal warning be placed in the user's college record. If so, the user will be notified of this recommendation and will be allowed the opportunity to provide a response to the recommendation in advance of the Dean's/supervisor's decision.

Access to computing resources may be suspended temporarily at any time by the Chief Information Officer (or his/her designate), if there is clear evidence to suggest that the resource(s) are being used in a manner that seriously compromises the security and/or integrity of the resource(s). In such a case, the owner of the account will be sent notification of this action within 12 hours and assisted in extracting such files as are immediately needed (e.g., for class assignments) and/or establishing a new, secure account, as appropriate.

Upon suspension, a user shall discuss the issue with the Chief Information Officer (or his/her designate) in order to reestablish an account. The account shall be reestablished within one business day of a satisfactory conclusion to this meeting. If the account is not reestablished to the user's satisfaction, he or she may appeal to the appropriate office of the college. The Chief Information Officer (or his/her designate) also may choose to refer the case for disciplinary action in accordance with established procedures. For faculty or staff, see appropriate handbook.

## **Motor Vehicles**

No motor vehicle, including motorcycles, motor scooters, etc., shall be parked or driven on the grass, walks, or pathways on campus. Motorcycles and motor scooters must be parked in authorized parking areas. Fire regulations do not permit parking in buildings. Students are urged to use campus parking as a courtesy to neighbors.

## **Smoking**

Smoking is not allowed in any building on campus, or within 25 feet of an entrance.



# Offices and Resources

---

## **Academic Resource Center**

[whitman.edu/content/academic\\_resources](http://whitman.edu/content/academic_resources)

Memorial 325  
(509) 527-5213

Your success at Whitman will depend on how effectively you use your time and the resources available to you. The Academic Resource Center (ARC) – home to premajor advising, the Student Academic Advisers (the SAs), the tutor program, academic counseling, and disability support services – is the place to go for academic advice and support. At the ARC, you can pick up planners to help you schedule your semester, lay out your major requirements, create a tentative four-year plan, ask questions about classes or academic advising, or try out concept-mapping software to help you organize your thoughts for an upcoming paper. The ARC staff also can provide personalized assistance in helping you stock your “academic toolbox,” by adding study skills strategies, schedule planning, goal setting, improved concentration techniques, motivation, and test preparation. They also answer general questions about academics at Whitman as well as questions about accommodations for students with disabilities. Stop by the ARC and see what techniques and strategies best fit your needs as a learner.

## **Disability Support Services – Academic Resource Center**

[whitman.edu/content/academic\\_resources/disability\\_services](http://whitman.edu/content/academic_resources/disability_services)

Memorial 325  
(509) 527-5213

Whitman College is committed to providing access to its programs and facilities for students with disabilities. The staff in the Academic Resource Center is responsible for providing support to, and appropriate accommodations for, students with learning, physical, and/or psychological disabilities. If you have a disability, please contact Director Julia Dunn ([dunnjl@whitman.edu](mailto:dunnjl@whitman.edu)) to learn about all the resources available to assist you, and to schedule an appointment at the beginning of each semester to assess your needs. You also may decide to participate in the Project Eye to Eye Chapter, which mentors local elementary students with learning disabilities, or to be paired with an upper class students with a disability to help mentor and support you during your first year. The college's disability policy and procedures is available online at [whitman.edu/content/academic\\_resources/disability\\_services](http://whitman.edu/content/academic_resources/disability_services).

## **Admission Office**

[whitman.edu/admission](http://whitman.edu/admission)

Penrose House, 515 Boyer Ave.

Toll Free (877) 462-9448

(509) 527-5176

You are here due in large part to the efforts of the Admission Office. We believe that all students admitted to the college have the potential to succeed. If you are interested in helping with their efforts, please contact the office for more information about how to get involved with prospective students.

## **Alumni Association**

Alumni House, 219 Marcus St.

(509) 527-5167

Whitman College alumni are an active, engaged group of loyal Whitman graduates who stay connected with each other and are willing to network and mentor Whitman students and alumni. You can find out more information by visiting the Student Engagement Center and asking about the Career Consultant Network, or contacting the Alumni Office at [alumni@whitman.edu](mailto:alumni@whitman.edu). All graduates of Whitman College are automatically members of the Alumni Association. Anyone who has attended Whitman for one semester, and whose class has graduated, also can become a member by calling the Alumni Office and asking to be added. Once you graduate from Whitman, you will receive the Whitman Magazine, e-newsletters, and mailings about class reunions and alumni events in your area. The Alumni Office will be relocated to 364 Boyer Avenue spring semester 2014.

## **Athletic Facilities**

[whitman.edu/content/athletics](http://whitman.edu/content/athletics)

(509) 527-5921

**Baker Ferguson Fitness Center**, a 38,000-square-foot fitness center located on the corner of Main and Park streets, includes a competitive swimming pool to serve the Whitman varsity swim teams, as well as the kayaking, water polo, and recreational swimming needs of the college. It also has 10,000 square feet of fitness training equipment available to all students, faculty, staff, as well as varsity and club sport teams. Lockers and shower rooms are on the main floor.

**Sherwood Center** includes two large gyms, three multipurpose (dance/aerobic) rooms, squash and racquetball courts, two class rooms, locker rooms, mens' and womens' saunas, and an indoor climbing facility with more than 7,000 square feet of climbing space.

**Bratton Tennis Center** is an indoor tennis facility with four courts, locker room facilities and a viewing area. Four lighted outdoor tennis courts also are available near Ankeny Field.

**Whitman Athletic Fields** host men's and women's soccer teams and offer space for club and intramural competitions. The complex includes a competition field, practice fields, and a softball field.



**Borleske Stadium** is the practice and competition site for our baseball team. It includes a 1756-seat stadium and playing field. As a part of that complex, **Martin Field** is a Track and Field facility. Both facilities are owned in partnership between Whitman College, the City of Walla Walla and the Walla Walla School Board and is managed by the Borleske Association.

