



2021

Annual Security & Fire Safety Report

Includes crime statistics from calendar years 2018, 2019, and 2020 for the campuses and outreach centers in Lewiston, Coeur d'Alene, Grangeville, Orofino, and Moscow.

Reflects policy statements for the 2021-2022 academic school year.

Published on or before October 1, 2021.



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The Annual Security and Fire Safety Report

The Clery Act

In 1990, Congress enacted the Crime Awareness and Campus Security Act. This act requires all public or private postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998, 2000, 2008 and 2013. The act was renamed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act) in 1998. The Campus Sexual Violence Elimination Act, or Campus SaVE Act, became law in March 2013. The Clery Act requires institutions of higher education to develop, implement, and disclose campus security and fire safety policies; alert the campus community through “timely warnings” of a serious or continuing threat to safety; develop and maintain a daily crime and fire log; develop and distribute an annual report that discloses the security and fire policies and three years of crime and fire statistics; and report the statistics to the US Department of Education, annually.

Annual Security Report

This report is part of Lewis-Clark State College’s (also referred to as LCSC or “the college” throughout this document) commitment to the safety and security of our campus community and complies with the U.S. Department of Education’s Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. In compliance with relevant provisions of federal law, LCSC is required to make policy and programmatic information available to the campus community, as well as to prospective students and employees. LCSC’s policy is to publish the Annual Security Report in compliance with federal law. The report is prepared by the Director of Campus Security in collaboration with various other College stakeholders.

Collection of Statistics

The collection of data includes: Campus Security, the Lewiston Police Department, the Lewiston Fire Department, multiple other police agencies, and a variety of Campus Security Authorities, including but not limited to, faculty advisors to student organizations, athletic team coaches, Director of Athletics, Vice President for Student Affairs, Title IX Coordinator, Director of Residence Life, Director of the Student Counseling Center, Director of Human Resource Services, Resident Advisors and Peer Mentors, Director of the Advising Center, Director of First Year Experience, Director of Student Employment – Career Center & LC Work Scholars, Director of the Center for Student Leadership, Director of Student Support Services, Directors of the LC Outreach Centers in Grangeville and Orofino, Director of Student Services at the Coeur d’Alene Center, and the Director of the Coeur d’Alene Center. Requests for crime statistics are

submitted to other law enforcement agencies around the state that have jurisdiction over other LCSC locations.

Campus Crime Log

LCSC security officers respond to criminal activity on campus and maintain daily logs and incident reports in an electronic database. The Public Safety Department extracts the appropriate data and creates a daily crime log that is kept on file, without inclusion of personally identifying information about the victim(s). Any other submissions made by the Lewiston Police Department and campus community are also reported through the Department of Public Safety.

The public can review the daily crime log by visiting the Department of Public Safety in Meriwether Lewis Hall, room 110.

Preparation and Distribution

The College coordinates the collection and reporting of crime statistics as specified by federal law and the information is compiled into a report. Each year, enrolled students, faculty, and staff are notified via email of the website where this report can be accessed and reviewed.

1. Prospective employees may access the report by following the link provided on the Human Resources website or while browsing openings through the [employment opportunities website](http://www.lcsc.edu/hr/employment-opportunities). (<http://www.lcsc.edu/hr/employment-opportunities>).
2. Prospective students may access the report by following the link provided at the bottom of [Admissions' home page](http://catalog.lcsc.edu/student-affairs/admissions/). (<http://catalog.lcsc.edu/student-affairs/admissions/>).

Printed copies are available upon request by contacting: The Department of Public Safety, 745 5th St., Meriwether Lewis Hall 110, Lewiston, ID 83501.

Reporting Crimes and Other Emergencies

Accurate and Prompt Reporting

Policy 3.136 - Campus Safety and Security

All personnel on campus, whether employees, students, or visitors that have knowledge of, or should have knowledge of, any thefts, vandalism, violence, sexual misconduct, or any other criminal activity, actual or suspected, should report such immediately. This also includes incidence of damage or potential damage to persons or property and lost or missing persons. To report a crime or emergency, you should call 208-792-2226 or 208-792-2815. Security officers are on duty 24/7/365. Local law enforcement can be contacted by dialing 911 (on campus landline telephones require you to dial 9-911).

If you wish to remain anonymous, you may use the <https://www.lcsc.edu/public-safety/clery-actcrime-awareness/secret-witness/report-a-crime> (www.lcsc.edu/public-safety/clery-actcrime-awareness/secret-witness/report-a-crime) or call LCSC Security’s anonymous tip line at: 208-792-2929. You may also report unethical, illegal, or irresponsible activity through LCSC’s Confidential Report Line administered by Lighthouse Services, a third-party hotline service available 24/7/365. Reports made through the Lighthouse system will be routed to the applicable LCSC department for review. You may access [Lighthouse Services online](https://www.lighthouse-services.com/lcsc/IncidentLandingPage-LewisClark.asp) (https://www.lighthouse-services.com/lcsc/IncidentLandingPage-LewisClark.asp) or by calling 1-855-840-0070. Information obtained by victims or witnesses on a voluntary, confidential basis may be included in the statistics for the annual security report.

Clery Incident Report

This form is designated for Campus Security Authorities (CSAs). The CSA reporting tool has required fields to ensure the Department of Public Safety/Title IX Coordinator, the Vice President for Student Affairs, Lewiston Police Department, and/or other applicable parties may obtain further information in order to properly report, investigate, and provide the necessary services if needed. The [form](https://www.lcsc.edu/security/crime-awareness/campus-security-authority-crime-reporting/) (https://www.lcsc.edu/security/crime-awareness/campus-security-authority-crime-reporting/) can be accessed through the [Department of Public Safety website](https://www.lcsc.edu/public-safety/) (https://www.lcsc.edu/public-safety/).

Pastoral and Professional Counseling

LCSC Counseling Center provides a supportive and confidential environment for students to explore their concerns and learn new skills to deal more effectively with problems that may be interfering with their personal well-being and academic goals. Crisis appointments are available during normal operating hours, and for after-hours crisis intervention, students may call the following: YWCA 24-hour Crisis Line at 208-746-9655; the Idaho Suicide Prevention Hotline at 208-398-HELP (4357); or St. Joseph Regional Medical Center at 208-743-2511 (Emergency Room) or 208-799-5700 (Mental Health). Professional counselors at LCSC are encouraged, if and when they deem appropriate, to inform those they counsel of the procedures for reporting crimes voluntarily for inclusion in the annual security and fire safety report.

Monitoring and Reporting of Criminal Activity

The LCSC Department of Public Safety maintains a close working relationship with the City of Lewiston Police Department, Nez Perce County Sheriff’s Department, and all appropriate elements of the criminal justice system. The Director of Public Safety and LPD routinely collaborate to determine if, according to Clery geography, the crimes in the City occurred on/within campus owned and/or controlled properties.

Students and employees should report criminal offenses described in the law for the purpose of making timely warning reports and the annual statistical disclosure to the Department of Public Safety at 208-792-2226 or 208-792-2815.

LCSC will disclose to the alleged victim of a crime of violence (as that term is defined in Section 16 of Title 18 United States Code), or a non-forcible sex offense, the report on the result of any disciplinary proceeding conducted by the College against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for the purposes of this paragraph.

Training for faculty and staff, regarding accurate and prompt reporting, is listed on page [47](#); Training for Faculty and Staff.

Campus Security

3.136 Campus Safety and Security

Lewiston Police Department: Police services on campus are provided by the City of Lewiston Police Department (LPD). LPD officers have full police authority to investigate, apprehend and arrest, and enforce applicable laws and ordinances on campus. LPD interacts with federal, state, and local law enforcement agencies, as well as with the Department of Public Safety. The Lewiston Police Department is located at 1224 F Street, Lewiston, ID 83501. The College has a written memorandum of understanding with LPD for the investigation of alleged criminal offenses.

Campus Security: The LCSC Public Safety department is responsible for the enforcement of policies, rules, and regulations set forth by the State of Idaho, the Idaho State Board of Education, and LCSC. It is the philosophy of the Department of Public Safety to attempt to prevent crimes rather than react to them. The campus public safety department is staffed by trained security officers, and while security personnel do not have the arrest authority of a police officer, the non-sworn, unarmed Public Safety team is authorized to make citizen's arrests when necessary, as granted by Idaho Statute 19-604. The Department of Public Safety strives to ensure safety on campus by:

- Performing regular visible patrols of the facilities to watch for potential safety hazards and crimes;
- Checking to ensure buildings are locked and secured;
- Documenting detected problems;
- Escalating issues to the appropriate College staff that have responsibility for the area/facility or to the Lewiston Police Department as directed; and

- Providing escort and shuttle services for persons walking from buildings to their vehicles, or to persons needing transportation to Clearwater Hall on a case-by-case basis.

Interagency Planning, Training and Exercises: In addition to planning, training and exercising with the Lewiston Police Department and the Lewiston Fire Department, the Department of Public Safety is a member of the Western Association of Campus Law Enforcement Administrators.

Registered Sex Offenders

In accordance with the Campus Sex Crimes Prevention Act of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, LCSC is providing a link to the [Idaho State Sex Offender Registry](https://www.isp.idaho.gov/sor_id/) (https://www.isp.idaho.gov/sor_id/). All sex offenders are required to register in the state of Idaho and to provide notice to each institution of higher education in Idaho at which the person is employed, carries out a vocation, or is a student.

In addition to the above notice to the State of Idaho, in accordance with [LCSC Policy 1.119](#): Sex Offenders, all sex offenders are required to notify the Director of Campus Security of their status as a sex offender prior to their enrollment in, employment with, volunteering at, or residence at LCSC. Upon notification, the Security Director will advise the Behavior Response Team, who will determine what actions(s), if any, should be taken. Any actions taken by the college will be determined on a case by case basis and may include notification by LCSC to, and for the safety and well-being of, the LCSC community, and may be considered by LCSC for enrollment and discipline purposes.

Security and Access

Access to Campus Facilities

[Policy 3.136: Campus Safety and Security](#): The Campus Security Department is responsible for locking and opening academic and administrative buildings and classrooms, including areas previously reserved for special events. If access to a locked area is needed outside of regular business hours, or if assistance is needed to gain authorized entry to a locked area, you must contact the Department of Public Safety.

- Public Safety shall be notified of all special events on campus as additional security may be needed and/or required.
- Campus buildings and facilities are accessible to members of the campus community, guests and visitors during normal business hours, and for limited designated hours on the

weekends. In some halls, doors are alarmed during the hours of darkness. Security personnel carry keys to all buildings.

Residential Housing Access

Residents are issued keys upon check-in to the residence hall and are responsible for the security of their room and should lock their doors whenever leaving the room. Residents shall not lend their keys to anyone and duplication of residence hall keys is prohibited. If a resident is locked out of their room, the residents should first try to locate their Resident Advisor (RA) or an RA in the building. If RA staff cannot be located, residents can call the Residence Life office or LCSC Department of Public Safety. Residents must provide proof of identity before a space will be unlocked. If a resident loses their key, they will be charged a fee to replace it.

The following applies to guests in residence halls:

- Any guest that is brought to the residence hall must have a host and must be escorted while in the building. The host is responsible for the behavior of their guest(s).
- Residents must escort guests into and out of the building.
- Residents must remain with guests at all times.
- Guests left unattended or unescorted may be asked to leave the building.
- Residents should never agree to escort a person unknown to them. This includes opening the door to all unknown visitors to enter your hall.
- Cohabitation is prohibited. Cohabitation is defined as a non-resident using a room as if they were a resident of that room. Only people assigned to a room may live in that room.
- Overnight guests are permitted; however they may not stay more than two consecutive nights.

Maintenance of Lewis-Clark State College Facilities

LCSC 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 lit. Surveys of exterior lighting on campus are conducted by LCSC Security Officers on a regular basis, and discrepancies are reported to the Physical Plant Department for appropriate action. Members of the campus community are encouraged to report any exterior lighting deficiencies to the Physical Plant Department at (208) 792-2247.

A cooperative effort by the Department of Public Safety, Physical Plant Department custodial personnel, and building occupants is utilized to survey exterior doors. The purpose of this effort is to ensure that each exterior door and its locking mechanism are working properly. Exterior doors on campus are locked and secured each evening by building occupants, custodial

personnel, and LCSC Security Officers. These personnel report door and security hardware operating deficiencies to the Physical Plant Department as needed through the work order process, which tracks all trouble areas to ensure they are repaired.

The maintenance and security of campus buildings spans the areas of key control, maintenance of door hardware, replacement of broken windows, fire protection, fire drills, hazardous waste management procedures, ventilation, life safety items, etc. The campus continues to move more to electronic building access systems and away from key locks, which allows monitoring of students and employees going into and out of buildings after hours and on weekends. Although costly to implement, badge access is easier to maintain when students and employees become inactive than legacy key systems, where it is difficult to account for physical key inventories.

Shrubbery, trees, and other vegetation on campus are trimmed and managed on an ongoing basis to help prevent individuals from concealing themselves within that vegetation. Physical Plant Department personnel and the Department of Public Safety continually survey the campus grounds to help ensure that a safe environment exists.

Our separate campus, LCSC Coeur d'Alene Center located at North Idaho College, employs their own maintenance personnel who regularly conduct walkthroughs to ensure proper lighting, clear access of pathways and other maintenance issues are executed in a timely manner. Shrubbery maintenance is also regularly conducted by staff at each facility.

Campus buildings, parking lots, and other ground areas are actively patrolled by LCSC Security Officers.

Key Issuance

In accordance with LCSC [Policy 3.137: Key Issuance](#): Keys and/or electronic access to certain areas is granted to authorized persons upon approval from the issuing authority. When a period of authorization has ended, issued keys are to be returned to the Department of Public Safety, without delay. There will be a fee charged to individuals for each non-returned/lost room and entrance key. If a master key is lost, the employee's department may be held accountable for the cost of re-keying the facility. Issuance of a terminated employee's final paycheck is dependent upon the return of or payment for lost institutional keys. Individuals who need temporary access to buildings or rooms may be issued specific keys on a short-term basis or electronic proximity access with an expiration date.

