

CAMPUS SECURITY

REPORT 2018

**LITTLE BIG HORN COLLEGE
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"Safety is everyone's responsibility"

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The Mission Statement of Little Big Horn College

Little Big Horn College, a 1994 Land Grant Institution, is the Crow higher education and cultural center that grants Associate of Arts, Associate of Science, and Applied Science degrees and Certificates in areas that reflect the developing economic opportunities and social needs of the Crow Indian Reservation and surrounding communities, offering instruction by traditional and distance education methods. The College is dedicated to the professional, vocational, and personal development of individual students for their advancement in higher education or the workplace and inspiring Crow and American Indian scholarship. The College is committed to the preservation, perpetuation, and protection of Crow culture and language, and respects the distinct bilingual and bicultural aspects of the Crow Indian community. Little Big Horn College is committed to the advancement of the Crow Indian family and community building.

Core Themes

- 1) Access to Educational/Training Opportunities
- 2) Commitment to Community Education and Outreach
- 3) Dedicated to the Enhancement of Crow Culture and Language

THE CLERY ACT

The law is named for Jeanne Clery, a 19-year-old Lehigh University freshman who was raped and murdered in her campus residence hall in 1986. Jeanne's parent, Connie and Howard, discovered that students hadn't been told about 38 violent crimes on the Lehigh campus in the three years before her murder. They joined with other campus crime victims and persuaded Congress to enact a series of laws in 1990, which were originally known as the "Student Right-to-Know and Campus Security Act" and "Crime Awareness and Campus Security Act".

In 1998, "The Crime Awareness and Campus Security Act" was renamed the "Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act" in memory of Jeanne Clery.

The Clery Act requires all Colleges and Universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses. Compliance is monitored by the United States Department of Education, which can impose civil penalties, up to \$35,000 per violation, against institutions for each infraction and can suspend institutions from participating in federal student financial aid programs.

ABOUT THE REPORT

In compliance with the Jeanne Clery Disclosure of campus Security Policy and Campus Crime Statistics Act, the Little Big Horn College will publish an annual security report for the campus.

HOW THE REPORT IS DISSEMINATED

The Clery Act stipulates that the College is to notify current and prospective students, Faculty, and staff of the availability of this report, no later than October 1, 2018. The report may be retrieved from the college's campus security webpage at http://www.lbhc.edu/crime_report.

MAINTAIN A PUBLIC CRIME LOG

Institutions are required to maintain a public crime log documenting the "nature, date, time, and general location of each crime" and its disposition, if known. Incidents must be entered into the log within 2 business days. Logs kept pursuant to these policies are kept for public inspection in the Dean of Student's Office (Student Union Building). A printed copy will be made available upon oral or written request. New information about an entry into a log that becomes available to security shall be recorded in the log not later than two (2) business days after the information becomes available. If there is clear and convincing evidence that the release of such information would jeopardize an ongoing criminal investigation or the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence, such information may be withheld until that damage is no longer likely to occur from the release of such information.

DISCLOSE CRIME STATISTICS

Institutions must disclose crime statistics for incidents that occur on campus, in unobstructed public areas immediately adjacent to or running through the campus. The statistics must be gathered by appointed school officials and local law enforcement. The Clery Act requires reporting of crimes in seven major categories, some with significant sub-categories and conditions.

1. Criminal Homicide
 - Murder & Nonnegligent manslaughter
 - Negligent manslaughter
2. Sex Offenses
 - Forcible
 - Non-Forcible
3. Robbery
4. Aggravated Assault
5. Burglary, where:
 - There is evidence of unlawful entry (trespass), which may be either forcible or not involve force.
 - Unlawful entry must be of a structure - having four walls, a roof, and a door.
 - There is evidence that the entry was made in order to commit a felony or theft.
6. Motor Vehicle Theft
7. Arson

Hate crimes must be reported by category of prejudice, including race, gender, religion, sexual orientation, ethnicity, and disability. Statistics are also required for four additional crime categories if the crime committed is classified as a hate crime:

1. Larceny/Theft
2. Simple Assault
3. Intimidation
4. Destruction/Damage and vandalism of Property.

The Clery Act stipulates that statistical information for offenses reported by the college must be broken down into specific categories indicating where the crime is reported to have occurred. The Clery Act defines these locations as on campus, non-campus, and public property.

ARRESTS/STUDENT DISCIPLINE REFERRALS FOR LIQUOR, DRUG AND WEAPONS LAW VIOLATIONS.

Little Big Horn College Alcohol and Drug Policy can be found in the College Catalog and the Student Handbook.

HOW TO REPORT AN EMERGENCY

Any threat to the personal safety of a student or college employee must be reported to the Dean of Student Services or to the President, but coming from a small college, if the activity is of serious nature, everyone on campus is immediately to call 911 from campus phone or calling 406-638-2631.

