

<b>Clery Act Report 2011 Index</b>	<b>Page</b>
Introduction and Security Office Information	1
Clery Data	1
Campus Security Authorities	1
Outside Crime Statistics	1
Daily Crime Log	2
Emergency Management Plan	2
Timely Warnings	3
Reporting Criminal Actions or Emergencies	3
Access to Campus Facilities	4
Maintenance and Security of Campus Facilities	4
Law Enforcement Authority and Interagency Relationships	5
Security Awareness and Crime Prevention Programs	5
Alcohol/Drug Policy	6
Sex Crime Policy	6
Sex Crimes Programs	7
Missing Student	8
Crime Statistics	8
Crime Definitions	8
Criminal Offenses	10
Arrests and Judicial Referrals	10-11
Bias Crimes	11
Registered Sex Offenders	11
Annual Fire Safety Report	11

# **Compliance Document for Crime Awareness and Campus Security Act of 1990 Clery Act Report 2011**

This information is furnished to you as part of the Lewis-Clark State College commitment to safety and security on campus and is in compliance with the Crime Awareness and Campus Security Act of 1990. The Campus Security Department prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The full text of this report can also be located at [www.lcsc.edu/security/CleryReport.pdf](http://www.lcsc.edu/security/CleryReport.pdf). The Clery Act is a federal law that requires colleges and universities to disclose information about crime on and around their campuses. The act is named in memory of Jeanne Clery, a 19-year-old female who attended school in Bethlehem, Pennsylvania at Lehigh University. Jeanne was a freshman who was assaulted and murdered in her residence hall room on April 5, 1986. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and alternate sites, Residence Life, Judicial Affairs in conjunction with Student Life and the Athletic Department and other campus Security Authorities. Each entity provides updated information on their educational efforts and programs to comply with the Act.

## **NOTICE OF AVAILABILITY OF THE ANNUAL SECURITY REPORT:**

Each year a notification is sent to all enrolled students and employees, which provides the web address to access this report. Printed copies of this report may also be obtained at the Campus Security Office.

This report includes statistics for the previous three years concerning reported crimes that occurred on-campus; certain off-campus buildings or property owned or controlled by Lewis-Clark State College; and on public property within, or immediately adjacent to and accessible from the campus. The report also includes institutional policies concerning campus security, such as sexual assault, and other matters.

Lewis-Clark State College is a state supported institution of higher education and is located in Lewiston, Idaho with outreach centers in Grangeville, Orofino and Coeur d'Alene, Idaho. The college has an enrollment of over 4,000 students with approximately 300 students who live in residence halls on or near campus.

## **Missions Statement**

Lewis-Clark State College is concerned about the safety and welfare of all campus members and guests and commits itself to promoting a safe and secure environment. Because no campus can totally isolate itself from crime, Lewis-Clark State College has developed a series of policies and procedures designed to ensure that every possible precaution is taken to protect the campus community. The Campus Security Department works in cooperation with the Lewiston Police Department to accomplish this mission.

## **Office Information**

The Office of Campus Security reports to Lewis-Clark State College's Vice President for Finance and Administration. Campus Security works closely with all departments of the College to ensure that safety policy and procedures are uniformly executed and conveyed in a clear and consistent manner to all the College's students, faculty, and staff.

The Security Department office is located at 508 8th Avenue, Lewiston, Idaho in Meriwether Lewis Hall room 110. A Campus Security Officer is on duty 24 hours a day, 365 days a year. Uniformed Campus Security Officers and a Security Director provide around-the-clock patrol and services to the campus community.

## **Clery Data, Campus Security Authorities and Outside Crime Statistics**

Campus Security Officers are responsible for a full range of safety/security services to the Lewis-Clark State College community, including gathering all information/reports for the Clery Report. The reports and crime statistics are reviewed and maintained by the Director of Security in the Security Office. Campus Security Authorities include Human Resource Services Director, Dean of Student Services, Student Counseling Center Coordinator; Student Activities Director and Advisor, Pi'amkinwaas Director, Athletic

Department Directors and Coaches, Residence Life Directors, assistants and aids, Writing Lab and all club advisors. They are contacted each year for information on all crimes reported to their areas. For all non-campus buildings and property and public property crime data is also solicited and gathered by the Security Director from the appropriate responding law enforcement agencies. Security is also responsible for all crime report investigations, medical emergencies, fire emergencies, traffic accidents, key control, and enforcement of all College policies including those relating to alcohol use, drug use, and weapons possession.

### **Daily Crime Log**

The Daily Crime Log is maintained in the Campus Security Office by the Director and senior officers. The log includes any crime or alleged crime that is reported to Campus Security. The log states the nature of the crime, date and time crime occurred; general location of crime, and disposition of the crime. The log is updated each morning with any reported crimes or changes in dispositions. A printed copy of the past 60 days is available during normal business hours and logs older than 60 days are available within 2 business days.