### **Bon Appétit**

[www.cafebonappetit.com/whitman](http://www.cafebonappetit.com/whitman)  
[circleofresponsibility.com](http://circleofresponsibility.com)  
[bamco.com](http://bamco.com)

Prentiss Dining Hall  
(509) 527-5508

At the direction of Whitman College, Bon Appétit provides food services at Prentiss, Jewett, and Lyman dining halls, as well as Café '41 in the Penrose Library, plus Café '66 and the Espresso Bar in the Reid Campus Center. Bon Appétit offers a broad range of service hours and, more importantly, excellent food. The helpful staff at the Bon Appétit Office in Prentiss Hall can answer your meal plan questions and assist you with special requests. Students with specific food allergies or strict medical or religious dietary regimens are encouraged to contact the general manager, Roger Edens ([edensr@whitman.edu](mailto:edensr@whitman.edu)), to discuss their individual needs. Bon Appétit also provides on-campus catering services. Students or campus activity groups planning a special event outside of the dining halls can arrange for catering through the catering office at (509) 527-5127. Catering events are paid for by college department, student charge, cash, or check. Student feedback about all aspects of Bon Appétit's services is expected, encouraged, and always welcome.

### **Business Office**

[whitman.edu/content/business\\_office](http://whitman.edu/content/business_office)

Memorial 223  
(509) 527-5143

The Business Office, open weekdays from 9 a.m. to 4:30 p.m. (including the noon hour), is the place to go if you have any questions about your student account. Usual services of the office include setting up payment plans, cashing checks, and handling all charges and credits to student accounts.

## Communications Office

[whitman.edu/content/communications/userguide](http://whitman.edu/content/communications/userguide)

Boyer House

(509) 527-5160

The Office of Communications offers printing, publicity assistance, and mailing services. Its “User’s Guide,” available on the Whitman website, will help you connect with news services/event promotion, advertising, web content, photography, printing, and mailing services. If you need booklets, posters, banners, T-shirts, event coverage, or international mail sent out, the communications staff will work with you to get things done. If your printing project or mailing is officially for Whitman through a club or organization, be sure to provide your budget number. For personal projects, you can pay by cash or check.

## Conferences and Events Office

[whitman.edu/content/conferences-and-events](http://whitman.edu/content/conferences-and-events)

Reid Campus Center

(509) 527-5366

With the exception of academic classes, all programs and events along with any event sponsored by an external organization are scheduled through the Conferences and Events Office. Your organization should contact the office to reserve a location for your event. This process allows other groups to be aware of events scheduled on any particular day and avoid scheduling conflicts. A calendar of public events is listed on the college’s home page.



## **Dean of Students Office**

[whitman.edu/content/student-life/deanofstudents](http://whitman.edu/content/student-life/deanofstudents)

Memorial 325

(509) 527-5158

One of the primary roles of the Dean of Students Office is to work as an advocate for and mentor to students and student groups. The Office is a welcoming place for students and provides guidance and direction to those who may seek our help. Feel free to stop by and see us.

The Dean of Students Chuck Cleveland also oversees the various departments of Student Affairs. The primary components of the philosophy of Student Affairs include encouraging community development, involving students in life beyond the classroom and providing leadership opportunities. Student Affairs supports the academic mission and strives to connect students to the college community and provides them with skills that can be used successfully in and out of the classroom. This approach fosters community building, personal growth, and intellectual development and helps students discover their passions while pursuing a healthy, balanced life.

## **Fellowships, Scholarships, and Grants**

[whitman.edu/content/fellowships](http://whitman.edu/content/fellowships)

Reid 231 and 232

(509) 527-5933

(509) 527-5184

The Office of Fellowships and Grants works closely with Whitman students and alumni in their pursuit of national fellowships, scholarships, and grants. Application deadlines are found in the Fellowships Calendar located in the left-column menu of the office's home page.

Each year, Whitman students receive prestigious awards for graduate study in the United States and abroad, and awards that bridge undergraduate and graduate study. Crucial to an applicant's success is early preparation for the formal application process. Applicants are encouraged to work well in advance of application deadlines to find appropriate fellowships, and to design an academic and extracurricular plan to be a top candidate for these awards.

National awards are highly competitive; a well-executed plan of study and engagement at Whitman is essential for candidacy. Watch for general announcements about grants and specific bulletins about information meetings throughout the year.

## **Financial Aid Services**

[whitman.edu/offices-and-services/financial-aid](http://whitman.edu/offices-and-services/financial-aid)

[finaid@whitman.edu](mailto:finaid@whitman.edu)

Penrose House, 515 Boyer Ave.

(509) 527-5178

If you have any questions or concerns about scholarships, loans, work study, or simply how to apply/reapply for financial aid, please feel free to visit our office in person or contact us by phone or email. Financial Aid is open Monday-Friday from 8:30 a.m.-4:30 p.m.

## **Harper Joy Theatre**

[whitman.edu/theatre](http://whitman.edu/theatre)

Theatre Office: (509) 527-5279

Theatre Box Office: (509) 527-5180

Harper Joy Theatre (HJT) produces a rich and varied season of plays for the campus and community including the annual *Instant Play Festival* and *One Act Play Contest*. All students are welcome to participate in HJT productions. Audition notices are sent to the student and drama list serv. If you would like to work on the production staff for a play, contact the technical director, costume designer or stage manager. Paid staff positions are filled at the beginning of each semester. Check with the theatre office if you are interested. Whitman students may present their Whitman I.D. card at the HJT box office to reserve a seat and get a free ticket to each production.



## **Instructional Multimedia Services (IMS)**

[whitman.edu/content/wcts/ims](http://whitman.edu/content/wcts/ims)

Hunter 203

(509) 527-5257

IMS provides multimedia resources and support to the faculty, students, and staff of Whitman College. Equipment available for free checkout includes audio recorders, tripods, video projectors, and portable projection screens. Laptops are available to faculty and staff only for short term checkout. In addition to providing equipment checkout, delivery, setup, operation, and training, IMS maintains and supports events in approximately 90 smart classrooms, including many large venues like Maxey Auditorium, Olin 130 and Kimball Theatre.

## **Intercultural Center**

[whitman.edu/intercultural\\_center](http://whitman.edu/intercultural_center)

Reid Campus Center 216

(509) 527-5596

The Intercultural Center seeks to foster intercultural awareness, inclusiveness and respect. We are committed to positively enhancing the Whitman experience for students, staff and faculty, especially those from culturally and ethnically diverse communities. We facilitate and encourage ongoing dialogue regarding issues of diversity in order to move toward a more inclusive campus climate.

