

## 1.0 PURPOSE

- 1.1 This procedure outlines standards and procedures for hazing prevention at Big Bend Community College (BBCC).

Big Bend Community College (BBCC) is committed to creating and maintaining an environment free of hazing where learners, employees, and visitors feel safe, secure, and welcome. This procedure addresses hazing activity by any party, regardless of the existence of consent, and recognizes the act of hazing as illegal, irresponsible, intolerable, and inconsistent with the principles of higher education and basic human development.

## 2.0 SCOPE

- 2.1 This procedure applies to all full-time and part-time employees. For the purposes of this procedure “employee” includes student workers and volunteers of Big Bend Community College. Employees covered under a collective bargaining agreement should refer to the agreement for additional information hazing prevention or other applicable items.
- 2.2 This procedure also applies to student organizations, groups, and individuals and is effective from enrollment to commencement, including breaks in the academic year.

## 3.0 DEFINITIONS

- 3.1 The following definitions are specific to the terms of this procedure and do not modify or revise similar terms as used in related procedures or collective bargaining agreements.
- 3.2 **Chartered:** A group or organization who completes a registration form and receives recognition from the College’s Associated Student Government Executive Body assigned to charter groups, clubs, or organizations, or similarly responsible college department.
- 3.3 **College Community:** Faculty, staff, learners, volunteers (e.g., advisors and volunteer coaches), organizations, groups, alumni, and consultants involved in activities sponsored by chartered or un-chartered college groups or organizations who hold events on- or off-campus.
- 3.4 **Groups:** A group consists of a number of persons who are associated with the College and each other, but who have not registered, or are not required to register, as a student organization (including but not limited to athletic teams, musical or theatrical ensembles, academic or administrative units, and clubs not registered as student organizations).
- 3.5 **Hazing:** As used in RCW 28B.10.901 and 28B.10.902, "hazing" includes any act committed as part of a person's recruitment, initiation, pledging, admission into, or affiliation with a student organization, athletic team, or living group, or any pastime or amusement engaged in with respect to such an organization, athletic team, or living group that causes, or is likely to cause, bodily danger or physical harm, or serious psychological or emotional

harm, to any student or other person attending a public or private institution of higher education or other postsecondary educational institution in this state, including causing, directing, coercing, or forcing a person to consume any food, liquid, alcohol, drug, or other substance which subjects the person to risk of such harm, regardless of the person's willingness to participate. "Hazing" does not include customary athletic events or other similar contests or competitions.

**3.5.1 Harassment Hazing:** Behaviors that cause emotional anguish or physical discomfort in order to feel like part of the group. Harassment hazing confuses, frustrates, and causes undue stress for new members.

**3.5.2 Subtle Hazing:** Behaviors that emphasize a power imbalance between new members and other members of the group or team. These types of hazing are often taken-for-granted or accepted as harmless or meaningless. Subtle hazing typically involves activities or attitudes that breach reasonable standards of mutual respect and place new members on the receiving end of ridicule, embarrassment, and/or humiliation tactics. New members often feel the need to endure subtle hazing to feel like part of the group or team.

**3.5.3 Violent Hazing:** Behaviors that have the potential to cause physical and/or emotional, or psychological harm.

**3.6 Jurisdiction:** BBCC prohibition on hazing applies to conduct by students and student groups which occurs on the college premises, at or in connection with college sponsored activities, and to off-campus conduct that in the judgment of the college adversely affects the college community or the pursuit of its objectives. This jurisdiction extends to, but is not limited to, locations in which students or student groups are engaged in official college activities including, but not limited to, foreign or domestic travel, activities funded by the Associated Student Body (ASB), athletic events, training internships, cooperative and distance education, on-line education, practicums, supervised work experiences or any other college-sanctioned social or club activities and college-sanctioned housing.

**3.7 Organization:** An organization consists of several persons who are associated with each other and have registered with the College as a student organization (such as clubs, club sports, or fraternities and sororities).

**3.8 Student Group:** For the purposes of this procedure a student group is a student organization, athletic team, or living group, including, but not limited to, student clubs and organizations, members of a class or student cohort, student performance groups, and student living groups within student housing.

**3.9 Reasonable Cause:** Means a person who witnesses hazing or receives a credible written or oral report alleging hazing or potential or planned hazing activity.

**3.10 Unchartered:** A group or organization with involved college community members who gather to sponsor an activity or event who has not sought recognition from a College's Associated Student Government or similarly responsible college department.

## 4.0 PROCESS

**4.1 Reporting:** If, as a result of observations or information received in the course of employment or volunteer service, any employee, including a student employee, or volunteer at Big Bend Community College has reasonable cause to believe that hazing has occurred, the employee or volunteer shall report the incident, or cause a report to be made, to the Dean of Student Services at the first opportunity to do so. Reports may be submitted online through the college's website reporting tool or by using the contact information below.