### **Emergency Management Plan**

The Director of Institutional Planning, Research and Assessment is the Emergency Management Plan coordinator. The Emergency Management Plan is reviewed and updated yearly, with time-sensitive changes to the plan and associated documents made throughout the year, as needed. Lewis-Clark State College (LCSC) is committed to protecting its students, faculty, staff, visitors and property and to maintain an environment suitable for the orderly conduct of College functions at all times. After protecting the safety and security of personnel in an emergency situation, a primary goal will be the rapid and effective recovery of College operations. All LCSC personnel must be prepared at all times to respond to emergency situations that would adversely affect the College's personnel, property, and/or mission.

The fundamental purpose of the Emergency Management Plan is to establish general procedures and guidelines for dealing with all categories of emergencies, ranging from serious public relations incidents that might adversely impact the College's reputation and/or its ability to conduct orderly business, to catastrophic events involving the entire Lewiston/Clarkston community and/or one or more of LCSC's outreach centers. This plan also can be used to deal with crises that escalate from lesser incidents that, initially, may be worked by other LCSC problem-solving groups.

While the nature of potential contingencies and the College's responses thereto cannot be predicted in advance, the Emergency Plan provides standard operating procedures for handling emergencies, disseminating public information, establishing emergency communications, developing alerting and warning procedures, assessing and reporting damage, and implementing recovery actions. This plan assumes cooperation with and dependence upon local, state and/or federal emergency response organizations.

In addition to providing immediate response actions and checklist-type items, the document can be used to train LCSC personnel in preventive steps to enhance security prepare them to deal with a wide range of potential emergency scenarios from weather related incidents, fires to hostile situations.

The Emergency Management Planning Team consists of the directors of Institutional Planning, Research, and Assessment (IPRA), Directors of Security, Physical Plant, and Human Resources; the Chief Technology Officer (IT director); the College Communications Coordinator (Media Relations/Public Information Officer), the President's Management Assistant, the Dean of Student Services and the Risk Management Coordinator. This nine-person team may be supplemented by representatives of other functional areas as necessary, upon direction of the President.

When an emergency situation is reported Campus Security is notified and will respond. Information will be gathered and an assessment will be done, on what buildings or people could be impacted and what information can be distributed. This information will be forwarded to the President's office. Notifications will be sent by the President or the President's designee using the phone tree, emergency broadcast system, reader boards, mass emails, emergency web page and other available communication modes.

Building Evacuation Coordinators are assigned to each building to help with emergency training, evacuation and assistance with evacuation of those with disabilities.

The emergency broadcast system is tested yearly. The tests are announced to the campus before they are conducted and feedback is gathered from the campus community on how the notification system works in different areas.

The Emergency Management Plan is found in its entirety on the campus intranet and a notification is sent out when it is updated each year.

### **Timely Warnings**

Lewis-Clark State College President or his/her designee is responsible for issuing timely warnings in compliance with the Jeanne Clery Act, 20 U.S.C. § 1092(f) et seq.

Anyone with information warranting a timely warning should report the circumstances to Lewis-Clark State College Security Department or the President's office as soon as safely possible. In the event that a situation arises that requires issuance of a warning, these warnings are provided in order to keep the campus community informed about safety and security matters on an ongoing basis and in an effort to prevent similar crimes from occurring. The decision to issue a timely warning shall be decided on a case by case basis in compliance with the Clery Act and considering all available facts surrounding the campus community, whether the crime is considered a serious or continuing threat to students or employees and the possible risk of compromising law enforcement efforts.

#### **Timely warnings are normally issued for the following classifications:**

- arson
- burglary
- robbery
- aggravated assault
- criminal homicide
- motor vehicle theft
- sex offenses
- any other crimes as deemed necessary

**Procedure:** Upon receipt of all relevant information and once a determination has been made that a timely warning should be issued; Campus Administration will inform the campus community by immediately contacting the directors of Security and College Communications or their designees to allow for appropriate media distribution of the warning. In the event of, a major catastrophe or disaster at LCSC, the College may provide timely information regard the incident(s) on the emergency website [www.lcsc.edu/emergency](http://www.lcsc.edu/emergency), by posting flyers, student email, student radio station (KLCZ-88.9 fm) or other media outlets.

The warning may include, but is not limited to, the following information:

- type of crime
- location of occurrence
- available suspect information

### **Reporting of Criminal Actions or Emergencies**

The campus Security Department is responsible for enforcement of policies, rules, and regulations set forth by the State of Idaho, Idaho State Board of Education, and Lewis-Clark State College. The Security Office is open for ticket appeals and other business matters from 7:00 AM-5:00 PM, Monday through Friday. The Duty Officer will meet individuals needing assistance at the office after hours if notified by phone. The department is staffed by trained officers with experience in security and law enforcement.