The Intercultural Center team provides mentoring, academic and social support for multicultural and international students. The center also plays a key role in bringing diverse perspectives and experiences to the campus by sponsoring various speakers and events. A collection of books and videos, and information about internship and scholarship opportunities related to diversity and multicultural issues are available at the center. Additionally, translation services for more than 30 languages can be accessed through the center's language bank.

The center also provides assistance and resources to Whitman's student-led diversity clubs. Among the most active groups on campus, they provide leadership opportunities for students, and promote diversity and multiculturalism by sponsoring discussion panels, musical events, dances, festivals and dinners. There are 15 active diversity groups: American Indian Association (AIA); Beyond Borders Club (BBC); Black Student Union (BSU); China at Whitman; Club Latino; Coalition for Gender and Sexuality Awareness; Feminists Advocating Change and Empowerment (FACE); Hui Aloha; South Asian Student Association (SASA); Gay, Lesbian, Bisexual, Transgender and Questioning (GLBTQ); Hillel-Shalom; Muslim Student Association (MSA); First Generation Working Class (FGWC), Mixed Student Union (MSU); Wakilisha Afrika Club.

## **International Student Services**

[whitman.edu/content/intercultural-center/international](http://whitman.edu/content/intercultural-center/international)

(509) 527-5596

The staff in this office helps international students with United States Immigration and Customs Enforcement requirements, plans and directs an orientation camp for new students and provides cultural support to multicultural students throughout the year. The staff in this office also aids international visiting faculty and guests coming to Whitman on the J visa designation. The International Friendship Family program is sponsored through this office and works to match local residents with incoming international students.

## **Glover Alston Center**

[whitman.edu/diversity/glover-alston-center](http://whitman.edu/diversity/glover-alston-center)

(509) 527-5005

The Glover Alston Center is a resource to facilitate Whitman's commitment to sustaining a diverse community. By providing a safe space for meaningful conversation and interaction, the Glover Alston Center welcomes and supports

differences, collaborates with academic departments, encourages input from divergent perspectives, enhances intercultural and international awareness, and models respect for all in the Whitman community. The Glover Alston Center achieves this by serving as:

- A unique place for programs to develop education, understanding and community involvement.
- A safe place where conversations about diversity, difference, multiculturalism and social justice occur.
- A social and academic space where collaboration between Whitman community members can occur.
- A meeting place and home for campus organizations and clubs.
- An open space for meditation, reflection, and spiritual and religious practices.

With this facility, the Whitman community hopes to foster meaningful exchanges between individuals and groups for the greater understanding and mutual respect of one another by encouraging engagement, leadership development and learning.

All members of the Whitman community are invited and encouraged to use this nonresidential space.



## **Religious and Spiritual Life Office**

kirtteam@whitman.edu

Reid Campus Center

(509) 522-4449

The Office of Religious and Spiritual life works to promote religious diversity and spiritual engagement on campus. The programming from this office seeks to create opportunities for interfaith dialogue among religiously affiliated groups. Interfaith discussions, worship services, service projects, and high holy day meals are among the many activities supported by the office. Counseling services also are available.

## **Language Learning Center**

[whitman.edu/content/index/admin/language-learning-center](http://whitman.edu/content/index/admin/language-learning-center)

Olin Hall 316

(509) 527-5898

The Language Learning Center provides support to anyone in the Whitman community who either speaks a foreign language, or seeks to acquire or improve skills in a foreign language. Services and resources include: satellite television broadcasting in Chinese, Japanese, French, and German, international VHS and DVD players, digital voice recorders and video recorders, audio and film editing software, computer workstations, printers, group conversation rooms, and a collection of foreign language magazines, newspapers, and books. The Language Learning Center is also the academic home base for both our Language Assistants Program (a group of international staff members who live on campus and promote their languages and cultures by offering conversation groups and a variety of cultural events), and our ESL Fellows Program (a team of senior students who offer one-on-one tutoring for students who speak English as a second – or third or fourth – language).

**The Language Learning Center is open during the following hours:**

Mon-Fri: 9 a.m.-5 p.m. (closed between noon-1 p.m. for lunch)

## **Off-Campus Studies**

[whitman.edu/content/ocs](http://whitman.edu/content/ocs)

Memorial 204

(509) 527-4992

Whitman offers its students 85 semester and year-long study opportunities in 42 countries which complement the Whitman curriculum and provides opportunities to acquire a global perspective first hand. About 40 percent of Whitman students study off-campus before graduating, usually for one or both semesters of their junior year. All students who wish to receive credit for their off-campus studies program (including the four U.S.-based semester programs and summer programs outside the United States) must apply through the Off-Campus Studies Office prior to attending the program. If you would like to learn more about the off-campus study opportunities available to you, please attend one of our weekly First Step Meetings advertised under “Events and Deadlines” on the Off-Campus Studies home page, or stop by the Off-Campus Studies Office for more information.

## Outdoor Program

[whitman.edu/content/outdoor-program](http://whitman.edu/content/outdoor-program)

Reid Campus Center G-23

Rental Shop (509) 527-5965

Brien Sheedy, Director (509) 522-4375

Stuart Chapin, Assistant Director (509) 527-5791

The Whitman Outdoor Program fosters personal growth, facilitates learning and creates recreational opportunities through leadership development, skills training and safe, environmentally sound trips in a supportive community. Seven programmatic areas exist to fulfill this mission: scrambles, SSRA classes, the climbing center, rental shop, special events, trainings, and the trip program. The OP is the place to go if you are interested in participating in a trip, exploring the outdoors, renting equipment, or developing outdoor leadership skills and knowledge. The OP's activities include hiking, rock climbing, mountaineering, ice climbing, cross country and telemark skiing, snowshoeing, winter camping, whitewater kayaking and rafting, canoeing and sea kayaking. The OP sponsors a variety of nationally recognized training courses including WMI (Wilderness Medicine Institute) Wilderness First Responder courses, ACA (American Canoe Association) Swift Water Rescue, ACA Whitewater Kayak



Instructor, AMGA (American Mountain Guide Association) Climbing Wall Instructor and AMGA Single Pitch Instructor courses and more. The OP also coordinates the optional first year wilderness pre-orientation program known as scrambles, the climbing center, open kayak sessions at the pool, and the outdoor speakers program. Furthermore, more than 35 Sports Studies, Recreation and Athletics (SSRA) activity classes are run through the OP. Finally, the OP also gives guidance and support to several student outdoor clubs such as the whitewater club, climbing club, back country ski club, and hiking club. With the OP's resources, you can share adventures and gain leadership and technical skill experience in non-competitive and non-motorized outdoor activities.

