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White Earth
Tribal & Community College

Accredited October 8, 2008



**Crime Report 2011
2010 Statistics**

Table of Contents

Introduction 3

Campus Security..... 3

Reporting Procedures 4

If you are a victim of a crime or witness a crime 4

WETCC Response to Reports 4

Policies Concerning Safety of & Access to Campus Facilities..... 5

Campus Facilities Security..... 6

Education Programs..... 6

Alcohol and Other Drugs Policies and Procedures 6

Disciplinary Actions for Individuals in Violation

 Of the Policies on Alcohol and Other Drugs..... 7

Federal and State Drug Law 7

Alcohol Violations 8

Health Risks..... 8

Additional Risks..... 9

Alcohol/Drug Resources..... 9

Get Help 9

Sexual Violence Policy..... 9

Options and Rights of a Student or Employee

 Who Reports a Complaint of Sexual Violence 10

Where to go for Assistance..... 11

Community Notification of Sexual Offenders 12

Crime Incident Report Form 14

Emergency Procedures 16

Crime Statistics..... 17

Gaawaabaabiganikaag Gabegikendaasowigamig White Earth Tribal & Community College Crime Report

Introduction

In accordance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* and the *Higher Education Opportunity Act*, White Earth Tribal and Community College (WETCC) monitors criminal activity for on-campus and off-campus sites owned or maintained by WETCC and/or recognized college organizations. WETCC documents a three-year statistical history of these incidents, which can be found at the end of this report, and provides the information and statistics to students and employees by electronic means, and to others upon request. You may view WETCC's statistics by going to the Department of Education's Security Statistics search site at www.ope.ed.gov/security or www.wetcc.edu. WETCC has a variety of policies and procedures relating to campus security and reserves the right to modify them or adopt additional policies or procedures at any time without notice. Such changes will appear in successive issues of this report.

Campus Security

All requests for immediate assistance relating to issues of safety and security should be made by calling 218-935-0417 ext. 330 or 218-261-1513, by email at brian.smith@wetcc.edu or by visiting Student Services, 701 East Jefferson Avenue, Mahnomen, Minnesota, 56557. The Security Officer and the Dean Student Services or their designee will respond to all requests for service and assistance. These officers are full-time staff of the College and are **not** police. In the event of any life-threatening emergency, or any apparent crime in progress, persons are strongly encouraged to immediately and directly contact appropriate police, fire or medical assistance by calling:

"911" or, Mahnomen Police "non-life threatening emergency" 218-935-2255

All persons on campus are encouraged to immediately report any criminal activity to the Mahnomen Police Department and one or more of the following: the WETCC Security Officer, or the Dean of Student Services. Campus reporting normally requires a written report from someone to begin the investigation process. WETCC also usually needs the assistance of the complainant in the disciplinary process against the accused. WETCC will make exceptions to a written report when necessary, including cases presenting clear and immediate danger to an individual or the College community. Written reports must be filed with the security officer.

WETCC will issue an annual report of crimes occurring on and around campus that are made known to campus personnel and students. This report is available at Student Services or on the WETCC [web site](#). Requests for additional information regarding this report can be made at 218-935-0417 ext. 335, the Registrar's Office. The statistics in this report follow the uniform crime reporting procedures of the Federal Bureau of Investigation. These statistics should be considered in relation to the occurrences of crime in society in general and college demographics.

The Security Officer and/or the Dean Student Services serve as the primary liaisons with all law enforcement agencies for safety and security issues occurring on campus. When such incidents occur, the Liaison or their representative will determine the proper means of communicating these concerns to the campus community. The following media are used to inform the campus about safety and security issues, to report to the campus community crimes considered to be an immediate threat to students and employees, and to encourage students and employees to be responsible for adhering to stated security procedures and practices: campus-wide mail, Facebook, e-mail, campus forums, crime prevention literature, Student Government assistance, posted announcements (Safety/Security Alerts), and mailings.

Reporting Procedures

All criminal activity occurring on campus should be reported promptly to the Security Officer and/or the Dean of Student Services and/or the Mahanomen Police Department. The college will assist the individual in completing criminal reports. WETCC strongly encourages victims to file complaints and written reports of all crimes in a prompt manner with the Mahanomen Police Department. Victim support is available from the entire staff and faculty of WETCC. In appropriate cases, reports will be shared with the College's Judicial Process, the Academic Dean and/or the Dean of Student Services, who will also assist the Mahanomen Police Department and the College's Judicial Process with investigations when requested.

The Security Officer or the Dean of Student Services accept reports of criminal activity occurring to or caused by persons involved in college sanctioned functions and groups off-campus' locations. Such incidents are included in the College's annual report and may be addressed on and/or off-campus.