To report a crime or emergency, members of staff, students, faculty, and administrators should call the office number 792-2226 or 792-2815; the latter of which is routed to a phone that Security officers carry while on duty.

Campus Security Officers submit incident reports on all crimes reported to the department. These incident reports are filed in the Campus Security Department and may be reported to the Lewiston Police Department and automatically become part of its record keeping process. All serial numbers of vehicles and office equipment reported stolen from campus are reported through the Lewiston Police Department to the National Crime Information Center (NCIC).

The Security Department of Lewis-Clark State College maintains radio contact with the Lewiston Police Department, and support can be obtained immediately. The security officer shall answer all complaints taking necessary steps to alleviate any dangerous situations. In the event of an incident, Security will notify the proper department and take steps to protect persons and property, including issuing a timely warning.

In case of a serious event or emergency, the appropriate emergency services should be called first 911 (or 9-911 if calling from a campus phone) and then Campus Security. Callers should be aware of the exact address they are calling from as some 911 calls placed through cell phones are routed to Washington emergency services dispatchers. A building will be evacuated when a fire alarm sounds unless directed differently by a fire department official or security officer.

If a person witnesses criminal activity but wishes to remain anonymous, the Security Department has two means of reporting. We have established an Anonymous Tip Line 792-2929 and a Secret Witness Form that is available on the Security website at: <http://www.lcsc.edu/security/secret.asp>.

If a person is a victim of a crime but does not want to pursue action within the College's judicial system or with law enforcement, we still encourage the individual to report the incident and we will protect their anonymity. Anonymous and confidential reports can be used to track potential threats and warn the campus community (if there is a danger) based on location or method of assault. These are retained in Security's records and counted in the annual crimes statistics for the institution.

### **Access to Campus Facilities**

Lewis-Clark State College has taken steps to improve accessibility for our disabled students. Most buildings students must enter have satisfied the Office of Civil Rights standards of accessibility. Many campus buildings and facilities are accessible to members of the campus community, guests and visitors during normal hours of business. Some buildings are open Saturday and Sunday for classes, labs and special events.

The exterior doors of the residence halls are locked at all times, and some student residence facilities are equipped with electronic alarms that signal whenever the doors are opened. Campus Security personnel carry keys and access cards to all buildings and are responsible for locking and opening buildings and class rooms during normal operations as well as for special events.

Access control is a Security Department responsibility. All keys or access cards issued are reviewed and issued through the Security and Campus Card Services offices. All keys signed out should be returned to Security when no longer needed and access cards to Campus Card Services. Access keys or cards are not to be given to unauthorized persons. The Security Department works closely with the Physical Plant locksmith to ensure all doors and locks work properly.

### **Maintenance and Security of Campus Facilities**

The College maintains a strong commitment to campus safety and security. Exterior lighting is an important part of this commitment. Motor vehicle parking lots, pedestrian walkways and building exteriors are well lighted.

Surveys of exterior lighting on campus are conducted weekly by the Security Department, which works closely with Physical Plant to insure that all lighting issues are addressed in a timely manner. Members of the campus community are encouraged to report any lighting deficiencies to the Campus Security Department at x2226. Everyone is encouraged to report any malfunctions immediately to Campus Security or the Physical Plant to help ensure the security of the site. Each evening Security officers check interior/exterior doors and windows while securing campus.

Shrubbery, trees and other vegetation on campus are trimmed on a regular basis. Campus security officers and designated representatives of the Physical Plant survey the grounds of the campus to ensure that shrubbery, trees and other vegetation have been properly trimmed to meet safety standards.

### **Law Enforcement Authority and Interagency Relationships**

Campus Security employs four full-time and approximately seven part time officers who are trained by members of security and law enforcement agencies. Campus Security personnel do not carry firearms but are certified to carry pepper spray. Even though the Security staff members are not sworn peace officers, they are authorized to make citizens' arrests when necessary, as granted by Idaho Statute 19-604, and are responsible for enforcement of College rules and regulations, and applicable federal, state, city and county laws and ordinances on College property. Although, at this time LCSC does not have signed Memorandum of Understanding; Campus Security maintains a close training and working relationship with the Lewiston Police Department, Nez Perce County Sheriff's Department and all appropriate elements of the criminal justice system. Meetings are held on a formal and informal basis. Crime related reports and statistics are routinely exchanged.

A close relationship is maintained with the offices of Student Services and Residence Life, and reports concerning students are shared among offices for student judicial purposes.