## **Penrose Library**

[whitman.edu/penrose](http://whitman.edu/penrose)

(509) 527-5191

Penrose Library provides access to diverse collections of resources that support student research and learning. Its information literacy programs utilize active, problem-based learning and focus on teaching students to navigate the research process. Librarians help students develop critical thinking skills, evaluate and synthesize information, and communicate the results of intellectual inquiry.

How does Penrose Library accomplish its mission? By serving as a bridge between the college community and a digital environment with more than 56,000 unique journal titles and multiple databases that complement its 500,000 volume print collection. Penrose is one of only a few college libraries that are open 24/7, and the facility itself was built and renovated with the idea that form follows function. Penrose archives and special collections include 3,500 linear feet of archival and manuscript material and more than 5,000 rare books. And, Whitman College is a member of the Orbis Cascade Alliance which combines the holdings of 37 academic libraries throughout the Northwest to provide access and courier delivery of more than 29 million volumes. Students at Whitman have access to rich, diverse, and unique information resources and collections, and dedicated staff to help them with their research needs.

## **Provost and Dean of the Faculty Office**

[whitman.edu/content/provost](http://whitman.edu/content/provost)

Memorial 308

(509) 527-5397

The Provost and Dean of the Faculty, Timothy Kaufman-Osborn, is the chief academic officer of the college. His office is involved in nearly all aspects of the academic life of the college, from registration to postgraduate fellowships (such as Truman and Fulbright fellowships). Recruiting, developing, and retaining an excellent faculty is his most important responsibility. He also plays a leading role in curricular planning and academic budgeting. Students can be referred to the Provost and Dean of the Faculty to discuss academic interests or problems.



## **Registrar**

[whitman.edu/content/registrar](http://whitman.edu/content/registrar)

Memorial 208

(509) 527-5983

You surely will get to know the friendly staff in the Registrar's Office. The Registrar's staff is ready to help you register, add or drop a class, transfer credit from another school, inquire about your grades or academic progress, and submit a petition to the Board of Review for exemptions from official policy. Take a look at all the other services available at the above link, or better yet, drop by for a visit.

## **Reid Campus Center**

[whitman.edu/content/reid/home](http://whitman.edu/content/reid/home)

280 Boyer Ave.

(509) 527-5208

The Reid Campus Center, named in honor of R. R. "Pete" Reid, Whitman '49, houses a variety of offices, services, and meeting places, including:

- Associated Students of Whitman College (ASWC)
- Automatic Teller Machine (ATM)
- blue moon Literary Journal
- Bookstore
- Café '66 (snack bar)
- Campus Lost and Found
- Catering Office
- Coffeehouse
- Conferences and Events
- Espresso Cart
- Fellowships and Grants
- Greek Life Office
- Holiday Bus/Shuttle Service
- Intercultural Center
- KWCW Student Radio Station

- New Student Orientation
- Outdoor Program Office and Rental Shop
- Pioneer Student Newspaper
- Post Office
- Quarterlife, quarterly art/literature magazine
- Refrigerator Rentals
- Religious and Spiritual Life Office
- Scheduling Office
- Sexual Misconduct Prevention Coordinator
- Stevens Gallery
- Student Activities Office
- Student Engagement Center
  - America Reads/Counts
  - Career Development
  - Center for Community Service
  - Internships
- “Waiilatpu,” Student Yearbook
- Whitman Events Board (WEB)



## Residence Life and Housing Office

[whitman.edu/content/residence\\_life](http://whitman.edu/content/residence_life)

Memorial 130  
(509) 527-5297

The Residence Life and Housing Office is responsible for on-campus living, and oversees residence hall staff and programs. Students with questions, problems, or suggestions regarding residence hall life are encouraged to visit the office. See page 22 for more information about Whitman's Residence Life program.



**Sexual Harassment and The Title IX Administrator** Memorial 330  
[whitman.edu/content/student-life/deanofstudents/smp](http://whitman.edu/content/student-life/deanofstudents/smp) (509) 527-5158

Sexual harassment is unwelcome verbal or physical conduct of a sexual nature which has the purpose or effect of interfering with an individual's academic or work performance or creating an intimidating, hostile or offensive academic or work environment. Title IX is a federal law that prohibits discrimination based on sex or gender in educational programs in institutions that receive federal financial assistance.

The college seeks to prevent violations of policies governed by Title IX, including sexual violence, sexual harassment, intimate partner violence, stalking, and/or bullying or hazing. The college will investigate all allegations of discrimination and harassment (including complaints that do not involve unlawful civil rights violations), act to end the violation, prevent its recurrence, and remedy its effect on the victim and the Whitman College community. Students who know about an incident or believe they have been subject to discrimination based on sex or gender or who would simply like to get more information should come to the Dean of Students Office. The Title IX Administrator for the college is Clare Carson, Memorial 330, [carsonc@whitman.edu](mailto:carsonc@whitman.edu).

For additional information see both the Interim Grievance Policy and the Sexual Misconduct policies.

## **Sheehan Gallery**

[whitman.edu/sheehan/Sheehan\\_Exhibitions.html](http://whitman.edu/sheehan/Sheehan_Exhibitions.html)

Olin Hall  
(509) 527-5249

The Donald H. Sheehan Gallery, named in honor of Whitman's ninth president, is an important visual arts resource for the college and the Walla Walla Valley. Five exhibitions are displayed each year. The Gallery features contemporary art, which focuses on art historical and cultural issues. Symposia, lectures, and workshops are frequently offered in conjunction with the exhibitions. The gallery offers employment for up to 10 students as well as internships for students interested in contemporary art, art history, and museum studies. Sheehan Gallery exhibitions and programs are always free.



## **Student Activities Office**

[whitman.edu/content/student-activities](http://whitman.edu/content/student-activities)

Reid Campus Center 202  
(509) 527-5367

Student Activities supports the mission of the college, Student Affairs, and the Reid Campus Center by providing a variety of cocurricular programs and services that encourage student involvement in the campus community and enhance the

educational aspects of Whitman. The cultural, social, recreational, and educational programs supported and developed by the Student Activities Office are designed to create a positive learning experience that provides opportunities for students to engage in activities that enrich the value of their education. Staff also assist students in developing leadership and life skills that empower them to advocate for their needs and interests. The Student Activities Director and Program Advisor work with students to form new organizations and keep current organizations vital, and serve as the advisers to the Associated Students of Whitman College (ASWC), Whitman Events Board (WEB), and other clubs on campus.