If you are a victim of a crime or witness a crime

1. Call the Mahanomen Police Department at 911 and/or the Security Officer at 218-261-1513, or the Dean of Student Services at 218-935-0417 ext. 330 for any emergency including medical emergencies, fires, suspicious people or activities, crime reports, traffic accidents, or other illegal activities.
2. Write down as much information as you can remember after a crime. If you cannot identify the perpetrator by name, try to recall as many details as possible about the offender(s):
 - Gender
 - Approximate age
 - Height
 - Weight/build
 - Description of face (eye color, hair color/style, jaw, nose, facial hair, glasses, etc.)
 - Dress/clothing
 - Distinguishing marks (scars, tattoos, etc.)
 - Voice
3. Attempt to obtain a description and license number of any vehicle involved. Note the direction taken by offenders or vehicles and report those to the Security Officer, the Dean of Student Services and/or the Mahanomen Police Department.
4. Preserve the crime scene: Do not touch any items involved in the incident. Close off the area of the incident and do not allow anyone in the crime area until the Security Officer, and/or the Dean of Student Services and/or police arrive.

When necessary to protect the victim's identity in sexual assaults, the Security Officer or the Dean of Student Services will accept third-party reports. Whenever possible, the Security Officer and/or the Dean of Student Services prefer to receive reports from the victim, as the detail is often more accurate in such situations. Maintain all physical evidence; do not risk losing critical evidence. All employees who become aware of an allegation of violation of College policy, student code of conduct or civil or criminal law should report the allegation to their supervisor and the Security Officer and/or the Dean Student Services. The following people with significant responsibility for student and campus activities (not including counselors) must report potential criminal activity of which they are aware to the Security Officer and/or the Dean Student Services: Admissions Coordinator, Financial Aid Officer, Human Resources Technician, President, Advisors, Faculty as well as any other employee, assistant and associate. These individuals should not attempt to investigate, but should instead report and allow Campus Security to investigate.

WETCC Response to Reports

1. All allegations will be investigated. These investigations may be made in conjunction with the Mahanomen Police Department or other law enforcement agencies.
2. Reports will be classified by the Security Officer in conjunction with the appropriate police agency according to the FBI Uniform Crime Reporting Definitions.

3. When alleged perpetrators are identified as students, the case will be forwarded to the Dean Student Services Director for investigation and appropriate action. Criminal investigation, arrest and prosecution can occur independently, before, during or after the campus process.
4. WETCC will issue a **timely warning** to members of the campus community in cases of reported murder, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft and any hate crimes (manifesting evidence of prejudice based on race, religion, sexual orientation or ethnicity), forcible rape or aggravated assault, in cases where the Security Officer and/or the Dean of Student Services (or the Dean's designee) determines there is a continuing threat to the campus community. In such cases, warnings will be published through campus bulletins, and campus newspapers, etc.

Policies Concerning Safety of & Access to Campus Facilities

WETCC personnel are here to assist you in protecting yourself by providing various safety and security communication; however, only you can protect yourself by being aware of your surroundings and taking appropriate steps to prevent crime.

Protect your valuables/property:

1. Do not loan your keys to anyone - even a classmate or a friend. They may not be careful with them and may misplace them, giving the wrong person access.
2. Do not leave your keys lying around in public places or in your jacket pocket when you are not wearing it.
3. Do not put your name or address on key rings as they may be used to steal your property if found by the wrong person.
4. Personal property (purses, briefcases, calculators, etc.) should never be left unattended. Take such items with you if you are leaving the office or classroom.
5. Lock your door whenever you leave your room or office. Always lock your car doors.
6. Protect all valuables in your office. Do not leave valuables in plain view.
7. You are encouraged to open savings or checking account rather than carry large sums of money. If you open a checking account, remember the number of the last check written. The theft of a single check can go undetected until a bank statement discloses a forgery.
8. Park your bike where you can keep an eye on it if possible. Always lock your bike. There are several good anti-theft devices available. Case-hardened heavy locks and chains afford the best protection.

Protect your automobile:

1. Always lock your car doors and never leave your keys in the vehicle.
2. Try to park your car in a well-lit area.
3. Avoid leaving property where it is visible.

Protect yourself at night:

1. Avoid walking alone at night.
2. Refrain from taking shortcuts, walk where there is plenty of light and traffic.
3. Call for an escort.

Protect yourself walking and jogging:

1. Avoid walking and jogging alone after dark.
2. Walk along well-lit routes.
3. Be alert to your surroundings. If you suspect you are being followed, run in a different direction, go to the other side of the street and yell for help, or head quickly for a lighted area or a group of people.
4. Have your keys ready when returning to your car, home, or apartment and keep your personal or valuable items concealed and close to your body.

Help us protect you:

1. Watch for suspicious persons in and around campus buildings and in parking lots. Do not pursue them. Call Campus Security at 218-261-1513 or the police department immediately.
 - a) Suspicious activity:
 - i. If you see any suspicious activity or people on or near campus, call Student Services or Campus Security immediately. Do not assume that what you observe is an innocent activity or that it has already been reported.
 - ii. Do not assume the person is a visitor or campus staff member that you have not seen before.
 - b) Suspicious people may be:

- i. Loitering about at unusual hours and locations; running, especially if something of value is being carried.
 - ii. Exhibiting unusual mental or physical symptoms. Person(s) could be under the influence of drugs or otherwise needing medical or psychiatric assistance.
 - iii. Carrying property that might be suspicious, depending on the circumstances.
2. Report all thefts and property loss immediately to Campus Security or the Dean of Student Services.
3. Be security conscious at all times.