Timely Warnings and Emergency Notifications

Warrior Alert

The Warrior Alert is an institution-wide, multi-modal (e-mail, text message, voice, and text-to-speech) emergency notification system. All College employees and students are enrolled automatically through employee and student database modules. Students and Employees are encouraged to log into WarriorWeb to verify their contact information is correct and up to date. The Office of Communications and Marketing, in coordination with Public Safety, has overall management responsibility for Warrior Alerts.

Warrior Alert System Testing

Communications and Marketing, in coordination with Public Safety, will test the Warrior Alert system on an annual basis. Test messages may be sent using a single mode or may combine multiple modes of the system. Test messages will clearly state in the subject line that there is no actual threat or emergency and that the purpose of the notification is to test the system and/or response plans and capabilities. This message will include information on LCSC's emergency response plan and evacuation procedures. To the extent possible, system tests will be combined with emergency response drills and will include follow-up assessment and review. System testing may be announced or unannounced. Documentation on system testing will be maintained by the Department of Public Safety.

Policy 3.205 Emergency Notification and Timely Warning

Emergency Notification

In accordance with LCSC Policy 3.205: Emergency Notification and Timely Warning, and in compliance with The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)), Emergency Notifications will be broadcast after an initial assessment is made that a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty, staff or visitors is occurring on campus and warrants an Emergency Notification by authorized personnel. The President of the College, or their designee, will coordinate with the Vice Presidents of the College, the Director of Public Safety, and the Director of Communication and Marketing to broadcast the Emergency Notifications to the College community using the Warrior Alert System. When appropriate, Emergency Notifications may be broadcast through other communication methods (web pages, press release, printed and/or social media, etc.). The content of the Emergency Notification will be determined on a case-by-case basis after an initial assessment of the situation and will include instructions to the LCSC community for protective action. When the threat no longer exists, an

“all clear” alert will be broadcast. Emergency Notifications will be issued without delay, unless issuing a notification will, in the professional judgement of responsible authorities, compromise the efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

Timely Warning

In accordance with [LCSC Policy 3.205: Emergency Notification and Timely Warning](#) and in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)), Timely Warnings will be broadcast when certain crimes are reported to campus security authorities and law enforcement. When the crime of murder, sex offense (rape, statutory rape, incest and fondling), robbery, aggravated assault, burglary, motor vehicle theft, manslaughter, or arson (Clery Act Crimes) is received, and in the judgement of the institution, the crime at issue poses a serious or continuing threat to students and employees, a Timely Warning shall be issued. The President of the College, or his/her designee, and in coordination with the Vice Presidents of the College, the Director of Public Safety, and the Director of Communication and Marketing, will broadcast Timely Warnings using the Warrior Alert System. Timely Warnings will be issued in a manner that is timely and will aid in the prevention of similar crimes, unless issuing a warning will, in the professional judgement of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the threat. The intent of a Timely Warning is to enable people to protect themselves and/or their property. Timely Warnings will be issued as soon as pertinent information is available. Timely Warnings may also be made for other crimes (non-Clery) that pose a serious or continuing threat to the campus community. When appropriate, Timely Warnings may be broadcast through other communication methods (radio, web pages, press release, printed and/or social media, etc.)

Emergency and Evacuation Procedures

In accordance with [LCSC Policy 3.206: Emergency Evacuation Procedures](#) an emergency evacuation is ordered or when audio or visual alarms are activated, all persons are required to evacuate the premises immediately. All faculty and staff must help direct students and visitors to obey evacuation orders. All College employees are responsible to know the location of exits and be able to identify their building’s evacuation route(s) in an emergency. All alarms must be treated as a warning of an actual emergency. College personnel are instructed not to take time to retrieve personal items during an evacuation.

Each department is responsible for ensuring that their employees and students are aware of the proper emergency evacuation procedures. Each building on campus has a designated Building Safety Coordinator and specific procedures and considerations that apply to each particular building. View a list of the [Building Safety Coordinators and building specific evacuation plans](#) (<http://intranet.lcsc.edu/eri/default.asp>).

Missing Student Notification

In accordance with [LCSC Policy 5.106: Missing Student](#) , any member of the College community who has reason to believe that a student is missing should immediately notify the Department of Public Safety at their 24/7 number at (208) 792-2815. Additionally, any Campus Security Authority (CSA) who receives a report that a student who resides in on-campus College housing is missing should immediately notify the Department of Public Safety by calling (208) 792-2815. Information regarding Campus Security Authorities can be found in [LCSC Policy 3.204: Campus Security Authorities](#).

Students residing in on-campus College housing, regardless of age, have the option to register a confidential emergency contact person, separate from the student's general emergency contact person. The confidential emergency contact person will only be notified in the event that the student is determined to be missing for 24 hours. If the student has identified a confidential emergency contact person, the Director of Public Safety, or their designee, will notify that individual no later than 24 hours after the student is determined to be a missing student. The College will also notify the parent or legal guardian of any missing student under the age of 18 that is not emancipated. A student's general emergency contact person and confidential emergency contact person may be the same individual.

The identity of the student's confidential emergency contact person will be kept in a secure file in the Office of Public Safety and will only be shared with authorized College officials and law enforcement personnel in furtherance of a missing student investigation. Students who wish to identify a confidential emergency contact person may do so by completing the confidential emergency contact form during the fall residence hall orientation meeting, or by going to the Department of Public Safety, located in Meriwether Lewis Hall, room 110, at any time. A student may update the information for their designated confidential emergency contact person at any time by visiting the Department of Public Safety.

Upon receiving a report that a student who resides in on-campus College housing is missing, the Department of Public Safety, in collaboration with Residence Life and Student Affairs, will:

1. Investigate the report and determine if the student is missing. Once a determination is made, the Department of Public Safety will notify LPD and the student's confidential emergency contact person within 24 hours. If the missing student did not designate a confidential emergency contact person, the Department of Public Safety will still notify LPD within 24 hours, unless the local law enforcement agency was the entity that made the determination that the student is missing.
2. If a student who lives off-campus is reported missing, the Department of Public Safety will encourage the reporting party to file a missing person report with the appropriate law enforcement agency.

Sexual Assault, Domestic Violence, Dating Violence, & Stalking

LCSC Statement Prohibiting Sexual Assault, Stalking, Domestic Violence, and Dating Violence

LCSC, through policies, 5.105 Student Code of Conduct and Student Hearing Board and 3.110 – Discrimination, Sexual Harassment, and Retaliation Prohibited, prohibits the crimes of dating violence, domestic violence, sexual harassment, sexual assault and stalking as those terms are defined for the purpose of the Clery Act. A student wishing to officially report such an incident may do so by contacting the LCSC Title IX Coordinator, Ashley Edwards, in Meriwether Lewis Hall, room 110, by telephone at 208-792-2689, or by email at titleix@lcsc.edu. Any LCSC employee (unless exempt) with knowledge of an incident of sexual assault, dating violence, domestic violence, or stalking is **required** by LCSC Policy 3.110 – Discrimination, Sexual Harassment, Retaliation Prohibited, to report the incident and any relevant information to the Title IX Coordinator as soon as possible.

Definitions

Sexual Harassment

Sexual harassment is a form of discrimination that undermines the integrity of the academic environment. It is the policy of LCSC that sexual harassment is prohibited. All members of the LCSC community have an obligation to promote an environment that is free of sexual harassment. Sexual harassment is defined as unwelcome verbal, physical, written, or online conduct of a sexual nature. Additionally, sexual harassment encompasses gender-based harassment which is harassment of a non-sexual nature that occurs because of an individual's sex and/or gender. Gender-based harassment includes harassment based on an individual's non-conformity to sex and/or gender stereotypes. Specifically, conduct is prohibited when:

1. Sexual harassment creates a **hostile environment** when it is sufficiently severe, persistent, or pervasive and has the purpose or effect of unreasonably interfering with, denying, or limiting employment opportunities or the ability to participate in or benefit from any College education, social, and/or residential program; or
2. **Quid pro quo** (this for that) sexual harassment occurs when employment or academic decision resulting in a significant change in status are based on an employee or student's submission to, or rejection, of unwelcome verbal or physical sexual conduct. Examples include, but are not limited to:
 - A. requiring sexual favors in exchange for hiring, a promotion, a raise or a grade;
 - B. disciplining, demoting or firing an employee because the individual ends a consensual relationship;

- C. refusing to write recommendations for an employee because the individual refuses sexual advances; and
- D. changing work or academic assignments because an employee or a student refuses invitation for a date or other private, social meeting.

Sexual Assault: A form of Sexual Harassment, on the basis of sex.

LCSC Policies 3.110 Discrimination, Sexual Harassment and Retaliation Prohibited and LCSC Policy and Procedures 5.105 Student Code of Conduct & Student Hearing Board

Sexual Assault, defined as:

1. Sex Offenses, Forcible:
 - a. Any sexual act directed against another person,
 - b. Without the consent of the Complainant,
 - c. Including instances in which the Complainant is incapable of giving consent.
2. Forcible Rape:
 - a. Penetration,
 - b. No matter how slight,
 - c. Of the vagina or anus with any body part of object, or
 - d. Oral penetration by a sex organ of another person,
 - e. Without the consent of the Complainant.
3. Forcible Sodomy:
 - a. Oral or anal sexual intercourse with another person,
 - b. Forcibly,
 - c. And/or against that person's will (non-consensually), or
 - d. Not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
4. Sexual Assault with an Object:
 - a. The use of an object or instrument to penetrate,
 - b. However slight,
 - c. The genital or anal opening of the body of another person,
 - d. Forcibly,
 - e. And/or against that person's will (non-consensually),
 - f. Or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
5. Forcible Fondling:
 - a. The touching of the private body parts of another person (buttocks, groin, breasts),

- b. For the purpose of sexual gratification,
 - c. Forcibly,
 - d. And/or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
6. Sex Offenses, Non-Forcible:
- a. Incest:
 - i. Non-forcible sexual intercourse,
 - ii. Between two persons who are related to each other,
 - iii. Within the degrees wherein marriage is prohibited by Idaho law.
 - b. Statutory Rape:
 - i. Non-forcible sexual intercourse,
 - ii. With a person who is under the statutory age of consent in the State of Idaho.

Idaho Code: Idaho Code does not use the term “sexual assault,” however, the following offenses could be reasonably categorized as such:

Idaho Code § 18-6101 – Rape

Rape is defined as the penetration, however slight, of the oral, anal or vaginal opening with the perpetrator's penis accomplished with a female under any one (1) of the following circumstances: (1) Where the female is under the age of sixteen (16) years and the perpetrator is eighteen (18) years of age or older. (2) Where the female is sixteen (16) or seventeen (17) years of age and the perpetrator is three (3) years or more older than the female. (3) Where she is incapable, through any unsoundness of mind, due to any cause including, but not limited to, mental illness, mental disability or developmental disability, whether temporary or permanent, of giving legal consent. (4) Where she resists but her resistance is overcome by force or violence. (5) Where she is prevented from resistance by the infliction, attempted infliction, or threatened infliction of bodily harm, accompanied by apparent power of execution; or is unable to resist due to any intoxicating, narcotic, or anesthetic substance. (6) Where she is at the time unconscious of the nature of the act. As used in this section, “unconscious of the nature of the act” means incapable of resisting because the victim meets one (1) of the following conditions: (a) Was unconscious or asleep; (b) Was not aware, knowing, perceiving, or cognizant that the act occurred. (7) Where she submits under the belief that the person committing the act is her husband, and the belief is induced by artifice, pretense or concealment practiced by the accused, with intent to induce such belief. (8) Where she submits under the belief that the person committing the act is someone other than the accused, and the belief is induced by artifice, pretense or concealment practiced by the accused, with the intent to induce such belief. (9) Where she submits under the belief, instilled by the actor, that if she does not submit, the actor will cause physical harm to some person in the future; or cause damage to property; or engage in

other conduct constituting a crime; or accuse any person of a crime or cause criminal charges to be instituted against her; or expose a secret or publicize an asserted fact, whether true or false, tending to subject any person to hatred, contempt or ridicule. The provisions of subsections (1) and (2) of this section shall not affect the age requirements in any other provision of law, unless otherwise provided in any such law. Further, for the purposes of subsection (2) of this section, in determining whether the perpetrator is three (3) years or more older than the female, the difference in age shall be measured from the date of birth of the perpetrator to the date of birth of the female.

Idaho Code § 18-6108 – Male Rape

Male rape is defined as the penetration, however slight, of the oral or anal opening of another male, with the perpetrator's penis, for the purpose of sexual arousal, gratification or abuse, under any of the following circumstances: (1) Where the victim is under the age of sixteen (16) years and the perpetrator is eighteen (18) years of age or older. (2) Where the victim is sixteen (16) or seventeen (17) years of age and the perpetrator is three (3) years or more older than the victim. (3) Where the victim is incapable, through any unsoundness of mind, whether temporary or permanent, of giving consent. (4) Where the victim resists but his resistance is overcome by force or violence. (5) Where the victim is prevented from resistance by threats of immediate and great bodily harm, accompanied by apparent power of execution. (6) Where the victim is prevented from resistance by the use of any intoxicating, narcotic, or anesthetic substance administered by or with the privity of the accused. (7) Where the victim is at the time unconscious of the nature of the act, and this is known to the accused. The provisions of subsections (1) and (2) of this section shall not affect the age requirements in any other provision of law, unless otherwise provided in any such law. Further, for the purposes of subsection (2) of this section, in determining whether the perpetrator is three (3) years or more older than the victim, the difference in age shall be measured from the date of birth of the perpetrator to the date of birth of the victim.

Idaho Code § 18-6608 – Forcible Sexual Penetration by Use of Foreign Object

Every person who, for the purpose of sexual arousal, gratification or abuse, causes the penetration, however slight, of the genital or anal opening of another person, by any object, instrument or device, against the victim's will by use of force or violence or by duress, or by threats of immediate and great bodily harm, accompanied by apparent power of execution, or where the victim is incapable, through any unsoundness of mind, whether temporary or permanent, of giving legal consent, or where the victim is prevented from resistance by any intoxicating, narcotic or anesthetic substance, shall be guilty of a felony and shall be punished by imprisonment in the state prison for not more than life.