## **Student Engagement Center**

[whitman.edu/content/studentengagement](http://whitman.edu/content/studentengagement)

Reid Campus Center 219

(509) 527-5183

The Student Engagement Center (SEC) encourages students to take advantage of a vast array of experiences available outside of the classroom. These experiences will enrich students' academic programs as well as help them refine their interests



and develop their passions for an overall more meaningful learning experience at Whitman. The Student Engagement Center fosters personal and intellectual development by promoting student engagement in academics, in community service, internships, campus and summer employment, leadership opportunities, and career exploration. The Student Engagement Center's staff collaborates with offices and academic departments throughout the Whitman community to help students assess their skills, interests, and abilities to promote involvement in activities that will advance them toward their future goals. Located in 219 Reid Campus Center, the Student Engagement Center consists of career development, America Reads/Counts, jobs, internships, and community service.

### **Career Development**

Whether students seek a campus or community job while in school, a summer work or internship experience, volunteer opportunities, full-time work or graduate school following graduation, the Student Engagement Center has resources to assist students. The staff will help you develop a professional résumé, interview techniques, and provide information about job or career opportunities with employers or alumni. Campus and community jobs are listed on the website. Career and graduate school fairs are held annually and networking receptions with alumni are hosted several times a year. A Career Consultant Network, consisting of alumni volunteers, provides career mentoring for students and other alumni.

### **Internships**

To gain career related experience, students are encouraged to apply for internships, many that are listed on the website. The Student Engagement Center coordinates the selection of students for the Whitman Internship Grant program, providing a stipend for unpaid summer internships and encourages academic year internships.

### **America Reads/Counts**

Students eligible for federal work study can apply for America Reads/Counts internships to tutor reading and math with community children in local schools.

### **Community Service**

As you explore Walla Walla you'll find many organizations that would benefit from your time and attention. You could participate in a community-based art project, prepare and serve meals at the soup kitchen, help kids with their homework at Farm Labor Homes, plant native species and remove invasive weeds at a stream restoration, visit with a senior citizen, or put your research skills to good use in historic preservation of downtown Walla Walla. Whether you are considering a career in medicine and would like to volunteer at a clinic, or you just miss your dog and would like to help out at the Humane Society, there are many opportunities to share your talents and learn new skills. We can help you find volunteer opportunities

as an individual or as part of a group. Community Service interns run the Whitman Mentor Program, Story Time Project, Youth Adventure Program, College Coaches, Adopt-A-Grandparent, and Service Trips. The office also organizes several city-wide service days each year, including Make A Difference Day in October, Martin Luther King Jr. Day in January, and the Spring Service Day in April.

The Community Service House is a residential option for students interested in service activities. Residents agree to perform direct community service and to lead service projects over the course of the semester. The house is a hub for community service meetings, programs, and discussions.

## **Testing Service**

The GRE Subject, MFT, LSAT and other standardized tests also are offered at Whitman College. The test schedule is available on the Student Engagement Center website or by contacting Matthew Fox at [foxmn@whitman.edu](mailto:foxmn@whitman.edu), or by phone at (509) 522-4417.

## **Technology Services**

[whitman.edu/content/wcts](http://whitman.edu/content/wcts)

Olin Hall 168  
(509) 527-5415  
Help Desk: (509) 527-4976

Whitman College Technology Services (Tech Services, WCTS) manages, maintains, and supports computing and technology resources across the campus. This includes college computer workstations and supported software, computer labs, classroom technology, the campus computer network, central computer systems and servers, and connections to the Internet. WCTS also manages telephone and voicemail systems, and administers email and network accounts for students, faculty, and staff.

*Note: The Web URLs referenced here are subject to change as WCTS migrates its website to the college's new content management system. If you are unable to find the information that you need, please contact the WCTS Help Desk.*

## **Facilities**

Student resources maintained by Technology Services include computers in Penrose Library, general access labs in Olin, Maxey, and Science halls, the Multimedia Development Lab in Hunter Conservatory, and the Geographic Information Systems (GIS) Lab in the Hall of Science. The facilities in Penrose Library are accessible to students 24 hours a day, seven days a week, during the academic year. All computer workstations are connected to the campus network, with access to the Internet as well as to a variety of application software, such as word processing, spreadsheet, graphics software, and specialized software used by specific academic departments. Other lab resources include laser printing, color printing, scanners, large-format poster printing, and video and audio editing. In addition,

wireless connections are available throughout campus. Wireless laptops are available for four-hour checkout in the library.

## **ResNet**

Technology Services maintains the wired network connections for students to connect their own computers directly to the network and Internet in residence hall rooms, fraternity houses, and interest houses. In addition, wireless connectivity is available in all residence halls and some interest houses. See the Technology Services website for an up-to-date list of specific halls and houses with full wireless coverage. Details explaining equipment requirements and the instructions for connecting to the ResNet network are available at [wcts.whitman.edu/support/network/resnet](http://wcts.whitman.edu/support/network/resnet).

## **Where to get help**

For tech support during the academic year, call the Help Desk at x4976, or the Library Tech Desk at x5062. You also can email [helpdesk@whitman.edu](mailto:helpdesk@whitman.edu), visit the Help Desk in Olin 168, or click the “Live Chat” icon in the bottom right corner of the students’ home page at [whitman.edu/content/students](http://whitman.edu/content/students). Technology Services maintains an extensive website packed with information about campus technology resources, training and workshop opportunities, and online documentation covering a broad collection of topics such as using specific resources and software, setting up and using email, even making your own Web page.

## **Responsible use of technology resources**

Please be sure to look at Whitman’s policies and guidelines for use of information technology and network resources in the Rights and Responsibilities section of this handbook, or online at [whitman.edu/content/wcts/policies](http://whitman.edu/content/wcts/policies).



## Welty Student Health Center

[whitman.edu/content/health\\_center](http://whitman.edu/content/health_center)

Welty Center, 11 Merriam St.

(509) 527-5281

The Student Health Center, staffed by licensed nurses and open 24 hours a day for the prevention and care of illness or injury. A team of physicians rotate to provide medical services to all degree seeking students each weekday and we offer 12 overnight beds regardless of insurance coverage. The director of the Health Center, a registered nurse, also is available for assessment and consultation.