Campus Facilities Security

Building Access and Maintenance

1. The WETCC campus is for the use of the students, faculty, staff, guests and those on official business with WETCC. All others are subject to be charged with trespassing.
2. Access to campus buildings is limited outside of normal business and class hours.
3. Students, faculty, staff and visitors are asked to report needed repairs to Maintenance 218-936-0726.

Policies and Procedures for Safe Access to Academic Buildings

1. Keys are issued to authorized faculty, staff and students only.
2. Exterior building doors should not be propped open when the doors are locked.
3. Building evacuation is mandatory for all fire alarms.
4. Faculty, staff, and volunteers who see a suspicious or unauthorized person in a building may ask the individual for I.D. or contact the Security Officer or Dean of Student Services if Security Officer is not available.
5. Faculty and staff will secure the building at closing time. In buildings with outside windows, employees should close and lock them before leaving the building.
6. On campus phones are located in most buildings for emergency calls. Problems related to people in buildings after hours should be reported to the Security Officer immediately.

Education Programs

The WETCC Student Services Center provides staff to aid students in coping with a variety of issues including sexual assault awareness, personal safety, and alcohol and drug abuse. The Student Services office also offers education on drug and alcohol abuse and has other White Earth Tribal programs do on-campus presentations.

Alcohol and Other Drugs Policy & Procedures

White Earth Tribal and Community College recognizes that the misuse of alcohol and other drugs is a serious problem in our society and our community. This College seeks to create a campus environment which promotes healthy and responsible living that is conducive to the intellectual and personal development of students. The College is committed to establishing and enforcing clear campus policies regarding the use of alcohol and other drugs. WETCC complies with and supports the Drug Free Schools and Community Act, the Drug Free Workplace Act, and Minnesota State law.

Definitions

Recognized Student Organization - any student organization that has successfully completed the recognition process as outlined in the Student Organization Handbook and registers each academic year with the Student Services office.

Travel Status - the time period from departure until return to campus by students who have obtained travel authorization through the appropriate College representative for a College sponsored student event.

College Sponsored Student Event - activities that include, but are not limited to; official meetings, practices, competitions or trips involving students (who represent divisions, departments or majors), recognized student organizations of the College.

Drug and Alcohol Policy

1. The use, possession, distribution, manufacture or sale of any alcoholic beverage, illegal drug and the illegal or unauthorized use, possession, distribution, manufacture or sale of a controlled substance is

prohibited by individual students and recognized student organizations when in travel status representing the College.

2. The use, possession, distribution, manufacture or sale of any alcoholic beverage or illegal drug and the illegal or unauthorized use, possession, distribution, manufacture or sale of a controlled substance by WETCC students is prohibited at all off-campus College sponsored student events.
3. As members of the College community, students who live or visit off-campus are expected to behave responsibly when off-campus. College community members violating civil or criminal law may be subject to College conduct procedures for the same conduct when the conduct occurs off campus but adversely affects the educational, research, or service functions of the College. Students should be aware that a student's unlawful use, possession, distribution, manufacture or sale of any alcoholic beverage, illegal drug and the illegal or unauthorized use, possession, distribution, manufacture or sale of a controlled substance cited by local law enforcement may be reported to the College. If reported, the College will take appropriate disciplinary action under this policy.
4. Good Samaritan exception: A student, who may be in violation of the alcohol/other drug policies, but comes to the aid of another student by seeking professional help, will not be cited for an alcohol/other drug College conduct violation. This exception will not be granted to those who flagrantly or repeatedly violate the College's Alcohol and Other Drug Policy.

Disciplinary Actions for Individuals in Violation of the Policies on Alcohol and Other Drugs

Appropriate disciplinary actions will be enforced upon any student who violates regulations governing students at WETCC. In compliance with the standards of conduct the following sanctions are consistent with Tribal, state and federal laws: and may be imposed for violation of the standards of conduct cited in this policy. Where appropriate, referral for prosecution may be made. One or more sanctions may be imposed for violation of college regulations in relation to the offense.

These sanctions may include but are not limited to:

Verbal and or written warning
Restitution
Academic Probation
Loss of Privileges

Academic Suspension
Academic Dismissal
Mandatory participation in an approved drug and alcohol abuse treatment, rehabilitation, and /or re-entry program

Federal and State Drug Law

Schedule Drugs

1. Heroin, LSD, mescaline and peyote, amphetamine variants, marijuana, other hallucinogens
2. Opium, morphine, codeine, methadone, cocaine, barbiturates
3. Anabolic steroids, opium, codeine, morphine, barbiturates, other narcotics, stimulants, and depressants
4. Barbiturates, benzodiazepines, chloral hydrate, other narcotics, stimulates and depressants Opium, codeine, other narcotics and depressants

Federal

Penalty for Possession of Schedule I Drugs:

First Offense: 10 - Life, 10 year mandatory min.; if death or serious injury, 20 year min; up to \$4 million fine individual, \$10 million other than individual.