Violence Against Women's Act (VAWA):

An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- **Rape:** the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim (Note: this definition encompasses acts of sodomy and sexual assault with an object).
- **Fondling:** the touching of the private body parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest:** sexual intercourse between persons who are related to each other within the degree wherein marriage is prohibited by law.
- **Statutory rape:** sexual intercourse with a person who is under the statutory age of consent.

Consent

LCSC Policy 3.110 Discrimination, Sexual Harassment and Retaliation Prohibited and LCSC Policy and Procedures 5.105 Student Code of Conduct & Student Hearing Board; 5.105.6.H – Consent is:

1. Knowing, and
2. Voluntary, and
3. Clear permission
4. By word or action
5. To engage in sexual activity.

Since individuals may experience the same interaction in different ways, it is the responsibility of each party to determine that the other has consented before engaging in the activity.

If consent is not clearly provided prior to engaging in the activity, consent may be ratified by word or action at some point during the interaction or thereafter, but clear communication from the outset is strongly encouraged.

For consent to be valid, there must be a clear expression in words or actions that the other individual consented to that specific sexual conduct. Reasonable reciprocation can be implied. For example, if someone kisses you, you can kiss them back (if you want to) without the need to explicitly obtain *their* consent to being kissed back.

Consent can also be withdrawn once given, as long as the withdrawal is reasonably and clearly communicated. If consent is withdrawn, that sexual activity should cease within a reasonable time frame.

Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous intimate relationship is not sufficient to constitute consent.

Proof of consent or non-consent is not a burden placed on either party involved in an incident. Instead, the burden remains on the college to determine whether its policy has been violated. The existence of consent is based on the totality of the circumstances evaluated from the perspective of a reasonable person in the same or similar circumstances, including the context in which the alleged incident occurred and any similar, previous patterns that may be evidenced.

Incapacitation: A person cannot consent if they are unable to understand what is happening or is disoriented, helpless, asleep, or unconscious, for any reason, including by alcohol or other drugs. As stated above, a Respondent violates this policy if they engage in sexual activity with someone who is incapable of giving consent.

It is a defense to a sexual assault policy violation that the Respondent neither knew nor should have known the Complainant to be physically or mentally incapacitated. “Should have known” is an objective, reasonable person standard which assumes that a reasonable person is both sober and exercising good judgement.

Incapacitation occurs when someone cannot make rational, reasonable decision because they lack the capacity to give knowing/informed consent (e.g., to understand the “who, what, when, where, why, or how” of their sexual interaction).

Incapacitation is determined through consideration of all relevant indicators of an individual’s state and is not synonymous with intoxication, impairment, blackout, and/or being drunk.

This policy also covers a person whose incapacity results from a temporary or permanent physical or mental health condition, involuntary physical restraint, and/or the consumption of incapacitating drugs.

Idaho Code: Idaho does not provide a general definition of consent (as it pertains to sexual activity), however, there are components of different statutory offenses that speak to consent and are included in the applicable statutes.

Domestic Violence

LCSC Policy 3.110 Discrimination, Sexual Harassment and Retaliation Prohibited and LCSC Policy and Procedures 5.105 Student Code of Conduct & Student Hearing Board:

Domestic violence is defined as:

1. Violence,
2. On the basis of sex,
3. Committed by a current or former spouse or intimate partner of the Complainant,
4. By a person with whom the Complainant shares a child in common, or
5. By a person who is cohabitating with, or has cohabitated with, the Complainant as a spouse or intimate partner, or
6. By a person similarly situated to a spouse of the Complainant under the domestic or family violence law of Idaho, or
7. By any other person against an adult or youth Complainant who is protected from that person's acts under the domestic or family violence law of Idaho.

To categorize an incident as Domestic Violence, the relationship between the Respondent and the Complainant must be more than just two people living together as roommates. The people cohabitating must be current or former spouses or have an intimate relationship.

Idaho Code § 18-918: Idaho law, for purposes of this section, defines “domestic violence” as an assault or battery committed by one household member against another household member.

A “household member” is “a person who is a spouse, former spouse, or a person who has a child in common regardless of whether they have been married or a person with whom a person is cohabitating, whether or not they have married or have held themselves out to be husband or wife.”

“Traumatic injury” means a condition of the body, such as a wound or external or internal injury, whether of a minor or serious nature, caused by physical force.

Any household member who is committing a battery, as defined in § 18-903, Idaho Code, inflicts a traumatic injury upon any other household member is guilty of a felony...

A household member who commits an assault, as defined in § 18-901, Idaho Code, against another household member which does not result in traumatic injury is guilty of a misdemeanor domestic assault.

A household member who commits a battery, as defined in § 18-903, Idaho Code, against another household member which does not result in traumatic injury is guilty of a misdemeanor domestic battery...

Uniform Crime Reporting Definition (UCR): A felony or misdemeanor crime of violence committed: (a) by a current or former spouse or intimate partner of the victim; (b) by a person with whom the victim shares a child in common; (c) by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; (d) by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or (e) by any other person against an adult or youth victim who is protected from that person's act under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating Violence

LCSC Policy 3.110 Discrimination, Sexual Harassment and Retaliation Prohibited and LCSC Policy and Procedures 5.105 Student Code of Conduct & Student Hearing Board:

Dating violence is defined as:

1. Violence,
2. On the basis of sex,
3. Committed by a person,
4. Who is in or has been in a social relationship of a romantic or intimate nature with the Complainant.
 - a. The existence of such a relationship shall be determined based on the Complainant's statement *and* with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition
 - i. Dating violence includes but is not limited to, sexual abuse or physical abuse or the threat of such abuse.
 - ii. Dating violence does not include acts covered under the definition of domestic violence.

Idaho Code § 39-6303: "Domestic Violence" means the physical injury, sexual abuse or forced imprisonment or threat thereof of a family or household member, or of a minor child by a person with whom the minor child has had or is having a dating relationship, or of an adult by a person with whom the adult has had or is having a dating relationship. "Dating relationship," for the purposes of this chapter, is defined as a social relationship of a romantic nature. Factors that the court may consider in making this determination include: 1) the nature of the relationship; 2) the length of time the relationship has existed; 3) the frequency of interaction between parties; and 4) the time since termination of the relationship, if applicable.

Uniform Crime Reporting Definition (UCR): Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with

consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purpose of this definition, (a) dating violence includes sexual or physical abuse or the threat of such abuse; (b) dating violence does not include acts covered under the definition of domestic violence.

Stalking

LCSC Policy 3.110 Discrimination, Sexual Harassment and Retaliation Prohibited and LCSC Policy and Procedures 5.105 Student Code of Conduct & Student Hearing Board:
Stalking is defined as:

1. engaging in a course of conduct,
 - A. on the basis of sex,
 - B. directed at a specific person, that
 - (1) would cause a reasonable person to fear for the person’s safety, or
 - (2) the safety of others; or
 - (3) Suffer substantial emotional distress.

For the purposes of this definition—

1. Course of conduct means two or more acts, including, but not limited to, acts in which the Respondent directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property.
2. Reasonable person means a reasonable person under similar circumstances and with similar identities to the Complainant.
3. Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

LCSC reserves the right to impose any level of sanction, ranging from a reprimand up to and including suspension or expulsion/termination, for any offense under this policy.

Idaho Code §18-7905 Stalking in the First Degree:

1. A person commits the crime of stalking in the first degree if the person violates section [18-7906](#), Idaho Code, and:
 - A. The actions constituting the offense are in violation of a temporary restraining order, protection order, no contact order or injunction, or any combination thereof; or
 - B. The actions constituting the offense are in violation of a condition of probation or parole; or
 - C. The victim is under the age of sixteen (16) years; or
 - D. At any time during the course of conduct constituting the offense, the defendant possessed a deadly weapon or instrument; or

- E. The defendant has been previously convicted of a crime under this section or section [18-7906](#), Idaho Code, or a substantially conforming foreign criminal violation within seven (7) years, notwithstanding the form of the judgment or withheld judgment; or
- F. The defendant has been previously convicted of a crime, or an attempt, solicitation or conspiracy to commit a crime, involving the same victim as the present offense under any of the following provisions of Idaho Code or a substantially conforming foreign criminal violation within seven (7) years, notwithstanding the form of the judgment or withheld judgment:
 - (1) [Chapter 9, title 18](#);
 - (2) [Chapter 15, title 18](#);
 - (3) [Chapter 61, title 18](#);
 - (4) Section [18-4014](#) (administering poison with intent to kill);
 - (5) Section [18-4015](#) (assault with intent to murder);
 - (6) Section [18-4501](#) (kidnapping);
 - (7) Section [18-5501](#) (poisoning);
 - (8) Section [18-6608](#) (forcible sexual penetration by use of foreign object);
 - (9) Section [18-7902](#) (malicious harassment); or
 - (10) Section [18-8103](#) (act of terrorism).

....

Idaho Code §18-7906 Stalking in the Second Degree:

- 1. A person commits the crime of stalking in the second degree if the person knowingly and maliciously:
 - A. Engages in a course of conduct that seriously alarms, annoys or harasses the victim and is such as would cause a reasonable person substantial emotional distress; or
 - B. Engages in a course of conduct such as would cause a reasonable person to be in fear of death or physical injury, or in fear of the death or physical injury of a family or household member.
- 2. As used in this section:
 - A. “Course of conduct” means repeated acts of nonconsensual contact involving the victim or a family or household member of the victim, provided however, that constitutionally protected activity is not included within the meaning of this definition.
 - B. “Family or household member” means:
 - (1) A spouse or former spouse of the victim, a person who has a child in common with the victim regardless of whether they have been married, a person with whom the victim is cohabiting whether or not they have married or have held themselves out to be husband or wife, and persons related to the victim by blood, adoption or marriage; or

- (2) A person with whom the victim is or has been in a dating relationship, as defined in section [39-6303](#), Idaho Code; or
 - (3) A person living in the same residence as the victim.
- C. “Nonconsensual contact” means any contact with the victim that is initiated or continued without the victim’s consent, that is beyond the scope of the consent provided by the victim, or that is in disregard of the victim’s expressed desire that the contact be avoided or discontinued. “Nonconsensual contact” includes, but is not limited to:
- (1) Following the victim or maintaining surveillance, including by electronic means, on the victim;
 - (2) Contacting the victim in a public place or on private property;
 - (3) Appearing at the workplace or residence of the victim;
 - (4) Entering onto or remaining on property owned, leased or occupied by the victim;
 - (5) Contacting the victim by telephone or causing the victim’s telephone to ring repeatedly or continuously regardless of whether a conversation ensues;
 - (6) Sending mail or electronic communications to the victim; or
 - (7) Placing an object on, or delivering an object to, property owned, leased or occupied by the victim.
- D. “Victim” means a person who is the target of a course of conduct.

....

Uniform Crime Reporting Definition (UCR): Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (a) fear for his or her safety or the safety of others; or (b) suffer substantial emotional distress.

For the purposes of this definition:

1. Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens or communicates to or about, a person, or interferes with a person’s property.
2. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
3. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Supportive Measures

In the event that sexual harassment, sexual assault, dating violence, domestic violence, or stalking do occur, LCSC takes the matter very seriously. If needed and/or requested, LCSC will work with students and staff to ensure reasonable supportive measures are put in place in any case where an individual's behavior represents a risk of violence, threat, pattern, or predation. Supportive measures are available from the campus whether an individual chooses to report to the Public Safety Department or local law enforcement, and irrespective of whether an individual pursues a formal complaint through the LCSC resolution process. Supportive measures include, but are not limited to:

- Altering academic, housing, and/or employment arrangements of the parties;
- Advocating for survivors with faculty to accommodate missed classes, assignments, and/or exams;
- Assisting with withdrawals (processing paperwork, guiding students through the process, discussing implications for financial aid eligibility, seeking refunds of tuition and fees, etc.); and/or
- No contact letters.

When taking such steps, LCSC seeks to minimize unnecessary or unreasonable burdens on either party. Accommodations and/or supportive measures will be kept confidential to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations and/or protective measures.

Statement of Confidentiality

Any accommodations or supportive measures provided by the College to an individual are protected by FERPA and the College's policies governing student records, and are therefore maintained as confidential, unless the confidentiality would impair the ability of the College to provide the accommodations or supportive measures, or Title IX or Due Process requirements mandate their disclosure. Any personally identifiable information contained in publicly available recordkeeping, including Clery Act reporting and disclosures, will be redacted prior to release. The LCSC Department of Public Safety maintains a daily Clery log of all incidents that occur on LCSC property. The log does not include personally identifying information about any victims and is publicly available upon request.

Bystander Intervention

Bystanders play an important role in the prevention of sexual assault, dating and domestic violence and abuse, and stalking. Bystander intervention is a way for the whole community to ensure the safety of all its members. This means we can all make a difference by choosing to

Speak out, intervene, or do something when we hear disrespectful jokes or comments or witness disrespectful or harmful actions. Intervening is as simple as saying, “That’s not funny,” or as urgent as dialing 911 if you or someone else is in danger. Below is a list of some other ways you can look out for your community members through being an active bystander. To request bystander intervention training, contact the Title IX Office at 208-792-2689.

1. Watch out for your friends and fellow LCSC community members. If you see someone who appears as if they are in trouble or need help, ask them if they are ok.
2. Confront people who seclude, make sexual advances towards, or try to have sex with people who are incapacitated by drugs or alcohol or due to a disability.
3. Speak out if you hear someone talking about plans for taking advantage of, threatening, or otherwise causing harm to another person.
4. If someone discloses being the victim of sexual assault, relationship violence or stalking, believe them.
5. Point people to the resources and offices listed in this report for support in health, counseling, and advocacy.

Risk Reduction

Risk reduction programs typically focus on ways an individual can identify potentially harmful situations and risks. Risk reduction programming includes self-defense classes and safety programs, which examine the tactics that perpetrators use to compromise situations and force or coerce attacks. While risk reduction programs may assist in mitigating some known risks, they cannot prevent an attacker from committing acts of violence. Recognizing that the perpetrator of violence or abuse is the sole party responsible for that behavior and that victims are never to blame, the following are some strategies to reduce one’s risk of sexual violence (taken from [Rape, Abuse & Incest National Network](https://www.rainn.org/),) (<https://www.rainn.org/>).

- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to avoid isolated areas. It is more difficult to get help if no one is around.
- Walk with purpose. Even if you don’t know where you are going, act like you do.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, try and leave or get out of the situation.
- Make sure your cell phone is with you and charged. If you see something suspicious, call law enforcement by dialing 911.
- Don’t allow yourself to be isolated with someone you don’t know or trust.
- Avoid putting headphones in both ears so you can be more aware of your surroundings, especially if you are walking alone.
- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together.

- Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you have left your drink alone, just get a new one.
- Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from punchbowls or other large, common open containers.
- Watch out for your friends, and ask your friends to watch out for you. If a friend seems out of it, is more intoxicated than they should be given the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
- If you suspect a friend has been drugged, contact law enforcement immediately by dialing 911.

When entering new and unfamiliar space, identify escape routes. How would you try to get out of the room if you needed to? Where are the doors and windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

Procedures for victims of Sexual Assault, Relationship Violence, and/or Stalking

The following are safety suggestions for victims of sexual assault, dating violence, domestic violence or stalking, that may guide a victim after an incident has occurred:

1. Go to a safe place and speak a trusted individual. Tell this person what happened. If there is any immediate danger, call 911.
2. For incident of sexual assault, relationship violence, or stalking, victims have the right to notify local law enforcement or a Campus Security Authority (CSA). A CSA is able to assist victims in contacting and reporting to local law enforcement or campus security. However, victims may choose not to notify law enforcement or a CSA. A local advocate is able to assist victims with exploring all available options. Consider securing immediate professional support (e.g., counseling, victim advocacy, medical services, etc.) to assist and support victims in the crisis.
3. During regular business hours, victims may go to the LCSC Student Counseling Center located in Sam Glenn Complex, room 212, or to the LCSC Student Health office located in Sam Glenn Complex, room 205. These are both confidential resources. After regular business hours, or in any situation where a victim wishes, local resources are also available and may be able to provide confidential assistance.
4. Immediate medical attention is encouraged for all victims. Further, being examined as soon as possible, ideally within 120 hours, is important in the case of rape or sexual assault. The hospital will arrange for a specific medical examination at no charge or can work with you to arrange state reimbursement. For more information on state reimbursement, visit the [State of Idaho Crime Victims Compensation Program website](https://crimevictimcomp.idaho.gov/) (https://crimevictimcomp.idaho.gov/).

5. Even after the immediate crisis has passed, consider seeking support from a counselor at the LCSC Student Counseling Center or from an advocate at the YWCA.
6. Victims may contact the Vice President for Student Affairs or the Title IX Coordinator if there are additional concerns or assistance is needed as it relates directly to LCSC, such as no-contact orders or other supportive measures. The Vice President for Student Affairs or the Title IX Coordinator can also assist students who wish to obtain protective or restraining orders from local authorities. LCSC is able to offer reasonable academic supports, changes to living arrangements, transportation resources, escorts, no contact orders, counseling services access, and other supports and resources as needed by an individual. LCSC is able to offer information about legal assistance, visa/immigration assistance, and student financial aid considerations for victims.
 - a. Victims have a right to seek protection, restraining, or other similar lawful orders issued by a court. The College can issue “no-contact” orders between individuals and enforce those orders through the College’s disciplinary procedures. College issued no-contact orders cannot be enforced by law enforcement. Further, the College cannot enforce court orders; however, for every lawfully issued court order the institution has knowledge of, the institution will take every reasonable step to ensure that the College does not cause either party to intentionally violate the order.

Preservation of Evidence

1. To preserve evidence, it is recommended that victims do not bathe, shower, douche, eat, drink, smoke, brush your teeth, urinate, defecate, or change clothes before receiving medical attention. Even if a victim has already taken any of these actions, victims are still encouraged to have prompt medical care, and evidence may still be recoverable.
2. Typically, if police are involved or will be involved, they will obtain evidence from the scene, and it is best to leave things undisturbed until the police arrive. The police will gather bedding, linens or unlaundered clothing, and any other pertinent articles that may be used for evidence. It is best to allow police to secure items in evidence containers, however, if an individual is involved in transmission of items of evidence, such as to the hospital, secure them in a clean **paper** bag or clean sheet to avoid contamination.
3. Victims who have physical injuries, should photograph or have them photographed, with a date stamp on the photo.
4. Record the names of any witnesses and their contact information. This information may be helpful as proof of a crime, to obtain an order of protection, or to offer proof of a campus policy violation.
5. Try to memorize details (e.g. physical description, names, license plate number, car description, etc.) or write notes to remind you of details, if you have time and the ability to do so.

6. If a victim obtains an external order of protection (e.g. restraining orders, injunctions, protection from abuse), please notify Public Safety or the Title IX Coordinator so that those orders can be observed on campus.

Reporting Incidents of Sexual Assault, Dating Violence, Domestic Violence and Stalking

Students, faculty, staff and visitors to campus who wish to report incidents of sexual assault, dating violence, domestic violence and stalking may do so by contacting the Title IX Coordinator, located in Meriwether Lewis Hall, room 110, by telephone at 208-792-2689, email at titleix@lcsc.edu, or [anonymously](https://www.lighthouse-services.com/lcsc/IncidentLandingPage-LewisClark.asp) (<https://www.lighthouse-services.com/lcsc/IncidentLandingPage-LewisClark.asp>). Lighthouse is an independent provider that assists LCSC in identifying misconduct. Lighthouse will not disclose the identity of the person filing the report without express permission. Reports may also be made to the Department of Public Safety, located in Meriwether Lewis Hall; room 110, by telephone at 208-792-2226, or by email at security@lcsc.edu. Reports to law enforcement may be made to:

Lewiston Police Department
1224 F Street
Lewiston, ID 83501
208-746-0171

Nez Perce County Sheriff
1150 Wall Street
Lewiston, ID 83501
208-799-3131

Campus Procedures for Addressing Sexual Assault, Dating Violence, Domestic Violence, and Stalking

LCSC Policy 5.105 Student Code of Conduct & Student Hearing Board

The purpose of the Student Code of Conduct is to help protect the safety of the College community and educate students about appropriate and responsible behavior and their civic and social responsibilities as members of the College community, while complying with applicable state and federal laws and institutional policy. The primary focus of the disciplinary process is on education and corrective outcomes; however, sanctions including suspension or expulsion from the College may be necessary to uphold community standards and to protect the campus community. College discipline is not in the nature of punishment for a crime, and the College's discipline process is not equivalent to state or federal criminal prosecutions.

The Vice President for Student Affairs is responsible to the President of the College for enforcement of the Student Code of Conduct and has been designated as the Senior Student Judicial Officer of the College. Primary responsibilities include investigating alleged violations, proffering charges, imposing sanctions and educational remedies, representing the College in hearings and appeals under the Student Code of Conduct and enforcing sanctions. Allegations of

dating violence, domestic violence, sexual harassment, sexual assault and stalking are investigated by the Title IX Coordinator and adjudicated through the college process either known as “Process A” or “Process B”, which is determined on a case by case basis.

LCSC Policy 3.110 – Discrimination, Sexual Harassment and Retaliation Prohibited

When an alleged violation of [LCSC Policy 3.110](#) is reported, the allegations are subject to resolution using LCSC’s “Process A” or “Process B,” as determined by the Title IX Coordinator.

When the Respondent is a member of the LCSC community, a grievance process may be available regardless of the status of the Complainant, who may or may not be a member of the LCSC community. This community includes, but is not limited to, students,¹ student organizations, faculty, administrators, staff, and third parties such as guests, visitors, volunteers, invitees, and campers. The procedures below may be applied to incidents, to patterns, and/or to the campus climate, all of which may be addressed and investigated in accordance with this policy.

Response to allegations of Sexual Assault, Dating Violence, Domestic Violence, and Stalking

LCSC will act on any formal or informal notice/complaint of violation of the policy on Discrimination, Sexual Harassment, and Retaliation Prohibited (“the Policy”) that is received by the Title IX Coordinator² or any other Official with Authority by applying the procedures known as “Process A.”

Upon receipt of a complaint or notice to the Title IX Coordinator of an alleged violation of the Policy, LCSC initiates a prompt initial assessment to determine the next steps LCSC needs to take. LCSC will initiate at least one of three responses:

1. Offering supportive measures because the Complainant does not want to proceed formally; and/or
2. An informal resolution; and/or
3. A Formal Grievance Process including an investigation and a hearing.

The investigation and grievance process will determine whether or not the Policy has been violated. If so, LCSC will promptly implement effective remedies designed to ensure that it is

¹ For the purpose of this policy, the LCSC defines “student” as any individual who is enrolled in a LCSC credit or non-credit course on the first day of the course.

² Anywhere this procedure indicates “Title IX Coordinator,” LCSC may substitute a trained designee.

not deliberately indifferent to harassment or discrimination, their potential recurrence, or their effects.

“Process B” will be applied when the Title IX Coordinator determines “Process A” is inapplicable, or offenses subject to “Process A” have been dismissed using the dismissal guidelines set forth in “Process A”. If “Process A” is applicable to the known circumstances, “Process A” must be applied in lieu of “Process B.”

For a complete explanation of “Process A” and “Process B”, visit the Title IX [Grievance Procedures](#) webpage or contact the Title IX Coordinator.

Investigation & Disciplinary Process for All Other Conduct Violations

Classroom Infractions

Individual faculty members or programs may impose their own policies regarding student classroom behavior and academic dishonesty. Such policies are readily available to students through the course syllabus, program website, or handbook.

Sanctions imposed by a faculty member are limited to grades on individual assignments, course grades, and/or temporary dismissal from a class (depending on the nature of the infraction). Students accused of academic dishonesty or of another classroom infraction may also be referred by the faculty member to the Vice President for Student Affairs for other disciplinary action.

Faculty members do not have the authority to dismiss a student from a course indefinitely or to dis-enroll a student from a program or major/minor. Should an incident rise to the level of potential course or program disenrollment, the division chair, instructional dean, and the Vice President for Student Affairs will make a final determination.

Investigation and Determination by the Vice President for Student Affairs for Conduct Other Than Sexual Assault, Dating Violence, Domestic Violence and Stalking

The Vice President for Student Affairs shall receive all student judicial complaints and shall investigate all complaints against students alleged to have violated the Student Code of Conduct or may delegate investigative and/or adjudicative responsibilities. The investigation should include, if possible, an interview with the student where the student is informed of the alleged violation and given an opportunity to deny or explain it. The Vice President for Student Affairs, after whatever investigation he/she deems necessary has been conducted, shall make a determination of whether, based on a preponderance of the evidence, i.e., more likely than not, the student violated the Student Code of Conduct. If the Vice President for Student Affairs

determines that a student violated the Student Code of Conduct, he/she will write a report identifying the alleged violation and set forth his/her determination of the sanction imposed.

Sanctions

The following sanctions, in order of severity, may be imposed upon any student determined to have violated any part of the Code:

1. Warning;
2. Probation (with terms and length as determined by the person levying the sanction);
3. Withheld suspension (failure to comply with the terms of withheld suspension may result in immediate suspension from college. Withheld suspension may also be a “delayed” suspension whereby a student is permitted to remain enrolled for the duration of the current term but will not be permitted to enroll in subsequent terms unless certain conditions are met);
4. Suspension (removal from the College for a specific length of time, e.g., semester or academic year) which may include readmission following the suspension period subject to an additional period of probation or withheld suspension. Students who are suspended will have this sanction noted on their official college transcript;
5. Expulsion (indefinite removal from College) which may include being banned from campus property. Students who are expelled will have this sanction noted on their official college transcript.
6. Suspension or expulsion can occur even after a student withdraws if the withdrawal occurred while Student Code of Conduct charges were pending.

The person or Board levying or recommending the sanction may also impose or recommend any combination of the following and may also include them as terms of probation:

1. Community service (to be performed for a specific period of time under the direction of the Vice President for Student Affairs or their designee);
2. Fines not exceeding two hundred dollars (\$200);
3. Restitution for damages;
4. Special sanctions deemed appropriate and reasonable by the person or Board levying or recommending the sanctions (e.g., counseling, restrictions on behavior or requiring letters of apology to be written);
5. Administrative fees not exceeding fifty dollars (\$50).

Until fines or restitution have been paid, the College may deny a student the privilege of re-registering, may hold transcripts and/or diplomas, and may refuse to release information based on the student’s records.

Disclosure: The College will disclose to the alleged victim of any crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense the report on the results of any disciplinary proceeding conducted by the College against a student who is alleged perpetrator of such crime or offense with respect to such crime or offense. The disclosure will be provided to both parties as close to simultaneous as possible. 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 for purposes of this disclosure.

Appeals

If the student disagrees with the Vice President for Student Affairs conclusion that they violated the Student Code of Conduct, or with the sanction imposed, the student may file an appeal with the College President by delivering a written request to the Office of the Vice President for Student Affairs within seven (7) business days after the date on which they were served with a copy of the decision. Reporting parties in cases of sexual misconduct may also request an appeal under the same circumstances and conditions. Upon receipt of the written request, the Vice President for Student Affairs will notify the President's office within one (1) business day. If the student does not deliver a timely written request for a hearing, the Vice President for Student Affairs' determination and sanction shall become final and the student shall have no further right to an appeal.

Upon receipt of a timely appeal, the President shall convene the Student Disciplinary Hearing Board. Following the hearing, the President shall review recommendations from the Student Disciplinary Hearing Board and determine whether to affirm, modify or reverse the Vice President for Student Affairs' decision. If a student files a timely appeal with the President, the Student Disciplinary Hearing Board shall provide a hearing.

A party may appeal the President's decision to the State Board of Education when, if and in such a manner as the State Board of Education determines that such appeal shall be heard. See [State Board of Education Policy III.P, Section 19](https://boardofed.idaho.gov/board-policies-rules/board-policies/higher-education-affairs-section-iii/iii-p-students/) (https://boardofed.idaho.gov/board-policies-rules/board-policies/higher-education-affairs-section-iii/iii-p-students/).

Parties will be notified in writing of any change to the result of a disciplinary proceeding. The parties will also be notified when such results become final.