There is no charge for routine physician care or overnight care.

Services such as laboratory tests, and administration of prescribed allergy injections, are available to students at a nominal cost. Travel and common vaccinations are available at the Health Center. The price of the vaccine will be charged to the student's account. The Health Center also provides a travel clinic for consultation and travel planning, women's clinic, physical therapy, nutritionist and massage therapy during business hours.

Transportation to a medical appointment is available if scheduled ahead of time.



Cost of any medical services outside of the college facility must be borne by the student. Whatever your health-care needs, the Health Center staff will be happy to work with you.

## **Welty Counseling Center**

[whitman.edu/content/counseling](http://whitman.edu/content/counseling)

502 Boyer Ave.  
(509) 527-5195

The Counseling Center is run by professionally trained counselors. Each year approximately 22 percent of the student body seeks counseling at the center. Common issues include relationships, depression, loneliness, self-esteem, and academics. In addition to working with individuals, counselors also offer workshops on such topics as listening and communication skills, stress management, assertiveness training, and other opportunities for personal growth. A counselor is generally available for emergencies 24 hours a day. All counseling services are entirely confidential.

The Peer Listeners provide private and confidential services in an environment that is an alternative to traditional counseling. The Peer Listeners Office is directed and staffed by specially trained students.

## **Writing Center**

[whitman.edu/content/english/writing-center](http://whitman.edu/content/english/writing-center)

Olin 224  
(509) 527-5182

The Writing Center serves as a resource for students who would like help with any aspect of writing, whether it's getting started on a paper, organizing the material, or polishing the finished product. Students with questions about their writing can come to the Writing Center and get help from peer tutors without appointments. Tutors will read rough drafts, answer questions, and give advice about language and organization. They will not, however, write papers for students or "correct" papers to make them perfect. Students get the most out of the Writing Center when they plan ahead, start their writing early, and have specific questions they want tutors to answer. The Writing Center is open most of the day and up to midnight on weekdays and Sundays. Hours vary from semester to semester, and students should check the schedule posted on the door or call for exact hours.

# Academic Calendar

## Fall Semester 2013

---

<b>August 29, Thursday</b>	Residence halls open at 9 a.m. for new students. Check-in is from 9 a.m. to 2 p.m.
<b>August 30, Friday</b>	Residence halls open at 9 a.m. for all students. Convocation at 3 p.m.
<b>September 3, Tuesday</b>	Fall semester classes begin.
<b>September 16, Monday</b>	Last day to add classes.
<b>October 14-15</b>	Midsemester break; no classes.
<b>October 16, Wednesday</b>	Last day to withdraw from classes or the college without record.
<b>October 25-27</b>	Family Weekend.
<b>November 7-13</b>	Spring semester preregistration period.
<b>November 8, Friday</b>	Final day to withdraw from classes or the college with W grades. Close of P-D-F registration period.
<b>November 22, Friday</b>	Thanksgiving vacation begins at 6 p.m., Friday and ends at 8 a.m., Monday, December 2. All residence halls remain open.
<b>December 13, Friday</b>	Last day of classes, fall semester. Honors theses due in library for December '13 candidates.
<b>December 16-20</b>	Final examination period.
<b>December 20, Friday</b>	Fall semester ends. All residence halls close at noon Saturday, December 21.

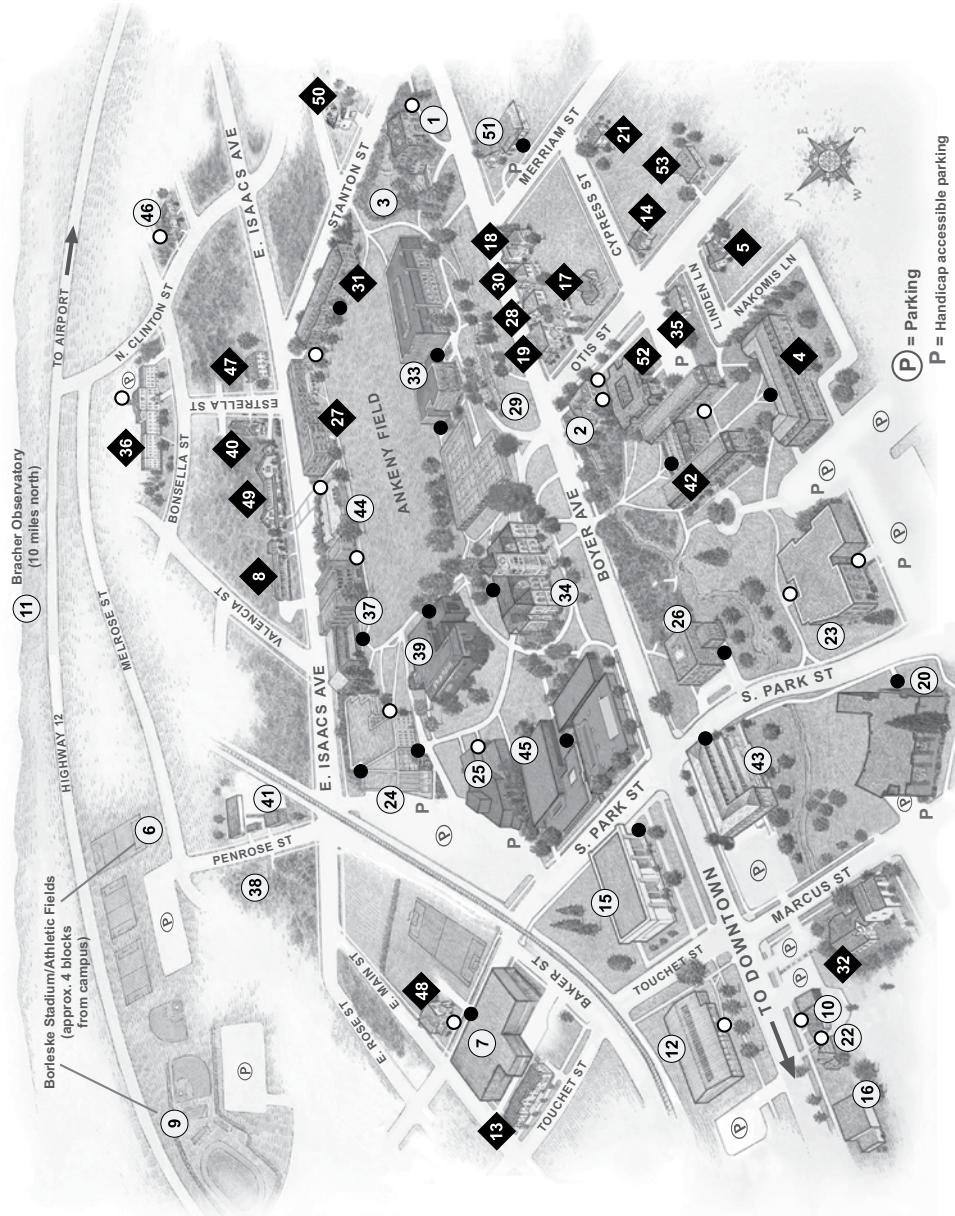
All dates are inclusive. A more detailed Academic Calendar is published by the Registrar's Office in August of each academic year.