### **Security Awareness and Crime Prevention Programs**

It is the philosophy of Lewis-Clark State College to prevent rather than merely react to crime. A primary tool to accomplish this is our Crime Awareness Program. The program is based upon the concepts of eliminating or minimizing criminal opportunities, whenever possible, and encouraging students and employees to be responsible for their own safety and the security of others. The following is a listing of programs and projects used to accomplish this:

**Escort Program:** An escort service is provided on the main campus, particularly during the hours of darkness, for persons walking from building to building or to their vehicles. Please phone the office at 792-2226 or the duty officer's phone 792-2815 to make arrangements. If you call the office and the Officer is responding to another call, our answering machine will transfer you to speak directly with the Duty Officer or you can leave a message. Security Officers will assist you as soon as possible. We have also added a shuttle service between Clearwater Hall (located several blocks away) and the campus during the evening.

**Residence Hall Security:** Crime prevention brochures and other printed materials are made available to the students. We work closely with the residence hall personnel and aides to present security programs for the residents when requested. All non-resident guests are to be accompanied by their resident host at all times when in a residence hall. Students are encouraged to keep their doors locked and especially when they leave their rooms.

**New Student Orientation and Professional Development Training (PDT):** Campus Security offers, through the PDT program and New Student Orientation workshops approximately fifteen classes a year focusing on crime prevention, including the When Lightning Strikes (an active shooter training DVD). The programs focus on situational awareness and preventing crimes of opportunity.

**Telephones:** Security may be reached at 792-2226 or 792-2815. Emergency phone connects are installed in all campus elevators. There are also emergency connects to Campus Security by the west entrance to Clark Hall and the south entrance to Talkington Hall and a blue light phone on the south side of the Fine Arts Building. Several courtesy telephones are located on campus; the main floor of the Student Union Building (SUB), main floor of the Administration Building, in the lobby of Clark Hall, first floor of Reid Centennial Hall, main floor of the Mechanical Technical Building, Library snack room and on the first and third floor of Talkington Hall. Security can be reached by dialing x2226 or x2815 from any campus phone.

**Please note that when calling 911 from a campus phone you must dial 9-911. Also when dialing 911 from a cell phone, state your exact location, including town, as they sometimes route through the Clarkston Washington's 911 Call Center.**

## Lewis-Clark State College Alcohol/Drug Policy

The College complies with Idaho State Law which states that it is illegal to sell, serve, or furnish beer, wine, or other alcoholic beverages or intoxicating liquor to a person less than 21 years of age.

It is illegal for any person under 21 years to purchase or attempt to purchase, procure, possess, be in the close proximity of, or consume any alcohol or intoxicating liquor.

The police may be called to offer citations for any underage possession or consumption of alcohol on Lewis-Clark State College property.

1. Illegal possession or consumption of alcoholic beverages is prohibited in college-owned, leased, or operated facilities and on campus grounds.
2. Alcoholic beverages may not be possessed or consumed under any circumstances in areas open to and most commonly used by the general public. These areas include, but are not limited to, hallways, lounges, student union, recreation rooms, conference room athletic facilities, and other public areas of the college-owned buildings or grounds.
3. Sale of alcoholic beverages is prohibited in college-owned, leased, or operated facilities on campus.
4. Students who violate this policy will be subject to sanctions as have been established by the College administration.
5. Drinking, or being in the vicinity of alcohol in the residence halls is only permitted to those 21 or over, and only in closed rooms without minors present. Offenses will result in a Student Code of Conduct violation and may be grounds for disciplinary which may include eviction from the residence halls or judicial suspension.

**Drugs:** Possession, manufacture, distribution, use and/or sale of drugs and/or narcotics classified as illegal except those taken under a doctor's prescription, are prohibited on college-owned or controlled property, in college related housing, or at any college sponsored or supervised function. This policy arises from the institution's legal responsibility to the State of Idaho.

**Drug/alcohol programs: Introduction:** To comply with the Education Department General Administrative Regulations (EDGAR) Part 86, Lewis-Clark State College staff have prepared this report to review the college's "alcohol and other drugs" (AOD) prevention program for students, faculty, and staff. Specific attention was given to the College's methods for distributing information to students and employees about the prevention program as well as assignment of responsibility for assessing the program. This biennial report contains the following:

- Descriptions of the elements of the AOD program
- AOD program goals and assessment of goal achievement
- Summaries of AOD program strengths and weaknesses
- Procedures for distributing annual AOD notification to students and employees
- Copies of the policies distributed to students and employees
- Recommendations for revising the AOD program

**Lewis-Clark State College's AOD Program:** The College's AOD prevention program consists of proactive educational programming as well as counseling/assistance services. Proactive educational programming includes training programs for key personnel on campus including staff in the residence halls and student orientation assistants. The training itself consists of making personnel aware of counseling services available to those with substance abuse problems (or those suspected of having a problem), basic information on identifying the behaviors of people who may be abusing alcohol or drugs, proper steps in making an intervention, and awareness of alternatives to social drinking and/or drug use. The biennial reports can be found on the Student Life website: <http://www.lcsc.edu/osl> under Drug-Free Schools & Communities Act.