Second Offense: 20 - Life, 20 year min., up to \$8 million fine individual, \$20 million other than individual.

Penalty for Possession of Schedule II Drugs:

First offense: 5-40 years, 5 year mandatory min.; if death or serious injury, 20 year min.; up to \$2 million fine individual, \$5 million other than individual.

Second offense: 10-Life, 10 year min.; if death or serious injury, not less than life; up to \$4 million fine individual, \$10 million other than individual.

Penalty for Possession of Schedule III Drugs:

First Offense: 0-5 years; up to \$250,000 fine individual, \$1 million other than individual.

Second Offense: 0-10 years; up to \$500,000 fine individual, \$2 million other than individual.

Penalty for Possession of Schedule IV Drugs:

First Offense: 0-3 years; up to \$250,000 fine individual, \$1 million other than individual.

Second offense: 0-6 years; up to \$500,000 fine individual, \$2 million other than individual.

Penalty for Possession of Schedule V Drugs:

First offense: 0-1 year; up to \$100,000 fine individual, \$250,000 other than individual.

Second offense: 0-2 years; up to \$200,000 fine individual, \$500,000 other than individual.

State**First Degree:**

Sale: 10+ grams of cocaine, 50+ grams of other narcotics, 200+ doses of hallucinogen, 50k of marijuana.

Possession: 25+ grams of cocaine, 500+ grams of other narcotics, 500+ doses hallucinogen, 100+ k of marijuana.

Penalty: 0-30 years, 4 year mandatory minimum if prior drug felony; up to \$1 million fine.

Second Degree:

Sale: 3+ grams cocaine, 10+ grams of other narcotic, 50 doses hallucinogen, 25+ k marijuana or sale of Schedule 1 or II drug narcotic, either to a person under 18 or in a school, park, or public housing zone.

Possession: 6+ grams cocaine, 50+ grams of other narcotic. 100+ doses hallucinogen, 25+ k marijuana.

Penalty: 0-25 years, 3 year mandatory minimum if prior drug felony; up to \$500,000 fine.

Third Degree:

Sale: Narcotic, 10+ doses hallucinogen, 5+ kilos marijuana or sale of any Schedule I, II or III drug (except a Schedule I or II narcotic or marijuana) to a person under 18 or employment of a person under 18 to sell same.

Possession: 3+ grams cocaine, 10+ grams of other narcotic, 10+ k of marijuana and any amount of Schedule I and II narcotic in a school, park or public housing zone.

Penalty: 0-20 years, 2 year mandatory min. If prior drug felony; up to \$250,000 fine.

Fourth Degree:

Sale: Any schedule I, II, III drug (except marijuana), or sale of marijuana in a school, park, or public housing zone.

Penalty: 0-15 years, 1 year mandatory min. if prior felony; up to \$100,000 fine.

Fifth Degree:

Sale: Marijuana or any schedule IV drug.

Possession: All Schedule I, II III, or IV drugs except 42.5 grams or less of marijuana.

Penalty: 0-5 years, 6 month mandatory min. if prior drug felony; up to \$10,000 fine.

Alcohol Violations

Minnesota has many statutes that regulate and control alcohol use and misuse. Fines and penalties are given on the basis of minimum requirements and prior violations. Some crimes and violations are as follows:

Driving under the influence (blood alcohol content over .08):

1st offense: Up to \$700 fine and/or up to 90 days in jail, revoke drivers' license 30 days.

2nd offense (within 5 years): Up to \$3,000 fine and 30 days to one year in jail, revoke drivers' license 180 days.

Persons under the age of 21:

Misdemeanors: Consumption and possession unless in parent or guardians home, purchase or attempts to purchase alcohol, entering licensed premises, misrepresenting age. \$100 to \$700 fine and up to 90 days in jail.

Aiding Minors:

Gross Misdemeanor: To sell, furnish or give a minor alcohol, to induce a minor to purchase alcohol, to lend or permit use of license to a minor. Up to \$3,000 fine, 180 days to one year in jail, revoke license for 180 days.

Health Risks

Alcohol: Damage to heart, liver, and/or pancreas, addiction, coma, death from overdose, injury or accident.

Marijuana: Damage to heart, lungs, and/or brain nerve cells, lung cancer, bronchitis, infections.

Depressants: (Alcohol, Valium, quaaludes, downers, etc.) Irreversible brain or nervous system damage, damage to heart, liver, and/or pancreas, coma, death from overdose.

Hallucinogens: (LSC, PCP, angel dust, mushrooms, etc.) Agitation, hyperactivity, convulsions, death.

Inhalants: (Solvents, aerosol sprays, paint thinner, glue, etc.) Damage to nervous system liver and brain, heart failure, seizures.

Narcotics: (Codeine, heroin, opium, etc.) Respiratory arrest, coma, death due to overdose.

Steroids: (Roids, juice, d-ball, etc.) Acne, liver and kidney damage, heart disease, gallstones, kidney stones, liver cancer, impotence and sterility in men.