## Spring Semester 2014

---

<b>January 17, Friday</b>	Orientation for new students and parents begins.
<b>January 19, Sunday</b>	Residence halls open at 9 a.m. for returning students.
<b>January 20, Monday</b>	Martin Luther King, Jr. Day; no classes.
<b>January 21, Tuesday</b>	Spring semester classes begin.
<b>January 31, Friday</b>	Last day to add classes.
<b>February 10, Monday</b>	Incomplete grade deadline for students.
<b>February 17, Monday</b>	Presidents' Day; no classes.
<b>February 28, Friday</b>	Last day to withdraw from classes or the college without record.
<b>March 14, Friday</b>	Spring vacation begins at 6 p.m., Friday (all residence halls close at 9 a.m., Saturday, March 15) and ends at 8 a.m., Monday, March 31 (all residence halls open at noon, Sunday, March 30).
<b>April 8, Tuesday</b>	Whitman Undergraduate Conference; no classes.
<b>April 11, Friday</b>	Final day to withdraw from classes or the college with W grades. Close of P-D-F registration period.
<b>April 25-30</b>	Pre-registration period for the fall semester 2014.
<b>May 13, Tuesday</b>	Last day of classes, spring semester.
<b>May 14, Wednesday</b>	Reading day; no classes. Honors theses due in library for May '14 candidates.
<b>May 15-20</b>	Final examination period.
<b>May 25, Sunday</b>	Commencement. Residence halls close at 6 p.m.

# Campus Map



## Campus Map Key:

### Key Locations:

1	Administration (Penrose House)	28	La Casa Hispana (interest house)	◆ Student Residences
2	Alumni Relations and Annual Giving (Baker Center)	29	Lakum Duckum	● Penrose House ① Admission Office
3	Amphitheatre	30	La Maison Française (interest house)	● Reid Campus Center ④3 Bookstore
4	Anderson Hall (residence hall)	31	Lyman House (residence/dining hall)	Café
5	Asian Studies House (interest house)	32	Marcus House (residence hall)	Career/Student Engagement Center
6	Athletic Complex (outdoor fields)	33	Maxey Hall (social sciences)	Community Service
7	Baker Ferguson Fitness Center/Harvey Pool	34	Memorial Building (administration)	Intercultural Center
8	Beta Theta Pi (fraternity house)	35	Multi-Ethnic Center for Cultural Awareness (MECCA/interest house)	Outdoor Program
9	Borleske Stadium	36	North Hall (residence hall)	Post Office
10	Boyer House (Office of Communications)	37	Ohio Hall (humanities and mathematics, technology services)	Student activities/organizations
11	Bracher Observatory (astronomy facility)	38	Organic Garden	Student employment
12	Brattain Tennis Center	39	Penrose Library	
13	College House (residence hall)	40	Phi Delta Theta (fraternity house)	
14	Community Service House (interest house)	41	Physical Plant Services	
15	Cordner Hall (auditorium)	42	Prentiss Hall (residence/dining hall)	
16	Dance Studio	43	Reid Campus Center (student services/café)	
17	Das Deutsche Haus (interest house)	44	Sieehan Art Gallery	
18	Environmental House (interest house)	45	Sherwood Athletic Center (climbing wall)	
19	Fine Arts House (interest house)	46	Sherwood House (president's residence)	
20	Fouts Center for Visual Arts	47	Sigma Chi (fraternity house)	
21	Global Awareness House (interest house)	48	Tamarac House (residence hall)	
22	Glover Alston Center (intercultural resources and programs)	49	Tau Kappa Epsilon (fraternity house)	
23	Hall of Music (includes Chism Recital Hall)	50	Tekisuijuku (interest house)	
24	Hall of Science (includes Brattain Auditorium)	51	Welty Center (counseling and health services)	
25	Harper Joy Theatre (includes Alexander and Freimann stages)	52	William O. Douglas Hall (residence hall)	
26	Hunter Conservatory (includes Kimball Theatre)	53	Writing House (interest house)	
27	Jewett Hall (residence/dining hall)			

campus map

### Accessible Entrances

- With power-operated doors
- Without power-operated doors

# Phone Numbers

The area code for Walla Walla is 509. For offices not listed below, call the college's general information number (509) 527-5111.

<b>Admission</b>	527-5176	<b>Intercultural Center</b>	527-5596
<b>Alumni Office</b>	527-5167	<b>President's Office</b>	527-5132
<b>Athletics</b>	527-5921	<b>Provost/Dean of the Faculty</b>	527-5397
<b>Bookstore</b>	527-5274	<b>Residence Life and Housing</b>	527-5297
<b>Business Office -</b>		<b>Resident Directors:</b>	
<b>Student Accounts</b>	527-5143	<b>Anderson Hall</b>	527-5501
<b>Career Development</b>	527-5183	<b>College House</b>	527-5683
<b>Counseling</b>	527-5195	<b>Douglas Hall</b>	527-5683
<b>Dean of Students</b>	527-5158	<b>Interest Houses</b>	524-2002
<b>Development</b>	527-5165	<b>Jewett Hall</b>	527-5477
<b>FAX - Business Office/</b>		<b>Lyman House</b>	527-5427
<b>Development</b>	527-5859	<b>Marcus House</b>	527-5683
<b>Financial Aid Services</b>	527-5178	<b>North Hall</b>	527-5361
<b>Harper Joy Theatre</b>		<b>Prentiss Hall</b>	527-5601
<b>Box Office</b>	527-5180	<b>Tamarac House</b>	527-5361
<b>Health Center</b>	527-5281	<b>Safety/Security</b>	527-5777