## Lewis-Clark State College Sex Crime Policy

Lewis-Clark State College will not tolerate sexual misconduct including assault. Sexual assault is **ANY** sexual contact forced upon a person against their will, or where the victim is incapable of giving their consent. Contact includes touching, even over clothing. Force is defined as intimidation, physical action, and/or use of a weapon. Sexual assault can also include the use of a position or power of influence over another person. All reports of sexual assault, including date/acquaintance rape are taken seriously by the Campus Security department.

## **What to do if you or someone you know is sexually assaulted:**

1. Contact Campus Security immediately. They will meet the victim privately at a time and local place of her/his choice, to take her/his report.
2. If the incident occurred in a residence hall notify the resident director or assistant. If off campus contact the local law enforcement authorities. If the victim would like help reporting the incident the college will provide assistance when requested.
3. Go to a place that is safe and seek medical treatment. If a sexual assault occurs, safety and medical assistance are the first considerations. Twenty-four hour assistance is available. Whether or not you decide to report the incident, seek medical treatment immediately and get counseling as soon as possible.
4. Do not douche, bathe, shower, or change clothes before seeking medical attention. Preserving evidence is important in later pursuing a criminal or other judicial case. Do not wash sheets or other bed coverings where critical DNA evidence may be found.
5. If you need medical transport call Campus Security at 208.792.2815 or 911.
6. Calling for transport will not result in an investigation unless the survivor wants to pursue one. Visits to Student Health or counseling are confidential.
7. Seek counseling. Even if you do not report the sexual assault or press charges, you should contact a counselor as soon as possible at 208.792.2211 or YWCA Crisis Line at 208.746.9655 or 800.669.3176 which is available 24 hours a day.
8. Report the sexual assault to the authorities. The more often sexual assaults are reported, the easier it may be to prevent them. Reporting the incident does not mean that the survivor must proceed with a criminal prosecution.
9. Immediately following an attack, the survivor should write down everything she or he remembers about the incident, including:
  - a. physical description of the suspect(s)
  - b. information about the identity or location of the suspect(s)
  - c. the use of any threats or force

Regardless of whether the survivor wants to pursue criminal prosecution, reporting the incident to Campus Security may prevent any future acts of violence

**Sex Crimes Programs:** Provided by Student Counseling Center, Student Activities, Residence Life, and Security.

Key provisions of the Sex Crimes program include:

1. A policy statement for the institution and for the residence halls
2. An annual sex crimes awareness week organized by the local YWCA
3. Educational programs on sex crimes related issues
4. Specific educational material prepared for the residence halls
5. Victim assistance program coordinators to assist the victim and ensure the proper investigative procedures are followed and to render assistance to the victim
6. Assures the victim is aware of supportive programs dealing with health care and counseling through Student Health Care and Student Counseling Center
7. College officials will accompany victims to a hospital emergency facility who need medical care after an incident as requested
8. If a victim of a sexual assault desires a change in their living arrangements in campus residential facilities, they may contact the Director of Residence Life. They will offer them another room or different residential facility depending upon the situation. If a victim of sexual assault desires a change in their scholastic schedule, they may contact the Registrar who will seek alternative sections for them.
9. Victims of sexual assault occurring on campus may contact the Dean of Student Services about initiating disciplinary action under the LCSC Student Code of Conduct. This should be done as soon after the incident as possible. The Dean will interview the victim, alleged perpetrator and witnesses to the incident before rendering any disciplinary action. Both the accuser and accused may have others present during disciplinary proceedings and both parties will be informed of the outcome of the Dean's investigation.
10. Sanctions which may be imposed could include, but are not limited to, a warning, probation, withheld suspension, suspension, expulsion, community service, fines, and restitution of damage, special sanctions or any combinations of the above.

**Victim Notification:** The institution will, upon written request, disclose to the alleged victim of any crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense with respect to such crime or offense. If the alleged victim of such crime or offense is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim.

## MISSING STUDENT

All residence hall students have the option to identify confidentially an individual to be contacted by Campus Security in the event the student is determined to be missing. If a student has identified such an individual, Campus Security will notify that individual no later than 24 hours after the student is determined to be missing. Students who wish to identify a confidential contact can do so by filling out and returning the card provided to them. The confidential contact information submitted by the student will be kept in a secure file in the Security Office and will only be used for notification purposes by the Campus Security Department. If the student is under the age of 18 and is not a legally emancipated individual, the parents or guardians will be notified along with any other individual listed.