Stimulants: (Cocaine, crack, uppers, ritalin, preludes, etc.) Headaches, depression, psychosis, cardiac arrest, convulsions, coma, death.

The abuse of alcohol and drugs has a way of creating turmoil, not just with the law and with ones body; abuse also can create havoc with emotions that leads to a variety of problems.

Additional Risks

Many students consider drinking to be normal and respectable, but many people forget that the abuse of alcohol can cause serious physical and mental problems.

- ✓ Emotional problems
- ✓ Difficulty at work
- ✓ Family turmoil
- ✓ Legal problems
- ✓ Health problems
- ✓ Spiritual struggle
- ✓ Memory loss
- ✓ Financial difficulties
- ✓ Relationship tension
- ✓ Trouble dealing with reality
- ✓ Intellectual barriers
- ✓ Poor academic performance
- ✓ Loss of muscle control
- ✓ Impaired judgment
- ✓ Impaired thinking and reasoning processes
- ✓ Loss of inhibitions
- ✓ Social conflict
- ✓ Accidents and injuries
- ✓ Fetal Damage or Death
- ✓ Alcohol Poisoning
- ✓ Death

Alcohol/Drug Resources

Alcohol/Drug Information www.brad21.org

Help a Friend with a Drug/Alcohol Problem www.freevibe.com

Characteristics of Families with Alcohol Abuse www.nacoa.net/impfacts.htm

Alcohol Self-Assessments

1. The Drink Wheel – blood alcohol concentration calculator www.intox.com/drinkwheel.aspx
2. How much is too much? Take alcohol screening test www.alcoholscreening.org

Alcohol Related Information for Parents and Students www.collegedrinkingprevention.gov

Get Help

On campus counseling is available by appointment or on the schedule times made available to all students, faculty and staff. Contact Sue Cliff 218-935-0417 ext. 326 regarding:

1. Detox and Chemical Dependency Assessments – Center for Alcohol and Drug Treatment
2. On-Campus and Off-Campus Narcotics/Alcoholics Anonymous Meetings
3. Women’s Empowerment Talking Circle

Other resources:

1. Lakes Counseling Center in Detroit Lakes 1-866-847-0696
2. White Earth Substance Abuse Program 1-800-950-3248
3. Women’s Wellbriety Center 218-936-5653
4. Alcoholics Anonymous 1-800-371-4017 (toll free)

Sexual Violence Policy

Sexual violence is an intolerable intrusion into the most personal and private rights of an individual, and is prohibited at White Earth Tribal and Community College. White Earth Tribal and Community College is committed to eliminating sexual violence in all forms and will take appropriate remedial action against any individual found responsible for acts in violation of this policy. Acts of sexual violence may also constitute violations of criminal or civil law, or other Council Policies that may require separate proceedings. To further its commitment against

sexual violence, WETCC provides reporting options, internal mechanisms for dispute resolution, and prevention training or other related services as appropriate.

Application of policy to students, employees, and others

This policy applies to all White Earth Tribal and Community College students and employees and to others, as appropriate, where alleged incidents of sexual violence have occurred on WETCC Property. Individuals alleged to have committed acts of sexual violence on WETCC property who are not students or employees are subject to appropriate actions by White Earth Tribal and Community College, including, but not limited to, pursuing criminal or civil action against them.

Definitions

Sexual violence - Sexual violence includes a continuum of conduct that includes sexual assault, and non-forcible sex acts, as well as aiding acts of sexual violence.

Sexual assault - Sexual assault means an actual, attempted, or threatened sexual act with another person without that person's consent. Sexual assault is often a criminal act that can be prosecuted under Minnesota law, as well as form the basis for discipline under White Earth Tribal and Community College student conduct codes and employee disciplinary standards. Sexual assault includes but is not limited to:

1. Involvement without consent in any sexual act in which there is force, expressed or implied, or use of duress or deception upon the victim. Forced sexual intercourse is included in this definition, as are the acts commonly referred to as "date rape" or "acquaintance rape." This definition also includes the coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another.
2. Involvement in any sexual act when the victim is unable to give consent.
3. The intentional touching or coercing, forcing, or attempting to coerce or force another to touch an unwilling person's intimate parts (defined as primary genital area, groin, inner thigh, buttocks, or breast).
4. Offensive sexual behavior that is directed at another such as indecent exposure or voyeurism.

Consent - Consent is informed, freely given and mutually understood. If coercion, intimidation, threats, and/or physical force are used, there is no consent. If the complainant is mentally or physically incapacitated or impaired so that the complainant cannot understand the fact, nature, or extent of the sexual situation, and the condition was known or would be known to a reasonable person, there is no consent; this includes conditions due to alcohol or drug consumption, or being asleep or unconscious. Whether the respondent has taken advantage of a position of influence over the complainant may be a factor in determining consent.

Non-forcible sex acts - Non-forcible acts include unlawful sexual acts where consent is not relevant, such as sexual contact with an individual under the statutory age of consent, as defined by Minnesota law, or between persons who are related to each other within degrees wherein marriage is prohibited by law.