Building	Contact Person	Phone
Administration Building	Shaleen Old Coyote, Dean of Administration	406.638.3110
Cultural Building	Shaleen Old Coyote, Dean of Administration	406.638.3110
Driftwood Lodges	Frederica Left Hand, Dean of Administration	406.638.3110
Health & Wellness Center	Frederica Left Hand, Dean of Academics	406.638.3131
Library and Archives	Shaleen Old Coyote, Dean of Administration	406.638.3660
Student Union Building	Patricia Whiteman, Dean of Student Services	406.638.3106
After Hours	Security	406.638.3135

EMERGENCY PROCEDURES

Little Big Horn College will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or

safety of students or employees on campus. The institution will, without delay, and taking into account the safety of the community will determine the content of this notification and initiate the notification system, unless the notification will, in the professional judgment of the responsible authority compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

The process used by Little Big Horn College will defer to the assessment of the emergency situation based on information and intelligence provided to the college and/or the observation of hazards or conditions that pose an imminent risk or immediate threat to life, safety, or environment. Notification will be made to all persons who may be affected by the emergency and will contain information about the hazard and immediate action steps that should be undertaken and will be initiated on the orders of the responsible authorities. The process will be managed by:

- LBHC Title IX Coordinator
- LBHC Dean of Students
- LBHC Title IX Investigators
- Crow Tribe/Bureau of Indian Affairs Police
- Campus Security
- Or other such designee as assigned Emergency information will be disseminated to the larger community through the dispatch operator at the Crow Tribe/Bureau of Indian Affairs Police Department, following the standard operating procedures of that agency.

Each year, Little Big Horn College will test these procedures through a Full-scale exercise in conjunction with local, state, tribal and federal law enforcement agencies. The results of this exercise will be published and documented with the description of the exercise and whether it was announced or unannounced.

EMERGENCY EVACUATION PLAN

In the event of a campus emergency, Little Big Horn College may use a variety of tools to communicate to the campus and the public. Depending on the nature of the emergency, Little Big Horn College may use all or some of the following when activating the Emergency Notification System:

- Campus email- in the event of an emergency, vital information may be communicated through email. Make sure to stay connected to get the most up-to-date information.

- Local Media -local media - radio, television, newspapers - will help announce and update campus closures or emergency situations.
- The Little Big Horn College Title IX/Emergency Management Team and the Little Big Horn College President are typically the ones who deliver emergency information to college administration, faculty, and staff. Upon considering this information, administration develops the messages and activates appropriate communications.
- In emergency situations where immediate action is required, Little Big Horn College may employ other tools. Evacuation of Buildings upon hearing/seeing the audible/visual fire alarm or notification from the President or Designee the need to evacuate the building all faculty and staff should immediately instruct students to move towards the closest exit. Everyone should exit the building as quickly as possible without stopping for personal items. Assigned Little Big Horn College personnel will assist with the evacuation. The President or Designee will ensure the building is clear of all persons.

Everyone will assemble in their designated location. All people on campus will report to the Arbor, located in the center of campus. Faculty and staff will verify through class roster or work schedules that all students and staff are accounted for. Faculty and staff will report their headcounts to their immediate supervisor or department head in order to communicate the information to the President or Designee.

ITEMS TO REMEMBER IN EMERGENCY SITUATIONS

- Evacuate the building in a safe and orderly manner by using the designated evacuation routes, which are posted in prominent locations in each building.
- Obey the instruction of the President or Designee, Safety Coordinator, Security and Police.
- Avoid crowding together.
- Be calm, do not panic.
- Do not stop or search for personal items. Evacuation route for all the Little Big Horn College Buildings should be to the nearest exit. Primary Location for students to assemble will be at the Arbor in the middle of the campus.

EVACUATION OF PERSONS WITH LIMITED MOBILITY/SPECIAL NEEDS

In the event of a fire, immediate and complete evacuations are preferred if it can be accomplished in a safe manner. To ensure personal safety in emergency situations, the following guidelines should be observed by students with disabilities in advance of an emergency. Notify instructors and/or classmates of the type of assistance you will need during an emergency situation.

1. If immediate and complete evacuation is not possible, ask someone to assist you to a safe area with as much distance from the affected area as possible until emergency personnel arrive and complete evacuation.
 - The assisting individual should stay with you until emergency personnel arrive. In addition, you should ask a second person to immediately notify emergency personnel of your location and the type of assistance required.
2. In the event of a tornado warning you should request assistance from instructors or classmates if assistance is needed. Remain in the corridors away from windows and exterior doors.
3. Pre-planning is essential to a safe evacuation.
4. If you are a person who has special needs know your needs and consider what you would do in an emergency.
5. If you need to be evacuated help yourself and rescuers by providing them with information about your needs and the best ways to assist you since people may not be aware of your circumstances or how to help.