**4.1.1 Dean of Student Services**

Name: André Guzman

Office/Contact Information: 7662 Chanute Street, NE, Building 1400, First Floor, Office 1483, 509.793.2077, [andreg@bigbend.edu](mailto:andreg@bigbend.edu)

**4.1.2 The Dean of Student Services:**

**4.1.2.1** Will accept all complaints and reports from college employees, students, parents, and visitors.

**4.1.2.2** Will make determinations regarding how to handle requests by complainants for confidentiality.

**4.1.2.3** Will keep accurate records of all complaints and referrals for the required time period.

**4.1.2.4** May conduct investigations or delegate and oversee investigations conducted by a designee.

**4.1.2.5** May impose interim remedial measures to protect parties during investigations of hazing.

**4.1.2.6** Will issue written findings and recommendations upon completion of an investigation.

**4.1.2.7** May recommend specific corrective measures to stop, remediate, and prevent the recurrence of inappropriate conduct.

**4.2 Investigation.** Complaints shall be thoroughly and impartially investigated.

The investigation shall include, but is not limited to, interviewing the complainant and the respondent, relevant witnesses,, and reviewing relevant documents. The investigation shall be concluded within a reasonable time, normally ninety (90) days, unless there is good cause shown. Good cause includes but is not limited to campus closures, extraordinary disruptions to normal operations, or school breaks. If it appears completion of the investigation will take longer than ninety (90) days, the Dean of Student Services will notify the parties, describe the reasons for the delay, and provide an estimated time for completing the investigation.

**4.3 Investigative Findings Report.** At the conclusion of the investigation, the investigator shall set forth their findings in writing. If the investigator is someone other than the Dean of Student Services, the investigator will send a copy of the findings to the Dean of Student Services.

**4.4 Limits To Authority.** Nothing in this procedure shall prevent the College President or designee from taking immediate disciplinary action in

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accordance with BBCC policies and procedures, and federal, state, and municipal rules and regulations.

- 4.5 Non-Retaliation, Intimidation, And Coercion.** Retaliation by, for, or against any participant (including complainant, respondent, witness, or investigator) is expressly prohibited. A person who witnesses hazing or has reasonable cause to believe hazing has occurred or will occur and makes a report in good faith may not be sanctioned or punished for the violation of hazing unless the person is directly engaged in the planning, directing, or act of hazing reported. Retaliatory action of any kind taken against individuals as a result of seeking redress under the applicable procedures or serving as a witness in a subsequent investigation or any resulting disciplinary proceedings is prohibited and is conduct subject to discipline. Any person who thinks they have been the victim of retaliation should contact the Dean of Student Services immediately.
- 4.6 Criminal Complaints:** Nothing in this procedure shall prevent a person from independently reporting hazing or suspected hazing activity to law enforcement.
- 4.7 Training:** All employees, student employees, and volunteers will receive hazing prevention training, either electronically or in person, on the signs and dangers of hazing and BBCC's prohibition against hazing at the beginning of each academic year. For any employee, student employee, or volunteer who joins BBCC after the beginning of the academic year, that individual must receive hazing prevention training, either electronically or in person, on the signs and dangers of hazing and BBCC's prohibition on hazing at the beginning of the next academic quarter after that individual's retention as either an employee, student employee, or volunteer.
- 4.8 Awareness:** Information regarding the college's hazing prevention program will be made available to the public on the BBCC website.
- 4.9 Hazing Prevention Committee:** The BBCC Hazing Prevention Committee shall promote and address hazing prevention. The committee shall have a minimum of six (6) members including a designated chair appointed by the college president. Fifty (50) percent of the committee positions shall include students currently attending Big Bend Community College with at least one (1) position filled by a student from a student organization, athletic team, or living group. The other fifty (50) percent of the committee positions shall include at least one (1) faculty or staff member and one (1) parent or legal guardian of a student currently enrolled at the college. Student input shall be considered for committee membership. A student who is a member of a student organization, athletic team, or living group that was affiliated with a finding of a hazing violation within the last twelve (12) months may not participate in or be a member of the Hazing Prevention Committee.
- 4.10 Quarterly Reporting:** BBCC will publish a report disclosing all student groups found responsible for engaging in hazing on a quarterly basis. The report will be published at least forty-five (45) days before fall quarter commences and at least ten (10) days before the start of any other academic quarter. The report will include the beginning and ending dates for the hazing investigation, the dates the student group(s) charged with hazing and the date it was found responsible for the violation, a description of the incident,

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and a description of the sanctions and the date they were imposed. Reports will be retained for at least five (5) years.

**4.11 Violations:** Students, employees, and organizations found to be in violation of the college's hazing policy may be subject to arrest, prosecution and/or disciplinary action, including, but not limited to suspension or expulsion of students, termination of employees, and the revocation of an organization's registration and/or recognition at the college. Consent to or acquiescence in hazing activity is not a defense.