WETCC property - the facilities and land owned, leased, or under the primary control of the White Earth Tribal and Community College.

Employee - any individual employed by the WETCC, including student workers.

Student - an individual who is:

1. admitted, enrolled, registered to take or is taking one or more courses, classes, or seminars, credit or noncredit, at any System college or College; or
2. between terms of a continuing course of study at the college or College, such as summer break between spring and fall academic terms; or
3. expelled or suspended from enrollment as a student at the College, pending any adjudication of the student disciplinary action.

Options and Rights of a Student or Employee Who Reports a Complaint of Sexual Violence

Notice of complainant options Following a report of sexual violence the complainant shall be promptly notified of:

1. Where and how to obtain immediate medical assistance; complainants should be informed that timely reporting and a medical examination within 72 hours are critical in preserving evidence of sexual assault and providing a criminal or civil case against a perpetrator. Complainants should be told, however, that they may report incidents of sexual violence at any time.
2. Where and how to report incidents of sexual violence to local law enforcement officials, and/or appropriate Colleges contacts for employees, students and others.
3. Resources for where and how complainants may obtain on- or off-campus counseling, mental health or other support services.

Notice of complainant rights Complainants shall be notified of the following:

1. Their right to file criminal charges with local law enforcement officials in sexual assault cases.
2. Rights under the crime victim's bill of rights, Minnesota Statutes Sections 611A.01-611A.06, including the right to assistance from the Crime Victims Reparations Board and the commissioner of public safety.
3. Availability of prompt assistance from campus officials, upon request, in notifying the appropriate campus investigating authorities and law enforcement officials, and, at the direction of law enforcement authorities, assistance in obtaining, securing and maintaining evidence in connection with a sexual violence incident.
4. Assistance available from campus authorities in preserving for sexual violence complainant materials relating to a campus disciplinary proceeding.
5. Those complaints of incidents of sexual violence made to the Registrar, Academic Dean and Dean of Student Services authorities will be promptly and appropriately investigated and resolved.
6. That, at a sexual assault complainant's request, the College, or Office of the President may take action to prevent unwanted contact with the alleged assailant, including, but not limited to, transfer of the complainant and/or the respondent to alternative classes, or a work site or to alternative college-owned housing, if such alternatives are available and feasible.

Where to Go For Assistance

Persons at White Earth Tribal and Community College who have been the subject of sexual discrimination/harassment or violence or who have witnessed others being subjected to sexual discrimination/harassment or violence can contact any of the College resource persons listed below for assistance. These people can listen, answer your questions, and discuss your options. Students can seek assistance from faculty and staff on campus, referrals will be made to the following people. WETCC encourages reporting of crimes for your safety and the safety of others.

Contacts Regarding Reporting Sexual Discrimination/Harassment

Human Resource Technician, Rachel Hamre 218-935-0417 ext. 332 – *Employee Investigations*
 Security Officer, Brian Smith 218-261-1513 - *Student Investigations*
 Counselor Office Sue Cliff 218-935-0417 ext. 326
 Mahnomen Police Department 218-935-2255

Contacts Regarding Reporting Sexual Violence

Human Resource Technician, Rachel Hamre 218-935-0417 ext. 332 – *Employee Investigations*
 Dean of Student Services, Lisa Handley 218-935-0417 ext. 330 - *Student Investigations*
 Security Officer, Brian Smith 218-261-1513 - *Student Investigations*
 Counselor Office Sue Cliff 218-935-0417 ext. 326
 Mahnomen Police Department 218-935-2255

For TTY Communication, contact the Minnesota Relay Service at 1.800.627.3529

White Earth Tribal and Community College is committed to providing an environment free from sexual discrimination/harassment and violence, and continues to seek ways to eliminate such behavior. You are strongly encouraged to talk with one of the people listed about your experience or concerns. White Earth Tribal and Community College is an equal opportunity educator and employer. This information will be made available in alternate format, upon request by contacting Sue Cliff for Disability Services at 218.935.0417 ext. 326.

Other WETCC contacts

Security Officer, Brian Smith	218-261-1513
Dean of Student Services, Lisa Handley	218-935-0417 ext. 330
Registrar, Angel Stanhope	218-935-0417 ext. 335
Student Counseling Office, Sue Cliff	218-935-0417 ext. 326
Waadookoodaading Student Success Center	218-935-0417
National Office of Civil Rights	1-800-421-3481

Local Resources:

The following local resources are also available to provide assistance:

Emergency services**911**

Mahnomen Health Center	218-935-2511
Mahnomen Police	218-935-2255
Rape and Abuse Crisis Line	1-500-845-3931
WE Dove Program Domestic Violence and Rape/ Sexual Assault	1-800-543-8629
WE Dove 24hr Crisis line	1-877 830-3683
National Domestic Violence line	1-800-799-7233
Healing Families Program	1-800-543-0629
Victims of Crime	1-800-763-8629 ext. 3263
DOVE-Down on Violence Everyday	1-800-543-0629
Suicide Line	1-500-845-3931