Logs kept pursuant to Clery Act reporting requirements are kept for public inspection at the Little Big Horn College's Dean of Student Services Office. A printed copy will be made available upon oral or written request. It should be noted that the Department of Education requires that summons/citations for marijuana are listed as arrests, even when the subject was not arrested, for purposes of Clery Act reporting. Little Big Horn College may not withhold or subsequently remove a reported crime from its crime statistics based on a decision by a court, coroner, jury, prosecutor, or other similar no campus official. Clery Act reporting does not require initiating an investigation or disclosing identifying information about the victim.

Commitment to Title IX

Title IX of the Education Amendments of 1972 prohibits sex discrimination - which includes sexual violence - in educational programs and activities. Students, staff, faculty, and other employees have the right to pursue education, including athletic programs, scholarships, and other activities, free from sex discrimination, including sexual violence, sexual misconduct, stalking and harassment.

If you have experienced sexual discrimination, and/or sexual violence (including sexual assault, dating violence, domestic violence, or stalking) in particular, this website includes information you should know about your Title IX rights.

If you believe that you are a victim of sexual discrimination including sexual harassment, sexual misconduct, sexual assault, stalking, dating violence or rape at LBHC, you have the following rights:

- To receive basic information about services designed to assist you
- To recover your losses - to the extent possible - though restitution and the return of property that was seized as evidence when it is no longer needed
- To seek or have sought on your behalf as soon as possible counseling and medical attention at a health center or elsewhere as needed including at the nearest hospital emergency room
- To report the crime to the Title IX personnel or the City Police Department or other law enforcement agency having jurisdiction
- To be informed of the outcome of any disciplinary proceeding held
- To have the option of changing your academics if so requested and if the changes are reasonably available
- To request the College to implement a "no-contact" mandate with the perpetrator
- You have the right not to "work it out" with the alleged perpetrator through mediation. LBHC does not consider mediation to be appropriate in cases involving sexual violence

TITLE IX

"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 EDUCATION PROGRAM OR FROM RECEIVING FEDERAL FINANCIAL ASSISTANCE."

Sexual Harassment:

The "Campus Sex Crimes Prevention Act", (section 1601 of Public Law 106-386 is a federal law enacted on October 28, 2001 that provides for the tracking of convicted sex offenders enrolled at or employed by institutions of higher education. The act amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act to require sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student. The law requires that state procedures ensure that this registration information is promptly made available to law enforcement agencies with jurisdiction where the institutions of higher education are located and that it is entered into appropriate State records or data systems. These changes took effect October 28, 2002.

Violent and Sexual Offenders:

If a student answers yes to the sexual/violent offender question on the admissions application the student will be required to submit to a background check at his/her own expense, and the student will be required to complete the Disclosure of Information Form. This form is an opportunity for the student to explain the circumstances of the arrest, indictment or conviction as well as any court action. The disclosure form must be completed by the student for review. Throughout the process of review, the student will be notified of his or her status.

Physical and Domestic Violence:

- Domestic Violence is a pattern of behavior used to establish power and control over another person through fear and intimidation, often including the threat or use of violence.
- Other terms for domestic violence include intimate partner violence, battering, relationship abuse, spousal abuse, or family violence

Felony Convictions:

If there is a record of a felony criminal charge, the disclosure form will be sent directly to the LBHC officials and reviewed by the Registrar on a case-by-case basis.

*It must be noted that a record of a felony may prohibit an individual from full acceptance into any program which requires licensure in their major field.

To Report Sexual Misconduct:

LBHC is committed to an environment free from discrimination and harassment and calls on every member of the college community to be vigilant in deterring and reporting all violations.

Annual Crime Report:

Pursuant to the 1990 Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, also known as the Student Right-to-Know Act, LBHC has made known to both students and employees the occurrence of specific crimes on campus as well as the surrounding area of Crow Agency. These annual campus crime reports display the number of arrests for liquor violations, drug-abuse violations, and weapons violations.

***The report is available online at: http://www.lbhc.edu/crime_report/

To file a complaint or concern, contact:

Dean of Administration - SHALEEN OLD COYOTE

Administration/Library building 406-638-3110

Dean of Students - PATRICIA WHITEMAN

SUB Building 406-638-3106

Crow Tribal Domestic Violence Program

Specifically, you can contact any of the following to report an incident of sexual harassment and/or sexual violence and maintain confidentiality:

- Domestic Violence Coordinator 406-679-2949
- Crow Police Department 406-638-2631

When faculty and staff not employed in the offices listed above learn about sexual harassment and/or sexual violence involving students, they have an obligation to report it. Even if you do not specifically ask for confidentiality, LBHC will only disclose information to individuals who are responsible for handling the response to sexual harassment and/or sexual violence and will maintain your privacy to the largest degree possible.

You have the right to talk with College Officials about protecting your safety and privacy.