# Notes

---

# Notes

---

# Notes

---

# Whitman Hymn

## Whitman! Here's to You!

Harmonized by

E. BLUM

Alla Marcia

Words and Melody by

S. B. L. PENROSE

The musical score consists of four staves of music in common time, key signature of one sharp (F#), and Alla Marcia tempo. The first staff begins with a forte dynamic. The lyrics for the first section are:

When the morn-ing light is break-ing O'er the east-ern mountain's rim, And the  
world to work is wak-ing, Let us sing our hap-py hymn:

The second staff begins with a forte dynamic. The lyrics for the chorus are:

CHORUS  
Here's to the blue sky a-bove us! Here's to the wheat-fields gold! —  
Here's to the friends that love us! And our love shall ne'er grow cold — For

The third staff begins with a forte dynamic. The lyrics continue:

friends and fields and moun-tains Un-der Heav-en's kind-ly blue, — And the  
Col - lege mid the foun-tains, Dear old Whit-man! Here's to you!

# Index

---

- Academic Advising, 13  
Academic Calendar, 116  
Academic Dishonesty and Plagiarism, 72  
Academic Excellence, 4  
Academic Honesty, 19  
Academic Probation, 19  
Academic Resource Center, 95  
Academic Terms, Glossary of, 19  
Academic Warning, 19  
Add (a course), 19  
Admission Office, 96  
AIDS, 51  
Alcohol, 77  
Alumni Association, 96  
America Reads/Counts, 111  
Arts, 42  
Associated Students of  
    Whitman College, 39  
ASWC Congress, 39  
ASWC Activities, 39  
ASWC Media Organizations, 40  
Arts, Drama, Film, and Music, 42  
Athletic Facilities, 96  
Athletics, 44  
Board of Review, 20  
Bon Appétit Food Service, 31, 97  
Building and Grounds Usage, 88  
Business Office, 97  
Campus Culture, 3  
Campus Map, 118  
Career Resources, 101  
Changing Your Adviser, 14  
Club Sports, 45  
Coffeehouse, 42  
College Committees, 47  
Communications Office, 98  
Community Service, 111  
Conferences and Events, 98  
Counseling Center, Welty, 114  
Creating Community, 6  
Dean of Students Office, 99  
Deferred Grade, 20  
Degree Progress, 20  
Disability Policy, 50  
Disability Support Services, 85  
Discipline Process, Scope of, 51  
Disciplinary Procedure, 81  
Disorderly Conduct, 79  
Disruption of College Activities, 79  
Drama, 42  
Drop (a course), 20  
Drugs, 79  
D-Slips, 20  
Environmental Principles, 9  
Executive Council, 49  
Failure to Comply, 80  
False Information, 80  
Fellowships, Scholarships,  
    and Grants Office, 99  
Films, 43  
Financial Aid Services, 99  
Fire Safety, 86  
Firearms, Explosives,  
    and Dangerous Weapons, 80  
Forgery, 80  
Frequently Asked Questions  
    and Concerns, 16  
Globally Concerned, 8  
Glover Alston Center, 101  
Greek Life, 34  
Greek Organization Expectations, 36  
Grievance Policy, 52  
Harassment, 80  
Harper Joy Theatre, 100  
Hazing, 75  
Health Center, Welty, 114  
I.D. Cards, 34  
Incompletes, 20  
Information Technology Policies, 91  
Instructional Multimedia Services, 100  
Intercultural Center, 101  
International Student Services, 101  
Interest Houses, 30  
Internships, 111  
Intramural Sports, 45  
KWCW Radio, 41

Language Learning Center, 103  
Learning thorough Diversity, 4  
Living Off-Campus, 34  
Maintaining a Safe Campus, 86  
Medical/Administrative Leave, 86  
Midterm Deficiency, 20  
Mission Statement, 3  
Motor Vehicles, 93  
Music, Whitman College, 43  
Off-Campus Studies, 103  
Offices and Resources, 95  
Outdoor Program, 104  
Penrose Library, 105  
Phone Numbers, 120  
Physical Abuse, 80  
P-D-F, 21  
Plagiarism, 72  
President's Welcome, 2  
Provisions, Residence Hall, 31  
Provost and Dean of the Faculty Office, 105  
Registrar's Office, 106  
Reid Campus Center, 106  
Religious and Spiritual Life Office, 103  
Residence Hall Expectations, 31  
Residence Hall Living, 23  
Residence Hall Options, 24  
Residence Life & Housing Office, 107  
Residence Life Staff, 23  
Role of the Faculty Adviser, 13  
Roommates, 23  
Safety & Emergencies, 86  
Scheduling & Events Office, 106  
Security Office, 86  
Sexual Harassment, 108  
Sexual Misconduct, 68  
Sexual Misconduct Policy, 67  
Sexual Misconduct Prevention Coordinator, 63

Sexual Misconduct Resources and Support, 63  
Shared Expectations, 52  
Sheehan Gallery, 109  
Smoking, 93  
Social Organizations, Expectations for, 46  
Speech & Debate Program, 45  
Statement of Nondiscrimination, 50  
Statement of Responsibility, 51  
Statement of Rights, 49  
Statement on Diversity by the Trustees, 5  
Student Academic Advisers, 15  
Student Activities Office, 109  
Student Clubs & Organizations, 42  
Student Engagement Center, 110  
Student Right To Know, 50  
Student Rights and Responsibilities, 49  
Technology Services, 112  
Testing Service, 112  
The Whitman Way, 3  
Theft and Property Damage, 81  
Things Whitties Do to Learn More About the World Beyond Whitman, 8  
Things Whitties Do To Learn More About Themselves and Others, 6  
Title IX, 50, 53, 63, 108  
Varsity Sports, 44  
Welcome from the President, 2  
Welcome to Whitman, 3  
Welty Counseling Center, 115  
Welty Health Center, 114  
When Should You See Your Academic Adviser, 14  
Whitman Events Board, 39  
Whitman Hymn, 124  
Withdraw (from a course), 21  
Writing Center, 115





WHITMAN COLLEGE

345 BOYER AVENUE - WALLA WALLA, WA 99362