Right's of the Parties³

1. The right to an equitable investigation and resolution of all credible allegations of prohibited harassment or discrimination made in good faith to LCSC officials.
2. The right to timely written notice of all alleged violations, including the identity of the parties involved (if known), the precise misconduct being alleged, the date and location of the alleged misconduct (if known), the implicated policies and procedures, and possible sanctions.
3. The right to timely written notice of any material adjustments to the allegations (e.g., additional incidents or allegations, additional Complainants, unsubstantiated allegations) and any attendant adjustments needed to clarify potentially implicated policy violations.
4. The right to be informed in advance of any public release of information regarding the allegation(s) or underlying incident(s), whenever possible.
5. The right not to have any personally identifiable information released to the public without consent provided, except to the extent permitted by law.
6. The right to be treated with respect by LCSC officials.
7. The right to have LCSC policies and procedures followed without material deviation.
8. The right not to be pressured to mediate or otherwise informally resolve any reported misconduct involving violence, including sexual violence.
9. The right not to be discouraged by LCSC officials from reporting sexual misconduct or discrimination to both on-campus and off-campus authorities.
10. The right to be informed by LCSC officials of options to notify proper law enforcement authorities, including on-campus and local police, and the option(s) to be assisted by LCSC authorities in notifying such authorities, if the party so chooses. This also includes the right not to be pressured to report, as well.

³ The Parties are the Complainant and Respondent. Complainant is an individual who is reported to have experienced conduct prohibited by College policy, regardless of whether the individual makes a report or seeks disciplinary action. The Respondent is the individual, individuals or group alleged to have engaged in conduct prohibited by College policy. When the College believes that an individual represents an ongoing threat to the College community, but the Complainant does not want to pursue a complaint, the College Title IX Coordinator may sign a formal complaint to begin an investigation. See Policy 3.110 Discrimination, Sexual Harassment and Retaliation Prohibited for more information.

11. The right to have allegations of violations of this Policy responded to promptly and with sensitivity by LCSC officials.
12. The right to be informed of available interim actions and supportive measures, such as counseling; advocacy; health care; legal, student financial aid, visa, and immigration assistance; or other services, both on campus and in the community.
13. The right to a LCSC-implemented no-contact order or no-trespass order when a person has engaged in or threatens to engage in stalking, threatening, harassing, or other improper conduct that presents a danger to the welfare of the party or others.
14. The right to be informed of available assistance in changing academic, living, and/or working situations after an alleged incident of discrimination, harassment, and/or retaliation, if such changes are reasonably available. No formal report, or investigation, either campus or criminal, needs to occur before this option is available. Such actions may include, but are not limited to:
 - A. Relocating an on-campus student's housing to a different on-campus location
 - B. Assistance from LCSC staff in completing the relocation
 - C. Changing an employee's work environment (e.g., reporting structure, office/workspace relocation)
 - D. Transportation accommodations
 - E. Visa/immigration assistance
 - F. Arranging to dissolve a housing contract and a pro-rated refund
 - G. Exam, paper, and/or assignment rescheduling or adjustment
 - H. Receiving an incomplete in, or a withdrawal from, a class (may be retroactive)
 - I. Transferring class sections
 - J. Temporary withdrawal/leave of absence (may be retroactive)
 - K. Campus safety escorts
 - L. Alternative course completion options.

15. The right to have the LCSC maintain such actions for as long as necessary and for supportive measures to remain private, provided privacy does not impair LCSC's ability to provide the supportive measures.
16. The right to receive sufficiently advanced, written notice of any meeting or interview involving the other party, when possible.
17. The right to ask the Investigator(s) and Decision-maker(s) to identify and question relevant witnesses, including expert witnesses.
18. The right to provide the Investigator(s)/Decision-maker(s) with a list of questions that, if deemed relevant by the Investigator(s)/Chair, may be asked of any party or witness.
19. The right not to have irrelevant prior sexual history or character admitted as evidence.
20. The right to know the relevant and directly related evidence obtained and to respond to that evidence.
21. The right to fair opportunity to provide the Investigator(s) with their account of the alleged misconduct and have that account be on the record.
22. The right to receive a copy of the investigation report, including all factual, policy, and/or credibility analyses performed, and all relevant and directly related evidence available and used to produce the investigation report, subject to the privacy limitations imposed by state and federal law, prior to the hearing, and the right to have at least ten (10) business days to review the report prior to the hearing.
23. The right to respond to the investigation report, including comments providing any additional relevant evidence after the opportunity to review the investigation report, and to have that response on the record.
24. The right to be informed of the names of all witnesses whose information will be used to make a finding, in advance of that finding, when relevant.
25. The right to regular updates on the status of the investigation and/or resolution.
26. The right to have reports of alleged Policy violations addressed by Investigators, Title IX Coordinators, and Decision-maker(s) who have received relevant annual training.
27. The right to a Hearing Panel that is not single-sex in its composition, if a panel is used.
28. The right to preservation of privacy, to the extent possible and permitted by law.
29. The right to meetings, interviews, and/or hearings that are closed to the public.

30. The right to petition that any LCSC representative in the process be recused on the basis of disqualifying bias and/or conflict of interest.
31. The right to have an Advisor of their choice to accompany and assist the party in all meetings and/or interviews associated with the resolution process.
32. The right to have the Recipient compel the participation of faculty and staff witnesses.
33. The right to the use of the appropriate standard of evidence, preponderance of evidence, to make a finding after an objective evaluation of all relevant evidence.
34. The right to be present, including presence via remote technology, during all testimony given and evidence presented during any formal grievance hearing.
35. The right to have an impact statement considered by the Decision-maker(s) following a determination of responsibility for any allegation, but prior to sanctioning.
36. The right to be promptly informed in a written Notice of Outcome letter of the finding(s) and sanction(s) of the resolution process and a detailed rationale therefor (including an explanation of how credibility was assessed), delivered simultaneously (without undue delay) to the parties.
37. The right to be informed in writing of when a decision by LCSC is considered final and any changes to the sanction(s) that occur before the decision is finalized.
38. The right to be informed of the opportunity to appeal the finding(s) and sanction(s) of the resolution process, and the procedures for doing so in accordance with the standards for appeal established by LCSC.

Resources and Accommodations

Confidential Campus Resources

LCSC Student Health Services*
Sam Glenn Complex; 205
208-792-2251

LCSC Student Counseling Center
Sam Glenn Complex; 212
208-792-2211

Confidential Community Resources

YWCA
208-746-9655

Tri-State Memorial Hospital*
509-758-4665

Idaho Public Health*
208-799-3100

Quality Behavior Health
(*WA Residents only*)
509-758-4655

St. Joseph Regional Medical Center*
208-743-2511

* Medical care is also available at these locations.

Non-confidential Resources

The following campus offices/individuals only share information on a need-to know basis but cannot guarantee confidentiality.

Title IX Coordinator
MLH; 110
208-792-2689
titleix@lcsc.edu

Human Resource Services
Administration Bldg; 102
208-792-2269
hr@lcsc.edu

Student Affairs
Reid Centennial Hall; 112
208-792-2218
studentaffairs@lcsc.edu

Residence Life
Talkington Hall Basement
208-792-2053
reslife@lcsc.edu

Campus Accommodations

The College will make accommodations or provide supportive measures if the victim requests them and are reasonably available, regardless of whether the victim chooses to report the crime to the Department of Public Safety or any other law enforcement agency. The Title IX Coordinator or designee, determines which accommodations and other measures to provide based on each incident's individual circumstances and the needs and wishes of the requesting party. Requests for supportive measures and changes to academic, work, living, and transportation situations can be made by contacting the Title IX Coordinator at (208) 792-2689 or by emailing titleix@lcsc.edu.

Alcohol and Drug Policies

Alcoholic Beverages

Idaho law states that it is illegal to sell, serve or furnish beer, wine or other alcoholic beverages or intoxicating liquor to a person under 21 years of age. It is illegal for any person under 21 years of age to purchase or attempt to purchase, procure, possess, or consume any alcoholic or intoxicating liquor. Illegal possession or consumption of alcoholic beverages (beer, wine, liquor or other beverage which is controlled as an alcoholic beverage under Idaho law) is prohibited in college-owned, leased or operated facilities and on campus grounds.

Alcoholic beverages may not be possessed, manufactured or consumed under any circumstances in areas open to and most commonly used by the general public. Public areas include, but are not limited to, lounges, college union buildings, recreation rooms, conference rooms, athletic/student facilities and other public areas of college-owned buildings or grounds. Students aged 21 and over may possess alcohol in their residence hall rooms and are subject to residence hall policies.

Sale of alcoholic beverages is prohibited in college-owned, leased or operated facilities and on campus grounds.

Guests and visitors shall observe these regulations while on campus or other college property. Non-compliance may subject a person to sanctions imposed by the College as well as the provisions of local and state law.

For LCSC sponsored events which are open to the campus community, and at which alcohol will be present, the sponsor will work with the Vice President for Student Affairs and the appropriate instructional dean to assure adherence to this policy. The following information will need to be provided to assure adherence: (1) names and ages of individuals designated as bartenders or

servers to check identification; (2) mean to inform participants of applicable state and federal laws regarding alcohol consumption; (3) non-alcoholic beverages and food consumption; and (4) designated driver program.

No social event shall include any form of drinking contest in its activities or promotion.

Drugs

Possession, manufacture, distribution, use or sale of marijuana, drug narcotics or other controlled substances classified as illegal under Idaho law, except those taken under a doctor's prescription is prohibited on college-owned or controlled property, or at any college-sponsored or supervised function. All federal and state drug laws on campus are enforced by Campus Security and the Lewiston Police Department.

Student Medical Amnesty Policy – LCSC Policy 5.315

Student welfare is a primary concern at LCSC. All students are responsible for seeking medical assistance for fellow students when lives may be in danger due to alcohol and/or drug intoxication.

Alcohol and drug overdose can cause serious and life-threatening medical emergencies. LCSC students may encounter these types of emergencies while at LCSC. Due to fear of the consequences, students are often afraid to seek emergency assistance for fellow students in trouble. To encourage students to seek emergency care, LCSC has implemented the Student Medical Amnesty Policy.

[LCSC Policy 5.315: Student Medical Amnesty](#) applies to currently enrolled LCSC students and does not protect students from federal, state or local laws.

- i. This policy provides amnesty for possession and consumption of alcohol or drugs by a minor, unauthorized possession of alcohol or drugs on campus, or intoxication.
- ii. This policy also may apply in instances when students report sex-based discrimination, sexual harassment, and sexual misconduct involving students. Students who report information about sex-gender based discrimination, sexual harassment, or sexual misconduct involving other students will also follow the same guidelines as the amnesty policy on drug or alcohol possession or consumption in which they might have engaged in connection with the reported incident.
- iii. Amnesty may be granted to an LCSC student by the Vice President for Student Affairs for initiating emergency assistance.
 - i. Following the emergency, students involved will meet with the Vice President for Student Affairs to determine amnesty.
 - ii. Students granted amnesty may be referred for counseling following the meeting with the Vice President for Student Affairs based on the nature and severity of the emergency situation in which the student was involved.

Prevention and Awareness Programs

Vector Solutions – Formally known as SafeColleges

The Vector Solutions Training System is a comprehensive, web-based training system that delivers engaging compliance and prevention training for students, faculty, and staff. The site offers a series of online research-based courses covering Human Resources and Employment practices, Environmental Health & Safety, Information Technology, Emergency Management, Social & Behavioral, and Security and Nutrition Services. Courses comply with important federal legislation, including Title IX, FERPA, and OSHA.

All incoming freshman and transfer students are asked to complete the following online courses through Vector Solutions:

1. Alcohol Awareness for Students
2. Bystander Intervention for Students
3. Drug Awareness and Abuse
4. Sexual Violence Awareness
5. Intimate Partner Violence Prevention

Presentations

The Title IX Coordinator offers a variety of presentations relating to discrimination, sexual harassment, sexual misconduct, stalking, and interpersonal violence. These presentations can be customized for classrooms, living groups, organizations, and events.

Substance Abuse Education Programs

Alcohol and Drug Use Education

LCSC maintains an ongoing substance abuse prevention program that complies with the Education Department General Administrative Regulations (EDGAR) Part 86 mandate. Our program consists of alcohol and other drug (AOD) preventative education, early intervention, enforcement, and the implementation of environmental strategies to provide alternative, pro social and health promoting activities.

The Student Counseling Center (SCC) partners with many other campus departments including Residence Life, the Title IX office, Human Resources, Student Activities, the campus Health and Wellness Committee and athletics to offer relevant education and prevention programs, events and activities.

The SCC offers brief screening and referral services, individual counseling for students struggling with substance use issues and intervention programs for those who violate the Student

Code of Conduct. Students who self-identify with concerns or who come to the attention of faculty, Residence Life, Security or other staff or faculty due to AOD use and/or abuse are referred to the SCC for initial substance abuse screening, education, possible ongoing personal substance abuse counseling and/or referral services.

Faculty and staff are advised of available resources for drug and alcohol related problems on a systematic and ongoing basis through the LCSC Human Resources office.

Drug Take Back Day

LCSC is a founding member of the campus/community Resources Empowering Action for Community Health (REACH) coalition that addresses health and substance abuse related concerns of LCSC students and other emerging young adults in the community. REACH conducts a biannual Drug Take Back Day each semester, and also provides other AOD education, programing, events and other support to LCSC and to the surrounding community.

Rethink the Drink

The Student Counseling Center (SCC) conducts multiple “Rethink the Drink” group sessions to accommodate all first-year dorm students upon their arrival to campus. Each session is done in a small group setting where participation and discussion are encouraged. In this program, basic facts are presented about alcohol and other drugs as well as the bystander effect in the context of the Student Code of Conduct, Residence Life living agreement and Idaho state law. The program combines professional presentation, group discussion and scenario learning, especially related to alcohol and Title IX issues, in this approximately 1-hour session. This program has been mandatory for all new incoming dorm students for the past four academic years.

Educational Sanctions for Alcohol and Other Drug (AOD) Code Violations

LCSC enforces Idaho State Law and the Student Code of Conduct as to student AOD misuse. Students receiving sanctions related to AOD violations are referred to a myriad of possible resources, including CHOICES for Alcohol, an alcohol abuse prevention and harm reduction program that utilizes individual, personalized feedback coupled with the opportunity to self-reflect and discuss facts, risk and norms associated with college student alcohol use, and Brief Alcohol Screening and Intervention for College Students (BASICS). BASICS is an individualized multi session, program which also utilizes personalized feedback that allows students to further explore their own relationship with alcohol use in comparison to other LCSC students and offers ideas to make changes in their own behavior as needed.