**Procedure:** If a member of the college community has reason to believe that a residence hall student is missing, they should *immediately* notify the Campus Security Department at 208-792-2226 or 2815. All possible efforts will be made to locate the student to determine his or her state of wellbeing through the collaboration of Campus Security, Residence Life and Student Services.

**Policy:** The policy in its entirety can be found at: [www.lcsc.edu/policy/policy/5.106.pdf](http://www.lcsc.edu/policy/policy/5.106.pdf)

## Crime Statistics

The Office of Campus Security, under the direction of the Director or his/her designee, gathers and compiles Lewis-Clark State College's crime statistics. In addition to the crimes reported to Campus Security, the Director also solicits information from different Campus Security Authorities which includes, but is not limited to, Dean of Student Services, Director of Residence Life, Coordinator of Student Counseling Center and the Athletic Director. Crime statistics in this report from off-campus venues and adjacent streets were compiled in collaboration with the Outreach Coordinators in Coeur d'Alene, Orofino, and Grangeville. We also receive crime statistics from Lewiston Police Departments for adjoining public property. These crime statistics are substantiated by the Office of Campus Security, and double counting of these crimes is avoided by a verification process conducted by the Director of Campus Security.

**Disclosure requirements:** Campus Security maintains statistics concerning the occurrence **on campus, non-campus properties and public property adjoining the main campus** during the most recent school year, and during the two preceding school year for which data are available, of the following criminal offenses **reported** to campus security, other campus security authorities or local police agencies.

NOTE: Only crimes that are reported to the LCSC Campus Security Department are reflected in this official report. All residential facilities offenses are also included in the on campus totals. Non-campus property includes Clearwater Hall, North Lewiston Training Center and the Outreach Centers in Grangeville, Orofino and Coeur d'Alene.

## CRIME DEFINITIONS

**Murder:** The willful (non-negligent) killing of a human being by another

**Manslaughter:** The killing of another person through gross negligence

**Sex Offenses (Force):** Any sexual act against another person without the other person's consent (Includes attempts)

- a. Sexual intercourse with another person without the other person's consent
- b. Sodomy with another person without the other person's consent
- c. Oral copulation (vaginal, anal) with another person without the other person's consent
- d. Rape with a foreign object (vaginal, anal) of another person without the other person's consent
- e. Sexual battery is the touching of the intimate parts of another person for the purpose of sexual gratification, without the other person's consent

**Sex Offenses (No force):** Any unlawful, but consensual sex act with another person (Includes attempts)

- a. Incest--consensual sexual intercourse between persons who are related to one another within the degrees wherein marriage is prohibited
- b. Unlawful sexual intercourse, (statutory rape), consensual intercourse with a person who is under the age of consent

**Robbery:** The taking of personal property in the possession of another, from his/her immediate presence, and against his/her will, accomplished by means of force or fear

**Aggravated Assault:** An unlawful assault upon the person of another with a firearm, deadly weapon, object, instrument or by any means or use of force likely to produce great bodily harm (Includes attempts, whether or not an injury occurred)

**Burglary:** The unlawful entry into a defined structure with the intent to commit a theft or any felony

**Vehicle Theft:** The taking of a vehicle (as defined) without the consent of the owner with the intent to either permanently or temporarily deprive the owner of title or possession of the vehicle

**Arson:** The willful and malicious setting of a fire to burn or who burns or causes to be burned or who aids, counsels, or procures the burning of any structure, forest land or property.

**Hate Crimes:** A hate crime is a *criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a performed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation or ethnicity/national origin.* The bias could be based upon the perception that the person or group has one or more of those characteristics. If any of the following crimes occurred because of a bias then a separate statistic is entered reporting such. For Clery purposes the offenses are broken into two groups:

Murder and Non-negligent manslaughter  
Forcible sex offenses  
Non-forcible sex offenses  
Robbery  
Aggravated assault  
Burglary  
Motor vehicle theft  
Arson

Larceny-theft  
Simple assault  
Intimidation  
Destruction/damage/vandalism of property

**Narcotics/Drug Offenses:** The unlawful possession, sale, use, transportation, cultivation, manufacturing or maintaining an unlawful place (Does not include driving while under the influence, and/or being under the influence of narcotic/illegal drugs)

**Alcohol Offenses:** The unlawful possession, sale, transportation, manufacturing, furnishing alcohol to a minor (under 21 years), and maintaining an unlawful drinking place. (Does not include public drunkenness or driving while under the influence)

**Weapon Offenses:** With certain exceptions, the possession or control of any firearm, deadly weapon, illegal knife or explosive device while on this property. Our residential policy prohibits the possession or control of any fireworks, Pellet or BB guns, switch blade knives, nunchaku, Billy clubs or any other illegal weapon.