Other Resources:

MN Office of Justice Programs Crime Victim Rights	1-888-622-8799
Minnesota Office of Civil Rights	TDD: 877-521-2172
Anishinaabe Legal Services Naytahwaush	1-877-800-7295
Anishinaabe Legal Services Cass Lake	1-800-422-1335
White Earth Legal Assistance	218-983-4649
White Earth Veterans Services	218-935-5554 ext. 3259
Mental Health Crisis Line	1-877-380-3621
GLBT National Help Center	1-888-799-7233
For help with finding other resources – Sue Cliff	218-935-0417 ext. 326

Community Notification of Sexual Offenders

In 1996 the Minnesota Legislature passed the Community Notification Law (Minnesota Statutes 244.052) that permitted the release of information about certain offenders in Minnesota. The intent of the legislature was as follows: "If members of the public are provided adequate notice and information about an offender's release, the community can develop constructive plans to prepare themselves." Prior to this law, law enforcement agencies, and others knew the information regarding predatory offenders within the criminal justice system, but beyond those agencies and individuals the information about offenders was classified as either private or confidential. Community Notification allows some information about some offenders to be converted from private or confidential information to public information. In Minnesota the amount of information, and the scope of individuals to whom information is released, is indicated by the risk level assigned to the offender by an End of Confinement Review Committee (ECRC) established by the notification law, and operated by the Department of Corrections (DOC). The higher number risk level assigned to the offenders, the more information can be released, and the broader the audience that will receive that information. Law enforcement agencies where the offenders reside have the responsibility for the notification of their communities under this law.

Information regarding Level 3 sex offenders can be found at www.corr.state.mn.us/level3/level3.asp and information regarding Level 2 offenders is available at the Mahnomen Police Department.

Level one offenders are determined to be at a lower risk to re-offend. Police agencies may open a file on these offenders and may release information about the release of the offender to victims of, and witnesses to the crime, other law enforcement agencies, and anyone identified by the prosecuting attorney to receive the information.

Level two offenders are determined to be at a moderate risk to re-offend. Police agencies may release information to anyone included in the Level One information release, and in addition may notify organizations about the offender's release. These organizations may include schools, daycare centers, and other organizations where individuals who may become victims of the offender are regularly found. Law enforcement will make the decision on which organizations to notify based on the offender's past pattern of behavior. Law enforcement officials may also choose to notify certain individuals that they determine to be at possible risk from the offender, but this is not a wide spread community notification. Organizations notified about a Level Two offender are given this information to protect individuals in their care while they are on or near the premises of those organizations. The information is not to be re-distributed by those organizations that have been notified.

Level three offenders have been determined to be at the highest risk for re-offense out of all of the three risk levels. Law enforcement may notify all individuals and agencies included in Level One and Level Two notifications, and may also distribute information about the offender to everyone else in the community. In addition, officials may use the media and other distribution methods to get this information to the public. According to law enforcement policy, enforcement officials hold public meetings in the areas where Level Three offenders reside. At those meetings, information about the notification process, about the registration of predatory offenders, and information about the general population of these offenders is distributed and discussed. In addition, information about a specific offender or offenders is released. The information includes a general area of residence, a description of the offender (with photograph), and a description of the pattern of behavior that this offender has been known to display in the past. This disclosure does not apply to offenders that are in licensed residential facilities where staffs have been trained to manage sexual offenders (halfway houses), nor does it apply to offenders in secure hospital facilities operated by the Department of Human Services (hospitals at Moose Lake and St. Peter, Minnesota).

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White Earth Tribal and Community College**

Crime Incident Report Form

Page 1

This form should be completed by those individuals identified as “campus security authorities” who are required to report information they receive about specified crimes (described below) pursuant to the federal *Clery Act*. The information collected from these forms will be used to prepare a compilation of statistical crime information that will be included in the campus’ Annual Security Report.

It is the policy of the WETCC to ensure that victims and witnesses to crime are aware of their right to report criminal acts to the police, and to report WETCC policy violations to the appropriate office (e.g., student conduct violations to the Dean of Student Services or the Academic Dean. However, if a reporting person requests anonymity, this request must be honored to the extent permitted by law. Accordingly, no information should be included on this form that would personally identify the victim without his/her consent.

Campus Security Reporter will use this form to determine the category of crime and location under which the crime should be reported according to the requirements of the *Clery Act*.

Please forward this completed form to: Brian Smith, Security Officer, PO Box 478, Mahnomen, MN 56577.

Person Receiving Report: _____ Phone Number: _____

Report Made by:

_____ Victim

_____ Third Party Relationship to victim: _____

Date and Time the Incident occurred: _____

Description of the incident or crime: _____

Type of Crime (check all that apply)

Theft _____ Burglary _____ Alcohol Related _____ Sexual Assault _____ Harassment _____ Assault _____

Other _____

Location of Incident

Identify building name, address, etc. Be as specific as possible. _____

The location where this incident occurred was:

_____ On-campus, but not in student housing

_____ Off-campus public property immediately adjacent to campus

_____ Off-campus, NOT affiliated with or not adjacent to campus

_____ Unknown

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White Earth Tribal and Community College**

Crime Incident Report Form

Page 2

Sex Offenses

Examples of sex offenses are rape, sodomy, sexual assault with an object, fondling, incest, and statutory rape.