Drug Free Schools and Communities Act (DFSCA)

As a requirement of the Drug Free Schools and Communities Act regulations, Lewis-Clark State College will disseminate the below policy/information to all students, staff, and faculty on an annual basis. All employees receive annual notification via mailed notice outlining the policy with a direct link to this report. Students are provided notification during the course registration process when accessing the “Conditions of Registration.” This process includes students verifying, they have been presented with the notification as a part of the registration process. The College has a signed Program Participation Agreement (PPA) verifying the existence of an ongoing administration of this DAAPP [to the campus community](#).

Questions concerning this policy and/or alcohol and other drug programs, interventions and policies may be directed to: Doug Steele, Director of the Student Counseling Center – dlsteele@lcsc.edu; 208-792-2211.

Document can be found here: <https://www.lcsc.edu/media/7173/lcsc-daapp-dfzca-annual-notification-report-final.pdf>

Annual Safety and Awareness Events

Sexual Assault Awareness Month – April 2020

The goal of Sexual Assault Awareness Month is to raise public awareness about sexual violence. LCSC collaborates with other organizations to provide information and resources to the campus community. Sexual Assault Awareness Month in 2020 featured some of the following events:

What Were You Wearing?

For the entire month of April, the campus community could visit the “What Were You Wearing?” display located in the Student Union Building. The display was aimed at addressing the misconceptions and stigma around sexual assault through survivor’s voices and stories.

Teal Ribbon Project

Teal ribbons were tied around trees across campus to signify sexual assault awareness; information about sexual assault and resources were stapled to the ribbons.

Domestic Violence Awareness Month – October 2020

Domestic Violence Awareness Month is a national movement that works to bring domestic violence and its prevention to the forefront of public debate. Throughout the month of October, flyers provided by the YWCA were placed around campus and the College President issued a “President’s Proclamation” recognizing October as “Domestic Violence Awareness Month at Lewis-Clark State College”.

Domestic Violence Awareness Month in 2020 featured some of the following events:

On Wednesday We Wear Purple

The campus community was invited to wear purple on Wednesday's during the month of October to promote awareness of domestic violence. Purple has long been used as the color to signify the pursuit of justice for victims of domestic violence. In collaboration with the YWCA, flyers were placed in academic buildings, residence halls, and bathroom stalls with information about domestic violence and a relationship quiz to help students determine whether they were in a healthy relationship. Black silhouettes were cut out and placed around campus with the stories of survivors of domestic violence as well as statistics about domestic violence.

Purple Ribbon Project

Purple ribbons were tied around trees across campus to signify domestic violence awareness; information about domestic violence and resources were stapled to the ribbons.

Crime Prevention Programs

It is the philosophy of LCSC 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 minimizing criminal opportunities and encouraging students and employees to be responsible for their own safety and the security of themselves and others. The following is a listing of programs and projects used to accomplish this:

Escort Program

The escort program is a service provided on the main campus, particularly during the hours of darkness, for persons walking from building to building, or to their vehicles. Individuals may make arrangements by contacting the Department of Public Safety office at (208) 792-2226 or the duty officer's phone (208) 792-2815.

Residence Hall Security

Crime prevention brochures, and other printed materials, are available to the students. The Department of Public Safety works closely with residence hall personnel to present security programs for the residents, when requested. All non-resident guests must be accompanied by their resident host at all times when in a residence hall. Students are encouraged to keep their doors locked, especially when they leave their rooms.

New Student Orientation and Professional Development Training (PDT)

The Department of Public Safety offers classes/workshops focusing on crime prevention through classes and workshops through the PDT program, New Student Orientation, and

International Student Orientation. Some classes offered are: Active Assailant workshops, building evacuation plans and procedures, and general crime prevention as requested. Oftentimes, a representative from the Lewiston Police Department will collaborate with a Public Safety representative to present the information.

Telephones

LCSC Campus Security is available at (208) 792-2226 or (208) 792-2815 or by dialing 2226 or 2815 from a campus phone. Emergency phones in all campus elevators dial 911. There are also emergency phones which connect to Public Safety by the west entrance to Clark Hall, south entrance to Talkington Hall, and on each floor of the STC building. Several courtesy telephones are located on campus, including: the main floor of the Student Union Building (SUB), the main floor of the Administration Building, in the lobby of Clark Hall, first floor of Reid Centennial Hall, Library snack room, and on the first floor in Talkington Hall.

Training for Faculty and Staff

Campus Security Authority Training – LCSC Policy 3.204

A Campus Security Authority (CSA) is an official of the College who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings, and to whom crimes are most likely to be reported. Campus Security Authorities for LCSC include, but are not limited to: (1) faculty advisers to student organization; (2) athletic team coaches; (3) Director of Athletics; (4) Vice President for Student Affairs; (5) Title IX Coordinator; (6) Director for Residence Life; (7) Director of the Student Counseling Center; (8) Director of Human Resource Services; (9) Resident Advisors and Peer Mentors; (10) Director of the Advising Center; (11) Director of First Year Experience; (12) Director of Student Employment – Career Center and LC Work Scholars; (13) Director for the Center for Student Leadership; (14) Director of Student Support Services; (15) Directors of the LC Outreach Centers in Grangeville and Orofino; (16) Director of Student Services at the Coeur d’Alene Center; and (17) Director of the Coeur d’Alene Center.

Campus Security Authorities are obligated by federal law to report Clery Act Crimes. LCSC provides online training through Vector Solutions for all CSAs. Annually, the Director of Public Safety will notify all CSAs by email of their duties and the requirements to take the CSA computer-based training.

Clery Crime Reporting Process: In accordance with LCSC Policy 3.204: Campus Security Authorities, CSAs will immediately report all Clery Crimes that they either have first-hand knowledge of or that have been reported to them by using the online form available on the [Public Safety website](#). CSAs should not wait to report such Clery Crimes for any reason. A CSA’s only duty is to report what they observe or what has been reported to them. CSAs do not investigate the reported Clery Crime or assess the validity of the reported Clery Crime. A CSA

must provide as much information about the incident as possible. If a CSA is in doubt on whether to report an incident or not, they should err on the side of caution and report the incident. Where appropriate, the Director of Communications and Marketing or the Director of Public Safety will issue a Timely Warning or Emergency Notification to the campus community, including students, staff, faculty, and possible visitors.

1. In an emergency, CSAs shall:
 - A. Call 911
 - B. Immediately notify Public Safety by calling Public Safety's 24/7 number at 208-792-2815.
 - C. Complete an online [Campus Security Authority Crime Report](#) form

Compliance training for all new hires includes Title IX and Sexual Misconduct; State of Idaho Domestic Violence Policy; Drug-Free Workplace; Discrimination Awareness in the workplace; and General Ethics in the Workplace.

Annual Training Day

LCSC established an annual training day in 2020 to give employees an opportunity to focus on completing annual compliance training. The following courses were offered through Vector Solutions:

- Diversity & Inclusion
- General Ethics in the Workplace
- Title IX and Sexual Harassment
- Drug-Free Workplace
- FERPA: Confidentiality of Records

The following course was offered online through the Idaho Division of Human Resources:

- Respectful Workplace

Additionally, all new employees are asked to complete each of these trainings upon hire, then annually thereafter.

Behavior Response Team (BRT)

The BRT is a committee tasked with monitoring and reviewing policies and procedures related to the Student Code of Conduct, Title IX, and Public Safety. The BRT meets on a weekly basis to discuss student behavior problems, to assess individual and campus safety, and to assist in necessary decision-making regarding such concerns. It is chaired by the Vice President for Student Affairs and membership includes the Director of Public Safety/Title IX Coordinator, the Director of Human Resource Services, the Director of Residence Life, and the Director of the

Student Counseling Center. This alliance between members of the campus community coming together to solve inter-related issues allows the team to make decisions that are thoroughly reviewed, are consistent with campus policy, and promote fairness for all parties involved.

2018 – 2020 Crime Statistics

Reports of these certain Clery Act crimes are calculated per Clery requirements. When counting multiple offenses, LCSC uses the FBI's UCR Hierarchy Rule. This rule requires that only the most serious offense is counted when more than one offense was committed during a single incident, or when a single offense could fall under the definition of more than one crime. However, there are some exceptions to this rule. Hate crimes, arrests and referrals for drug/liquor/weapons violations, and the crimes of arson, domestic violence, dating violence, and stalking do not fall under the Hierarchy Rule are counted along with the most serious crime committed in situations where more than one Clery-reportable crime has occurred in a given incident.

Additionally, if a murder and a sex offense are committed during the same incident, both are counted. If an incident occurs in College Housing properties, it is counted twice: once in the "On Campus" section and once in the "Residential Facilities" section. Additionally, with the passing of the Violence Against Women Reauthorization Act (VAWA) of 2013, the crimes of domestic violence, dating violence, and stalking were added to the list of crimes that LCSC is required to collect statistics for and report beginning in 2014. For definitions of these crimes, see "[Definitions](#)" in this document. In 2014, the definition of "rape" in the Uniform Crime Reporting (UCR) Summary Reporting System was also revised to reflect the Federal Bureau of Investigation's (FBI) updated definition, which encompasses the categories of rape, sodomy, and sexual assault with an object. The updated definition of rape is used for Clery purposes in this report.

Lastly, the Clery Act allows for sworn or commissioned law enforcement personnel to make a formal determination that a crime report is "unfounded" if, after investigation, the report is deemed to be false or baseless. If a report is determined to be unfounded, it will not be included in the statistical disclosure of crimes reported to have occurred on LCSC's Clery geography. However, unfounded reports are tallied and disclosed in a separate column from the other statistics.

Clery Crime Statistics – LCSC Lewiston, Idaho

Offense	Year	**On Campus Property	**Residence Facilities	Non-Campus	Public Property	Unfounded
Murder – Non-Negligent Manslaughter	2018	0	0	0	0	0
	2019	0	0	0	0	0
	2020	0	0	0	0	0
Negligent Manslaughter	2018	0	0	0	0	0
	2019	0	0	0	0	0
	2020	0	0	0	0	0
Sex Offense, Rape	2018	3	3	0	0	0
	2019	2	2	0	0	0
	2020	0	0	0	0	0
Sex Offense, Fondling	2018	6	1	0	0	0
	2019	0	0	0	0	0
	2020	0	0	0	0	0
Sex Offense, Incest	2018	0	0	0	0	0
	2019	0	0	0	0	0
	2020	0	0	0	0	0
Sex Offense, Statutory Rape	2018	0	0	0	0	0
	2019	0	0	0	0	0
	2020	0	0	0	0	0
Robbery	2018	0	0	0	0	0
	2019	0	0	0	0	0
	2020	0	0	0	0	0
Aggravated Assault	2018	0	0	0	0	0
	2019	1	0	0	0	0
	2020	0	0	0	0	0
Burglary	2018	2	0	0	0	0
	2019	0	0	0	0	0
	2020	0	0	0	0	0
Motor Vehicle Theft	2018	2	0	0	0	0
	2019	0	0	0	0	0
	2020	0	0	0	0	0
Arson	2018	0	0	0	0	0
	2019	0	0	0	0	0
	2020	0	0	0	0	0
Domestic Violence	2018	0	0	0	0	0
	2019	0	0	0	0	0
	2020	0	0	0	0	0
Dating Violence	2018	1	1	0	0	0
	2019	0	0	0	0	0
	2020	0	0	0	0	0

Offense	Year	**On Campus Property	**Residence Facilities	Non-Campus	Public Property	Unfounded
Stalking	2018	0	0	0	0	0
	2019	2	0	0	0	0
	2020	2	0	0	0	0
Liquor Law Arrests	2018	0	0	0	0	0
	2019	2	0	0	0	0
	2020	0	0	0	1	0
Liquor Law Violations (Referred for Disciplinary Action)	2018	73	71	0	0	0
	2019	37	37	0	0	0
	2020	11	11	0	0	0
Drug Law Arrests	2018	1	1	0	0	0
	2019	0	0	0	1	0
	2020	0	0	0	0	0
Drug Law Violations (Referred for Disciplinary Action)	2018	16	15	0	0	0
	2019	9	9	0	0	0
	2020	0	0	0	1	0
Illegal Weapons Possession Arrests	2018	0	0	0	0	0
	2019	0	0	0	0	0
	2020	0	0	0	0	0
Illegal Weapons Possession (Referred for Disciplinary Action)	2018	0	0	0	0	0
	2019	0	0	0	0	0
	2020	0	0	0	0	0
Hate Crimes	2018	0	0	0	0	0
	2019	1	0	0	0	0
	2020	0	0	0	0	0
<p>*Crime statistic requests were sent to various law enforcement agencies related to LCSC's non-campus properties and student travel locations. Some requests went unanswered and some of the responses received were not in a usable format and are not included in these statistics.</p> <p>**Crime reported in Residential Facilities column are included in the On Campus Category as well.</p> <p>***One Hate Crime was reported on campus in 2019 for Intimidation based on Religion.</p>						

Lewis-Clark State College, CDA Center– Coeur d’Alene, Idaho

All information regarding policies and procedures are the same for the Coeur d’Alene campus as they are for the main campus except where otherwise noted below. There are no LCSC Residence facilities at the Coeur d’Alene campus.