About Discrimination, Harassment and Unacceptable Behavior

LBHC is committed to maintaining an environment conducive to learning for all students and a professional workplace for its employees; as such, we take active measures against all discrimination, discriminatory, harassment, and sexual harassment, including any type of violence or misconduct.

What is Gender Discrimination?

- Inappropriate language about a specific gender, gender identity or expression, or sexual orientation
- Humor or jokes that target a specific gender, gender identity or expression, or sexual orientation
- Common expressions that are discriminatory toward a specific gender, gender identity or expression, or sexual orientation

What is Sexual Harassment?

- Displaying inappropriate sexual images that are offensive are unwelcomed
- Un Welcomed gender-based verbal or physical contact
- Exchanging sexual images, sexual acts or dating for grades or advancement

What is Sexual Assault?

- Non-consensual sexual contact
- Non-consensual sexual intercourse
- Taking advantage of a consensual or nonconsensual person

Other Unacceptable Behaviors:

- Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional distress
- Dating violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim

- Domestic violence: A felony or misdemeanor crime committed by a current or former spouse or intimate partner of the victim
- Sexting: Unwelcomed text messaging or other electronic messaging of sexual comments or images
- Cyber-bullying: Use of an electronic medium to target and psychologically torment a person

Our Commitment

LBHC will provide remedies as necessary

- If an investigation reveals that sexual harassment/sexual violence created a hostile environment, LBHC will take prompt and effective steps reasonably calculated to end the sexual harassment/sexual violence, eliminate the hostile environment, prevent its recurrence, and, as appropriate, remedy its effects.
- Appropriate remedies will generally include disciplinary action against the perpetrator but may also include remedies to help you maintain your educational track. (like academic support, and counseling). These remedies are in addition to any interim measures you received.
- LBHC may also determine that it's most appropriate to provide remedies for the broader student population (such as training) or change its services or policies to prevent such incidents from repeating.

LBHC will conduct an adequate, reliable and impartial investigation

- Both parties have the right to be notified of the timeframes for all major stages of the investigation.
- Both parties have the right to present witnesses and evidence.
- Both parties have the right to be accompanied at all hearings and meetings by the advisor of their choice.

- LBHC must resolve your complaint based on what College officials believe is more likely than not to have happened based upon an investigation (this is called preponderance of the evidence standard of proof). LBHC will not use a higher standard of proof.
- You have the right to be notified in writing of the outcome of your complaint and any appeal, including any sanctions that directly relate to you.
- You have the right to review any proceedings documented, which may include written findings of fact, transcripts or audio recordings.

LBHC will respond promptly and effectively to sexual violence

- You have the right to report the incident to LBHC, have LBHC investigate what happened, and have your complaint resolved promptly and equitably.
- You have the right to choose to report an incident of sexual violence to College officials and/or local law enforcement. A criminal investigation does not relieve LBHC of its duty under Title IX to respond promptly and effectively to a complaint of sexual harassment or sexual intercourse.
- LBHC has published policies and procedures prohibiting sexual misconduct and for reporting complaints of sex discrimination, including sexual violence.

LBHC will protect you as necessary

- Once the incident is reported the College is prepared to take necessary steps to protect you
- Once LBHC has been made aware of an incident of sexual violence, you have the right to receive some immediate help, such as changing classes and any other measurements necessary to keep you safe.

LBHC prohibits retaliation

- Retaliation against someone who files a complaint or who participates in an investigation is strictly prohibited by College policy and by law.

- You have the right to report any retaliation by College employees that alleged perpetrator, and/or other students. LBHC will take strong responsive action if retaliation occurs.

The following members of the College community have been specifically trained on Title IX, Clery Act regulations and responding to reports of sexual discrimination and harassment:

Title IX Director

Shaleen Old Coyote, Dean of Administration, oldcoyotes@lbhc.edu, 406-638-3110

Title IX Coordinators

Robin Vallie, Human Resources,
vallier@lbhc.edu, 406-638-3148

Patricia Whiteman, Dean of Students,
whitemanp@lbhc.edu, 406-638-31 06

Campus Resources:

Title IX Investigators:

Berthina Nomee, Workforce Navigator
nomeeb@lbhc.edu 406-638-3126

Melveen Paula Fisher, Violence Against Women Coordinator
fisherm@lbhc.edu 406-638-3146

Jon Ille, Archivist

illejj@lbhc.edu 406-638-3182

Kimmy Walks, Data Coordinator

walksk@lbhc.edu 406-638-3115

Off Campus Resources:

Crow Police Department 406-638-2631

Crow Tribal Domestic Violence Program 406-679-2949

Crow/Northern Cheyenne Health Services 406-638-2626

Montana Hotline for Domestic Violence and Sexual Assault 1-800-655-7867

Domestic Violence hotline 1-800-799-SAFE (7233)