**Reported Criminal Offenses:**

- Murder
- Robbery
- Aggravated assault
- Burglary
- Sex Crimes
- Motor Vehicle Theft

A separate disclosure will show if any of the above listed crimes were hate crimes.

**Offense Categories:**

- Liquor law violations
- Drug Law Violations
- Illegal Weapons Possessions

**Disclosure requirements:** Statistics concerning the number of arrests or referrals for the following crimes occurring on campus:

**REPORTED CRIMINAL OFFENSES**

CRIME	YEAR	ON-CAMPUS TOTAL	***	ON-CAMPUS OTHER	NON-CAMPUS	PUBLIC PROPERTY
			RESIDENCE HALL			
MURDER NON-NEGLIGENT MANSLAUGHTER	2008	0	0	0	0	0
	2009	0	0	0	0	0
	2010	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	2008	0	0	0	0	0
	2009	0	0	0	0	0
	2010	0	0	0	0	0
FORCIBLE SEX OFFENSES	2008	0	0	0	1	0
	2009	0	0	0	0	0
	2010	0	0	0	0	0
NON-FORCIBLE SEX OFFENSES	2008	0	0	0	0	0
	2009	0	0	0	0	0
	2010	0	0	0	0	0
ROBBERY	2008	0	0	0	0	0
	2009	0	0	0	0	0
	2010	0	0	0	0	0
AGGRAVATED ASSAULT	2008	0	0	0	0	0
	2009	0	0	0	0	0
	2010	1	0	1	0	0
BURGLARY	2008	0	0	0	0	0
	2009	5	3	2	0	0
	2010	1	0	1	0	0
MOTOR VEHICLE THEFT	2008	1	0	1	0	0
	2009	0	0	0	0	0
	2010	0	0	0	0	0
ARSON	2008	0	0	0	0	0
	2009	0	0	0	0	0
	2010	0	0	0	0	0

**ARRESTS AND JUDICIAL REFERRALS**

\*\*\* Crimes reported in Residential Facilities column are included in the on-campus category.

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ARRESTS	YEAR	ON-CAMPUS TOTAL	***	ON-CAMPUS OTHER	NON-CAMPUS	PUBLIC PROPERTY
			RESIDENCE HALL			
LIQUOR LAW VIOLATIONS	2008	0	0	0	0	1
	2009	12	11	1	10	1
	2010	0	0	0	0	0
DRUG LAW VIOLATIONS	2008	1	1	0	2	0
	2009	5	5	0	4	0
	2010	1	1	0	2	0
ILLEGAL WEAPONS VIOLATIONS	2008	0	0	0	0	0
	2009	0	0	0	0	0
	2010	0	0	0	0	0

JUDICIAL REFERRALS	YEAR	ON CAMPUS	*** RESIDENCE HALL	OTHER	NON-CAMPUS	PUBLIC PROPERTY
LIQUOR LAW VIOLATIONS	2008	28	28	0	13	0
	2009	33	33	0	16	0
	2010	27	20	7	8	0
DRUG LAW VIOLATIONS	2008	0	0	0	4	1
	2009	4	1	3	8	0
	2010	0	0	0	0	0
ILLEGAL WEAPONS VIOLATIONS	2008	0	0	0	0	0
	2009	0	0	0	0	0
	2010	0	0	0	0	0

**CLERY BIAS CRIME STATISTICS**

In accordance with the new reporting on hate crimes the following statistics are now available:

CRIME	YEAR	TOTAL ON-CAMPUS	*** RESIDENCE HALL	OTHER	NON-CAMPUS	PUBLIC PROPERTY
DESTRUCTION OF PROPERTY / VANDALISM	2008	0	0	0	0	0
	2009	1	0	1	0	0
	2010	0	0	0	0	0

This was racially motivated vandalism in a public area.

There are no other crimes to report during this time period where bias was a factor.

**SECTION 205 PROGRAM PARTICIPATION AGREEMENT REQUIREMENTS**

The institution certifies that:

A. Lewis-Clark State College has established a campus security policy

B. Lewis-Clark State College complies with the disclosure requirements of section 485(f).

**Sexual offender registration and the Campus Sex Crimes protection is a Federal Law that provides for the tracking of convicted sex offenders enrolled at, or employed by institutions of higher education. In addition, a list of all registered sex offenders in Idaho and Washington is available from the following:**

Idaho: [http://www.isp.idaho.gov/sor\\_id/](http://www.isp.idaho.gov/sor_id/)

Washington: <http://ml.waspc.org/>



**Annual Fire Safety Report**

Lewis-Clark State College is required to prepare and publish an annual fire report by the Higher Education Opportunity Act. The report is to include fire statistics including date, place, time, nature, injuries, deaths and dollar amount of property loss. A description of each on-campus student housing facility fire safety systems and the number of fire drills held at each location must be provided. The reader will have information about the institutional policies on portable electrical appliances, smoking and open flames as well as evacuation procedures and policies. This report will also name who the fires are reported to and the policies regarding institutional fire safety. A fire log that records the date the fire was reported, location, nature, time for any fire in a residence hall shall be maintained by the College. This log will be kept by the Security Department and is available for viewing during normal business hours Monday through Friday in Meriwether Lewis Hall, room 110.