Academic programs and student services are provided at LCSC at North Idaho College (NIC), located at 1031 N. Academic Way, as well as 901 W. River Avenue, Coeur d’Alene, Idaho 83814. Facilities are open to the public during regular business hours. Some buildings are open Saturday and Sunday for classes, labs and special events. Exterior doors and most interior doors to the college are locked when offices and buildings are closed at 10pm or when classes are not in session. Keys that are authorized and issued to faculty and staff are not to be duplicated or provided to unauthorized employees or students. Persons found in possession of unauthorized keys will have the key immediately confiscated and may face disciplinary action. Although it may vary by semester, students generally have access to the following buildings:

- NIC Campus DeArmond Collaborative Building, 901 W. River Ave.
- Seiter, 475 N. College Drive
- Lee/Kildow, 471 N. College Drive
- Molstead Library, 875 W. Garden Avenue
- Meyer Health and Science, 521 N. College Drive
- Harbor Center, Office Suite #142A, 1031 N. Academic Way

Security/Law Enforcement - NIC maintains a security department located at 703 Military Drive, Building #30. The Security Department can be reached by calling [\(208\) 769-3310](tel:2087693310). NIC security officers provide building and grounds security 24 hours a day, seven days per week. NIC Campus Security is the administrative unit responsible for campus security, policy and procedures. NIC officers are professionally trained in public safety methods, and provide proactive patrol of the campus, their authority is limited to the geographical boundaries of NIC’s properties including land, structures, streets, and parking facilities. While NIC Security does not have arrest powers, a CDA Police SRO Officer has been designated to respond (and arrest, if necessary) to incidents on the North Idaho College campus.

NIC security officers patrol the campus on foot, bicycle, golf cart, and in vehicles. NIC Security Officers do not carry firearms, but are armed with OC (Pepper) Spray, and the Taser ECW, both of which are non-lethal weapons. To carry these non-lethal weapons, NIC officers complete training through the Coeur d’Alene Police Department, Spokane Police Academy, and/or by certified instructors with campus security. While NIC security officers 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.

NIC also has a School Resource Officer (SRO) on staff. The SRO is a member of the Coeur d'Alene Police Department who is assigned to NIC and is a sworn law enforcement officer. The SRO can be contacted by calling (208) 769-3310. NIC Campus Security works closely with the Coeur d'Alene Police, Post Falls Police and Kootenai County Sheriff's Office to assist in safeguarding the campus community. City and County law enforcement officers patrol the public streets on campus and adjoining area.

NIC Campus Security and NIC Facilities personnel carry keys to all buildings and are responsible for locking and opening buildings and classrooms on the main campus, NIC Campus Security makes building checks throughout the night.

Motor vehicle parking lots, pedestrian walkways and building exteriors are well lit. Formal surveys of exterior lighting on campus are conducted routinely by the NIC Security Department and work closely with the NIC Physical Plant to have all lighting issues addressed in a timely manner. Members of the campus community are encouraged to report any lighting deficiencies to the NIC Facilities Department via School Dude Online Maintenance Request, or by calling (208) 769-3413. Shrubbery, trees, and other vegetation on campus are trimmed on a regular basis. NIC Campus Security and facilities personnel survey the grounds of the campus to ensure that shrubbery, trees and other vegetation have been properly trimmed to meet safety standards, within the guidelines of Crime Prevention Through Environmental Design (CPTED).

Crime Reporting: Crimes and other emergencies at this location should be reported to the Coeur d'Alene Police Department by dialing 9-1-1, and to the LCSC CDA Center Director, Rocky Owens at 208-292-2673. The agency providing law enforcement services to LCSC at NIC and public property surrounding this facility is the Coeur d'Alene Police Department, located at 3818 Schreiber Way, Coeur d'Alene, Idaho 83814, phone number [\(208\) 769-2320](tel:2087692320). North Idaho College has installed emergency (Blue Light) phones throughout campus for use during emergencies or for assistance with vehicle jumpstarts/lockouts or to request the campus escort service. By lifting the Red handset, users can communicate directly with the Security Office during business hours, or direct with the on-duty security officer after business hours and weekends.

Emergency Notification: While all LCSC community members receive any campus alert issued by LCSC, LCSC at NIC also maintains its own emergency alert system. In the event of an emergency, NIC's alert system will send an alert message via email, text message, and phone to all students, faculty, and staff. In addition, CDA also has reader boards that will sound and display emergency information in the event of an emergency. All CDA Center staff, faculty, and students are highly encouraged to join the NIC emergency notification system, known as Cardinal Contact, to receive alerts through email, text message and voicemail by signing up for alerts and can view emergency notifications on [NIC's website](https://communitycontact.bbcportal.com/) (<https://communitycontact.bbcportal.com/>). Students are also given the opportunity to sign up for

Cardinal Contact during CDA orientation. For additional security information, please visit NIC Security website at www.nic.edu/security; contact Stuart Wagner, NIC Security Supervisor: smwagner@nic.edu or (208)769-3310; or contact Rocky Owens, CDA Center Director: rwowens@lsc.edu or (208)292-2673.

LCSC-CDA Clery Statistics

The principle LCSC facilities in Coeur d'Alene are co-leased facilities with North Idaho College and the University of Idaho (CDA). As such, crime statistics for CDA Center properties are reflected in the non-campus category in previous reports. Since 2019, however, CDA Center crimes have been separately classified as reported below:

Offense	Year	**On Campus Property	Public Property	Unfounded
Murder – Non-Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Rape	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Fondling	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Incest	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Statutory Rape	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Robbery	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Aggravated Assault	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Burglary	2018	0	0	0
	2019	0	0	0
	2020	2	0	0
Motor Vehicle Theft	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Arson	2018	0	0	0
	2019	0	0	0
	2020	0	0	0

Domestic Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Dating Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Stalking	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Liquor Law Arrests	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Liquor Law Violations (Referred for Disciplinary Action)	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Drug Law Arrests	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Drug Law Violations (Referred for Disciplinary Action)	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Illegal Weapons Possession Arrests	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Illegal Weapons Possession (Referred for Disciplinary Action)	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Hate Crimes	2018	0	0	0
	2019	0	0	0
	2020	0	0	0

Lewis-Clark State College – Orofino Outreach Center – Orofino, Idaho

LCSC educational programs are provided at the Orofino Outreach Center located at 416 Johnson Avenue, Ste #1 in Orofino, Idaho. Facilities are open to the public during regular business hours, Monday –Thursday from 10am – 6pm. Exterior doors and most interior doors to the college are locked when offices and buildings are closed. Keys that are authorized and issued to faculty and staff are not to be duplicated or provided to unauthorized employees or students. Persons found in possession of unauthorized keys will have the key immediately confiscated, and can face disciplinary action. Although it may vary by semester, students generally have access to the facility.

The agency providing Law Enforcement services to the Orofino Outreach Center is Orofino Police Department. Orofino Police Department has full police authority to investigate, apprehend and arrest, and to enforce applicable laws and ordinances at the Outreach Center. If minor offenses involving College rules and regulations are committed by an LCSC student, the police may also refer the individual to the disciplinary division of Student Affairs. LCSC staff and registered students receive any campus alert issued by LCSC, so long as they are signed up to receive WarriorAlerts. Crimes and other emergencies at this location should be reported to the Orofino Police Department by dialing 9-1-1, and to the LCSC Security Office at 208-792-2815.

As of June 30, 2020, the Orofino Outreach Center was reorganized as the LCSC Adult Learning Center – Orofino, and began operating on July 1, 2020. The new Adult Learning Center (ALC) offers community members the opportunity to improve reading, writing, math, and language skills, as well as prepare for the GED. The ALC may be used as a testing site for community members hoping to obtain their GED. The ALC no longer offers an on-site administrator or certification programs. Crime statistics for reporting years 2018, 2019, 2020 are included below.

The LCSC Adult Learning Center – Orofino is located at 416 Johnson Avenue, Suite 3, Orofino, Idaho.

LCSC Orofino Outreach Center Clery Statistics

Prior to 2018, the facility at the LCSC outreach center owned and/or leased by LCSC was considered to be non-campus property. As such, crime statistics for Orofino Outreach Center property is reflected in the non-campus category in previous reports. However, after additional guidance was received in 2019, the property owned and/or leased at the Orofino Outreach Center was included as a separate campus. 2018 is the first year that the Grangeville Outreach Center was included as a Separate Campus for the ASR. There are no LCSC residential facilities at this location.

Offense	Year	**On Campus Property	Public Property	Unfounded
Murder – Non-Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Rape	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Fondling	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Incest	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Statutory Rape	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Robbery	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Aggravated Assault	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Burglary	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Motor Vehicle Theft	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Arson	2018	0	0	0
	2019	0	0	0
	2020	0	0	0

Domestic Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Dating Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Stalking	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Liquor Law Arrests	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Liquor Law Violations (Referred for Disciplinary Action)	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Drug Law Arrests	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Drug Law Violations (Referred for Disciplinary Action)	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Illegal Weapons Possession Arrests	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Illegal Weapons Possession (Referred for Disciplinary Action)	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Hate Crimes	2018	0	0	0
	2019	0	0	0
	2020	0	0	0

Lewis-Clark State College – Moscow Outreach Center – Moscow, Idaho

LCSC educational programs are provided at the Moscow Outreach Center located at the United Church of Moscow, 123 W. 1st, Moscow, Idaho. Facilities are open to the public during regular business hours, Monday 12:30pm-3:30pm and 4:30pm-7:30pm, Tuesday 12:30pm-3pm and 5pm-7:30pm, and Wednesday 12:30pm-3:30pm and 4:30pm-7:30pm. Exterior doors and most interior doors are locked when offices and the building are closed. Keys that are authorized and issued to faculty and staff are not to be duplicated or provided to unauthorized employees or students. Persons found in possession of unauthorized keys will have the key immediately confiscated, and can face disciplinary action. Although it may vary by semester, students generally have access to the facility.

The agency providing Law Enforcement services to the Moscow Outreach Center is the Moscow Police Department. Moscow Police Department has full police authority to investigate, apprehend and arrest, and to enforce applicable laws and ordinances at the Outreach Center. If minor offenses involving College rules and regulations are committed by an LCSC student, the police may also refer the individual to the disciplinary division of Student Affairs. LCSC staff and registered students receive any campus alert issued by LCSC, so long as they are signed up to receive WarriorAlerts. Crimes and other emergencies at this location should be reported to the Moscow Police Department by dialing 9-1-1, and to the LCSC Security Office at 208-792-2815.

As of June 30, 2020, the Moscow Outreach Center was reorganized as the LCSC Adult Learning Center – Moscow, and began operating on July 1, 2020. The new Adult Learning Center (ALC) offers community members the opportunity to improve reading, writing, math, and language skills, as well as prepare for the GED. The ALC may be used as a testing site for community members hoping to obtain their GED. The ALC no longer offers an on-site administrator or certification programs. Crime statistics for reporting years 2018, 2019, and 2020 are included below.

The LCSC Adult Learning Center – Moscow is located at United Church of Moscow 123 W 1st, Moscow, Idaho.

LCSC Moscow Outreach Center Clery Statistics

Prior to 2018, the facility at the LCSC outreach center owned and/or leased by LCSC was considered to be non-campus property. As such, crime statistics for Moscow Outreach Center property is reflected in the non-campus category in previous reports. However, after additional guidance was received in 2019, the property owned and/or leased at the Moscow Outreach Center was included as a separate campus. 2018 is the first year that the Grangeville Outreach Center was included as a Separate Campus for the ASR. There are no LCSC residential facilities at this location.

Offense	Year	**On Campus Property	Public Property	Unfounded
Murder – Non-Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Rape	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Fondling	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Incest	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Statutory Rape	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Robbery	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Aggravated Assault	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Burglary	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Motor Vehicle Theft	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
	2018	0	0	0

Arson	2019	0	0	0
	2020	0	0	0
Domestic Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Dating Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Stalking	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Liquor Law Arrests	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Liquor Law Violations (Referred for Disciplinary Action)	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Drug Law Arrests	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Drug Law Violations (Referred for Disciplinary Action)	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Illegal Weapons Possession Arrests	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Illegal Weapons Possession (Referred for Disciplinary Action)	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Hate Crimes	2018	0	0	0
	2019	0	0	0
	2020	0	0	0

Lewis-Clark State College – Grangeville Outreach Center – Grangeville, Idaho

LCSC educational programs are provided at the Grangeville Outreach Center located at 201 E. Main, Grangeville, Idaho. Facilities are open to the public during regular business hours, Tuesdays and Thursdays from 9am-4pm. Exterior doors and most interior doors are locked when offices and the building are closed. Keys that are authorized and issued to faculty and staff are not to be duplicated or provided to unauthorized employees or students. Persons found in possession of unauthorized keys will have the key immediately confiscated, and can face disciplinary action. Although it may vary by semester, students generally have access to the facility.

The agency providing Law Enforcement services to the Grangeville Outreach Center is the Grangeville Police Department. Grangeville Police Department has full police authority to investigate, apprehend and arrest, and to enforce applicable laws and ordinances at the Outreach Center. If minor offenses involving College rules and regulations are committed by an LCSC student, the police may also refer the individual to the disciplinary division of Student Affairs. LCSC staff and registered students receive any campus alert issued by LCSC, so long as you are signed up to receive WarriorAlerts. Crimes and other emergencies at this location should be reported to the Grangeville Police Department by dialing 9-1-1, and to the LCSC Security Office at 208-792-2815.

As of June 30, 2020, the Grangeville Outreach Center was reorganized as the LCSC Adult Learning Center – Grangeville, and began operating on July 1, 2020. The new Adult Learning Center (ALC) offers community members the opportunity to improve reading, writing, math, and language skills, as well as prepare for the GED. The ALC may be used as a testing site for community members hoping to obtain their GED. The ALC no longer offers an on-site administrator or certification programs. Crime statistics for reporting years 2018, 2019, and 2020 are included below.

The LCSC Adult Learning Center – Grangeville is located at 201 E Main, Grangeville, Idaho.

LCSC Grangeville Outreach Center Clery Statistics

Prior to 2018, the facility at the LCSC outreach center owned and/or leased by LCSC was considered to be non-campus property. As such, crime statistics for Grangeville Outreach Center property is reflected in the non-campus category in previous reports. However, after additional guidance was received in 2019, the property owned and/or leased at the Grangeville Outreach Center was included as a separate campus. 2018 is the first year that the Grangeville Outreach Center was included as a Separate Campus for the ASR. There are no LCSC residential facilities at this location.