Was this crime a sexual offense? _____ Yes _____ No

If yes, were the victim and the assailant acquainted? _____ Yes _____ No

If yes, was the victim or the assailant under the influence of alcohol or drugs?

Victim: _____ No Yes, alcohol _____ Yes, drugs _____

Assailant: _____ No Yes, alcohol _____ Yes, drugs _____

Hate Crimes

Hate crime information is required to be reported for each of the following crimes (criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, and arson) and for any other crime involving bodily injury.

Was this incident motivated by hate or bias? Yes _____; No. _____

If yes, identify the category of prejudice:

_____ Race _____ Ethnicity _____ National Origin

_____ Religion _____ Disability _____ Sexual Orientation

If yes, provide a brief explanation of the determination _____

Alcohol, Drug and Weapons Law Violations

Check all that apply:

_____ Alcohol _____ Drugs _____ Weapons Describe: _____

Number of individuals arrested or referred for campus disciplinary action: _____

Emergency Procedures

Emergency response and Preparedness Plan

Active Threat/Lock down

If an active threat or lockdown situation occurs, please follow these steps:

1. Close and lock the door.
2. Turn off all lights.
3. Dial 911.
4. Notify campus security if possible.
5. Gather everyone into a corner of the room out of sight and remain quiet.
6. Do not answer the door.
7. Take attendance of everyone in the room, hold until information is requested.
8. Stay in room until evacuated by the police.
9. Be prepared to stay in lock down for an extensive period of time.

Classroom Disturbance

If you observe threatening disturbance, follow these steps:

1. Dial 0 and report the incident with specific location information, (building and room). If the disturbance is endangering faculty, staff or students, dial 911 and report the incident.
2. Limit staff and students from entering the area.
3. Security personnel will report to the identified area.

Evacuation

If an evacuation from the campus becomes necessary, the following procedures will be implemented:

1. An announcement will be made giving specific directions for the leaving the building or parking lots.
2. Medivan will be called to provide transportation for individuals with disabilities if necessary.

Fire

Anyone seeing a fire should:

1. Activate the nearest fire alarm.
2. Dial 911 to report the fire.
3. Dial 0 to report the fire.
4. Leave the building via the closest available exit.
5. Move to the emergency evacuation assembly areas.
6. Remain outside until the "all clear" announcement is made.

Medical Emergency

If you observe an individual with an apparent medical emergency, follow these steps:

1. Assess the situation (i.e., unresponsiveness, pulse, breathing, bleeding).
2. Call out to obtain nearby help.
3. Dial 911 if ambulance is needed, Dial 0 if an ambulance is not needed.
4. State that you have a medical emergency, give specific location information (building and room) and information about the nature of the illness or injury. Whenever possible someone should stay with the injured/ill person.
5. Begin CPR if the person is not breathing or does not have a pulse.

Tornado/Severe Weather

When a tornado warning is issued for Mahnommen county, or the city of Mahnommen the following steps are implemented.

1. An announcement is made alerting students and staff of the warning.
2. All students and staff should report to the designated shelter areas in the building.
3. When the threat of a tornado has passed or the tornado warning has been cancelled an announcement will be made indicating that people can leave the designated shelter areas.

Bomb Threat

The person receiving the call should:

1. Attempt to gain as much information as possible from the caller.
2. Dial 0 to report the threat to security.

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White Earth Tribal & Community College

3 Year Crime Statistics

	2008			2009			2010		
	Campus	Non-campus Buildings	Public Property	Campus	Non-campus Buildings	Public Property	Campus	Non-campus Buildings	Public Property
Reports of:									
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses – Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses – Non-forcible									
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	2	0	0	30
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	3
Arson	0	0	0	0	0	0	0	0	0
Arrests for:									
Alcohol Violations	0	0	0	0	0	0	0	0	14
Drug Violations	0	0	0	0	0	0	0	0	3
Weapons Violations	0	0	1	0	0	0	0	0	0
Disciplinary Referrals									
Alcohol	0	0	0	0	0	0	0	0	0
Drug	0	0	0	0	0	0	0	0	0
Weapons	0	0	0	0	0	0	0	0	0

NOTE: There were no hate crimes reported in 2008, 2009, 2010

The report given to WETCC by the Mahnommen County Sheriff's office lists only OFFENSES, and does not distinguish them from ARRESTS. The Clery Act defines public property as: *All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.* The addresses listed in the Mahnommen County Sheriff's office report do not provide enough information to be able to differentiate whether an offense took place in a private building or on public property. This difficulty has been reported to the United States Department of Education when submitting WETCC's annual crime statistics. The possible increase in reported data may have to do with the construction of a new campus building that opened in the fall of 2010.