**The fire statistics for each on-campus student housing facility is listed separately:**

- Talkington Hall, 419 8<sup>th</sup> Avenue did not have any reported fires during 2010.
- Clark Hall, 1023 4<sup>th</sup> Street did not have any reported fires during 2010.
- Parrish House, 623 6<sup>th</sup> Avenue did not have any reported fires during 2010

**A description of the fire safety system for each on-campus student housing facility:**

- Talkington Hall has a Simplex 4002 fire panel, 13 manual pull stations, 29 photo detectors, 28 heat detectors and 12 horn strobes. The alarm reports directly to Alarm Central who calls the Lewiston Fire Department 911 dispatch and then LCSC Campus Security. This building does not have a sprinkler system. Individual rooms have battery operated smoke detectors that are routinely inspected.
- Clark Hall has a Notifier System 500 panel, 15 manual stations, 33 photo detectors, 38 heat detectors 14 horn strobes. The alarm reports directly to Alarm Central who calls the Lewiston Fire Department 911 dispatch and then LCSC Campus Security. This building does not have a sprinkler system.
- Parrish House has a Simplex 4008 panel, 4 manual pull stations, 6 heat detectors and 5 horn strobes. The alarm reports directly to Alarm Central who calls the Lewiston Fire Department 911 dispatch and then LCSC Campus Security. This building does not have a sprinkler system.

**The number of fire drills held the previous calendar year:**

- Scheduled drills were conducted during the 2010 calendar year in all residence halls. A drill was conducted during the daylight hours and one in the evening in both the spring and fall semesters when students were present. No notification was given before the drills. They were conducted by both Residence Life and Security personnel.

**The institution's policies or rules on portable electrical appliances, smoking, and open flames in student housing facilities:**

- Candles, oil lamps, incense or other items with an open flame are not permitted in any college residence hall. Smoking is prohibited inside any residence hall and within 25 feet of any entrance.
- Open-faced electric on heating appliances such as hot plates, broilers, and space heaters are prohibited. Residents may have and use appliances with closed coil elements such as coffee pots, crock pots, toasters and hot pots.

**Procedures for student housing evacuation are the same as all buildings on campus except the residence life staff acts as building evacuation coordinators:**

- If the fire is small and contained, locate and use a fire extinguisher to put it out.
- Otherwise call **911**.
- If smoke/fire is visible, activate the nearest fire alarm pull station.
- Evacuate immediately—take belongings if possible.
- Close doors as you exit.
- **DO NOT** use the elevators.
- Assist persons with mobility difficulties, if possible.
- Evacuate to your building's staging area and check in with your Resident Aide
- Campus Security does a room by room sweep and assists with locating where the alarm originated from.

- NO NOT enter the building until after the building is cleared by the Fire Department the students are then notified by Security that they can return to the building.
- Persons who refuse to evacuate the building are subject to disciplinary action and possible fines.

**Policies for fire safety education and training programs for students, faculty, and staff:**

- Residence Life addresses fire safety in their Student Handbook that every resident student is to read and then sign stating they understand. In addition to that the Residence Directors and Assistants hold mandatory floor meetings and periodic presentations where safety is also addressed.
- Campus policy 3.135 addresses safety on campus and instructs the community on who to call and what actions should be taken in event of a fire.
- Professional Development Training on safety, fire extinguishers and building evacuation coordinators are offered throughout the year for all of the campus community

**A list of the titles of each person or organization to which individuals should report that a fire has occurred:**

- Fire Department is notified by Alarm Central when a fire alarm sounds
- Director of Security should be notified as soon as possible
- Security Department should be called immediately
- Director of Residence Life will be notified as soon as possible
- Assistant Director of Residence Life will be notified as soon as possible
- Vice President for Finance and Administrative Services will be notified as soon as possible

**Plans for future improvements in fire safety, if determined necessary by the institution:**

- Although there are no immediate plans for physical improvements of buildings at this time, the campus has a Safety Committee that actively seeks input concerning any deficiencies on the campus and brings the concerns to the proper department or authority for rectification.
- The safety of everyone on campus is a high priority and educating our campus population on how we can help each other is regularly addressed in the PDT classes offered and the campus Emergency Response Plan that is updated yearly.

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