Offense	Year	**On Campus Property	Public Property	Unfounded
Murder – Non-Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Rape	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Fondling	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Incest	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offense, Statutory Rape	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Robbery	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Aggravated Assault	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Burglary	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Motor Vehicle Theft	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
	2018	0	0	0

Arson	2019	0	0	0
	2020	0	0	0
Domestic Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Dating Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Stalking	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Liquor Law Arrests	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Liquor Law Violations (Referred for Disciplinary Action)	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Drug Law Arrests	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Drug Law Violations (Referred for Disciplinary Action)	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Illegal Weapons Possession Arrests	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Illegal Weapons Possession (Referred for Disciplinary Action)	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Hate Crimes	2018	0	0	0
	2019	0	0	0
	2020	0	0	0

Annual Fire Safety Report

The Annual Fire Safety Report is made available as part of the College's commitment to safety and security on campus and in compliance with the Higher Education Opportunity Act of 2008. This report contains information about LCSC's fire safety practices and is prepared in cooperation with Residence Life, Security, Physical Plant, and other College departments.

Residence Life Fire Safety Regulations

Residence Life Policies

All students signing a lease agreement with University Housing receive a copy of the Residence Life Policies for their residence hall or on-campus apartment. [Residence Life Policies](https://www.lcsc.edu/residence-life/faqs-and-residence-hall-policies/residence-hall-policies) can be found at (<https://www.lcsc.edu/residence-life/faqs-and-residence-hall-policies/residence-hall-policies>).

Appliances

The electrical system in the residence halls is not designed to carry heavy loads of electrical equipment. For that reason and because of other safety concerns, open-faced electric or 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 hotpots. Residents may also have a refrigerator (no larger than 4.0 cubic feet) and a microwave (not greater than 700 watts) in their room. Regardless of the size of the room or suite or the number of occupants, larger appliances are prohibited. (Refer to [Appliances](#)).

Smoking

Per Idaho Code 39-5502, smoking is not allowed inside any college owned property or outside within 20-feet of all entrances/exits. LCSC policy is more restrictive than Idaho Code. Smoking is not allowed on any College property, indoors or outdoors except in specifically designated outside areas. (Refer to [Smoking and Tobacco Use](#)). The [College policy](#) can be found at (<https://www.lcsc.edu/media/5184/3115-smoke-free-campus.pdf>).

Open Flames, Fireworks, Explosives, and Flammable Materials

Dangerous and/or highly corrosive chemicals and all types of explosives, including fireworks, are not allowed in the residence halls. Possessing, storing, selling, using, or exploding any type of firework in a residence hall room or suite is prohibited.

Due to the physical danger to residents and the possibility of fire, any prank or activity involving fireworks, flammable material, liquids, explosives, dangerous chemicals, and noxious or

noisome materials/objects will not be tolerated on College grounds and/or any residence hall. Activities involving the use of fireworks/explosives/chemicals may result in severe sanctions issued by the college as well as prosecution under applicable state and local laws. All chemicals/explosives/fireworks found in any residence hall room are subject to immediate seizure by Residence Life staff or Campus Security staff. (Refer to [Fireworks/Explosives/Chemicals](#)).

Candles, oil lamps, incense or other items with an open flame are not permitted in any College residence hall. Scentsy-type products are approved, however, residents should be in the room while they are in use. Residents are responsible for any damage that is done if the wax spills onto carpet or furniture. (Refer to [Candles/Incense](#)).

Alarms and Smoke Detectors

With the exception of the International Living Learning Community houses, the building alarms are monitored by Alarm Central monitoring company, which in turn notify the Lewiston Fire Department Dispatch. Lewiston Fire Department will respond when notified of a fire alarm on campus. Residents of the International Living Learning Community houses should call 911 in the event the fire alarm sounds or there is visible smoke or fire. Vandalism or tampering with alarms or any life-safety equipment is against the law. All violators will be prosecuted.

Some residence halls have individual room smoke detectors. Smoke detectors are intended for room occupant notification only. The alarm will not alert the rest of the building of a fire situation. It should be kept in an operable condition and tested monthly by students. If it is found to be inoperable, notify maintenance immediately for repair or replacement by completing the Housing [Maintenance Request Form](#) on the front page of the Residence Life website.

With the exception of the International Living Learning Community houses, each residence hall is equipped with a central building fire alarm system that senses fire and/or smoke. The system can also be activated manually when there is a fire. The alarm stations are located within the hallways at points of exit, such as doorways to stairwells, exterior doors, etc. Residents should familiarize themselves with the manual pull station locations within their residence.

Emergency Evacuation (Including Fire Evacuation) Procedures for on-campus housing and general campus

In event of fire or other emergency, call 911. If you are calling from a campus landline telephone, dial 9-911.

Procedures for on-campus housing

When an emergency evacuation is ordered or when audio or visual alarms are activated, all residents are required to evacuate the premises immediately and proceed to a designated Safe Assembly Location or where directed by emergency personnel or residence life staff. Security and/or residence life staff will assist in the basic evacuation of the facility and will help to coordinate re-entry into the building. Residents who fail to evacuate a building or take excessive length of time to exit the building are subject to College disciplinary action. For more information see [Fire Alarms Section](#) of the [Residence Life Policies](#).

Procedures for the general campus

When an emergency evacuation is ordered or when audio or visual alarms are activated, all individuals are required to evacuate the facility immediately and proceed to a designated Safe Assembly Location or where directed by emergency personnel or College first responders. Building Safety Coordinators (BSC's) and Building Evacuation Plans have been established for each building on campus. Information about the BSC and the evacuation plan for your building can be found on the [intranet](#).

Fire Safety Education and Training

Students living in on-campus housing review fire safety policies during community meetings with their Resident Assistant at the beginning of each semester. In addition, on campus residents are mailed a letter with the stated expectation they review all Residence Life policies prior to their arrival. The letter includes a link to the online Residence Life policies.

College management and faculty at all levels ensure that employees and students are aware of LCSC [Policy 3.135 Safety and Accidents](#), [3.136 Campus Safety and Security](#), and the LCSC [Emergency Management Plan](#).

Reporting Fires that Have Already Been Extinguished

Reports that a fire occurred in a Residence Life facility must be made for inclusion in the Annual Fire Safety Report. Fires in Residence Life facilities that have already been extinguished should be reported to Campus Security at 208-792-2226.

Plans for Future Improvements in Fire Safety

LCSC continually evaluates the fire safety in Residence Life. The campus has an Emergency Planning and Safety Committee that actively seeks input concerning any deficiencies on the campus and brings the concerns to the proper department or authority for rectification.

On-Campus Student Housing Facility Fire Safety Systems

- A. **Clark Hall** has a Notifier System 500 fire panel, manual pull stations, photo electric smoke detectors, heat detectors, and horn strobes. The alarm reports directly to Alarm Central who calls Lewiston Fire Department 911 dispatch and then LCSC Security. This building has a sprinkler system that is routinely inspected.
- B. **Talkington Hall** has a Notifier NFW2-100 fire panel, manual pull stations, photo electric smoke detectors, heat detectors, and 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. There are fire doors on all floors.
- C. **Clearwater Hall** has a Fire Warden-00 Fire Alarm Control/Communicator Notifier fire panel, photo electric smoke detectors, audio visual enunciators, and manual pull stations. The alarm reports directly to Alarm Central who calls Lewiston Fire Department 911 dispatch and then LCSC Campus Security. This building has a sprinkler system that is routinely inspected.
- D. **College Place** has a Silent Knight-5700 Fire Alarm Control and Silent Knight-5860 remote enunciator, a manual pull station, a photo electric smoke detector, standalone smoke detectors per code, horns, and strobe lights. The alarm reports directly to Alarm Central who calls Lewiston Fire Department 911 dispatch and then LCSC Campus Security. This building has a sprinkler system that is routinely inspected.
- E. **Parrish House** has a Notifier Addressable Onyx NFS 320 fire panel, manual pull stations, photo electric smoke detectors, heat detectors, and horn strobes. The alarm reports directly to Alarm Central who calls Lewiston Fire Department 911 dispatch and then LCSC Campus Security. This building does not have a sprinkler system.
- F. **International Living Learning Community - Lewis House** has battery operated smoke detectors per code. Residents are expected to call 911 in the event the alarm is activated. This building does not have a sprinkler system.
- G. **International Living Learning Community – Clark House** has battery operated smoke detectors per code. Residents are expected to call 911 in the event the alarm is activated. This building does not have a sprinkler system.
- H. **809 6th St. Apt A-D Rental Housing** – has battery operated smoke detectors per code. Residents are expected to call 911 in the event the alarm is activated. This building does not have a sprinkler system.

- I. **822 7th St. Rental Housing** – has battery operated smoke detectors per code. Residents are expected to call 911 in the event the alarm is activated. This building does not have a sprinkler system.
- J. **826 7th St. Rental Housing** – has battery operated smoke detectors per code. Residents are expected to call 911 in the event the alarm is activated. This building does not have a sprinkler system.
- K. **1008 7th St. Rental Housing** – has battery operated smoke detectors per code. Residents are expected to call 911 in the event the alarm is activated. This building does not have a sprinkler system.
- L. **1018 7th St. Rental Housing** - has battery operated smoke detectors per code. Residents are expected to call 911 in the event the alarm is activated. This building does not have a sprinkler system.
- M. **1028 7th St. Rental Housing** – has battery operated smoke detectors per code. Residents are expected to call 911 in the event the alarm is activated. This building does not have a sprinkler system.
- N. **305 9th Ave. Rental Housing** - has battery operated smoke detectors per code. Residents are expected to call 911 in the event the alarm is activated. This building does not have a sprinkler system.
- O. **624 9th Ave Rental Housing** – has battery operated smoke detectors per code. Residents are expected to call 911 in the event the alarm is activated. This building does not have a sprinkler system.
- P. **324 11th Ave. Rental Housing** – has battery operated smoke detectors per code. Residents are expected to call 911 in the event the alarm is activated. This building does not have a sprinkler system.
- Q. **624 11th Ave. Rental Housing** – has battery operated smoke detectors per code. Residents are expected to call 911 in the event the alarm is activated. This building does not have a sprinkler system.
- R. **630 11th Ave. Rental Housing** - has battery operated smoke detectors per code. Residents are expected to call 911 in the event the alarm is activated. This building does not have a sprinkler system.

Fire Safety Systems and Fire Drills

Housing Facility	Monitored Fire Alarm System	In Room Smoke Detectors	Corridor Smoke Detectors	Fire Sprinkler System	Number of Fire Drills in 2018	Number of Fire Drills in 2019	Number of Fire Drills in 2020
Clark Hall	Yes	Yes	Yes	Yes	4	4	4
Talkington Hall	Yes	Yes	Yes	No	4	4	4
Clearwater Hall	Yes	Yes	Yes	Yes	4	4	4
College Place	Yes	Yes	Yes	Yes	4	4	4
Parrish House	Yes	Yes	Yes	No	4	4	4
International Living Learning Community - Lewis House	No	Yes	Yes	No	0	0	0
International Living Learning Community – Clark House	No	Yes	Yes	No	0	0	0
*Rental House – 809 6th St. Apt A-D	No	Yes	Yes	No		0	0
**Rental House – 822 7th St	No	Yes	Yes	No			
** Rental House – 826 7th St	No	Yes	Yes	No			
*Rental House – 1008 7th St.	No	Yes	Yes	No		0	0
*Rental House – 1018 7th St.	No	Yes	Yes	No		0	0
*Rental House – 1028 7th St.	No	Yes	Yes	No		0	0

Housing Facility	Monitored Fire Alarm System	In Room Smoke Detectors	Corridor Smoke Detectors	Fire Sprinkler System	Number of Fire Drills in 2018	Number of Fire Drills in 2019	Number of Fire Drills in 2020
**Rental House – 305 9th Ave	No	Yes	Yes	No			0
*Rental House – 624 9th Ave.	No	Yes	Yes	No		0	0
*Rental House – 324 11th Ave.	No	Yes	Yes	No		0	0
*Rental House – 624 11th Ave.	No	Yes	Yes	No		0	0
*Rental House – 630 11th Ave.	No	Yes	Yes	No		0	0
<p>* These facilities were not included in reports prior to 2018. ** These facilities were either not acquired and/or not used as a residential facility until August 2020.</p>							

Annual Fire Summary for 2018-2020 Calendar Years

No on-campus residence hall fire incidents were reported in 2018, 2019, or 2020.

Residential Facility	Year	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Estimated Value of Property Damage Caused by Fire
Clark Hall 1023 4 th St.	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
	2020	0	0	N/A	N/A	N/A	0
Talkington Hall 740 5 th St.	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
	2020	0	0	N/A	N/A	N/A	0
Clearwater Hall 410 Main St.	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
	2020	0	0	N/A	N/A	N/A	0
College Place 814 4 th St.	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
	2020	0	0	N/A	N/A	N/A	0
Parrish House 623 6 th Ave	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
	2020	0	0	N/A	N/A	N/A	0
*International Living Learning Community – Lewis House 504 6 th Ave.	2018						0
	2019	0	0	N/A	N/A	N/A	0
	2020	0	0	N/A	N/A	N/A	0
*International Living Learning Community - Clark House 611 5 th St.	2018						0
	2019	0	0	N/A	N/A	N/A	
	2020	0	0	N/A	N/A	N/A	0
*Rental House – 809 6 th St. Apt A-D	2018						
	2019	0	0	N/A	N/A	N/A	0
	2020	0	0	N/A	N/A	N/A	0
*Rental House – 1008 7 th St.	2018						
	2019	0	0	N/A	N/A	N/A	0
	2020	0	0	N/A	N/A	N/A	0

Residential Facility	Year	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Estimated Value of Property Damage Caused by Fire
*Rental House – 1018 7 th St.	2018						
	2019	0	0	N/A	N/A	N/a	0
	2020	0	0	N/A	N/A	N/A	0
*Rental House – 1028 7 th St.	2018						
	2019	0	0	N/A	N/A	N/A	0
	2020	0	0	N/A	N/A	N/A	0
*Rental House – 624 9 th Ave.	2018						
	2019	0	0	N/A	N/A	N/A	0
	2020	0	0	N/A	N/A	N/A	0
*Rental House – 324 11 th Ave.	2018						
	2019	0	0	N/A	N/A	N/A	0
	2020	0	0	N/A	N/A	N/A	0
*Rental House – 624 11 th Ave.	2018						
	2019	0	0	N/A	N/A	N/A	0
	2020	0	0	N/A	N/A	N/A	0
*Rental House – 630 11 th Ave.	2018						
	2019	0	0	N/A	N/A	N/A	0
	2020	0	0	N/A	N/A	N/A	0

* These facilities were not included in reports prior to 2018.

