



UNITED TRIBES  
TECHNICAL COLLEGE

**2021**

**ANNUAL SECURITY & FIRE SAFETY REPORT**

This is the Annual Security and Fire Safety Report for United Tribes Technical College,  
3315 University Drive, Bismarck, ND 58504



UNITED TRIBES  
TECHNICAL COLLEGE

2021 Annual Security Report  
2018, 2019, 2020

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## ANNUAL SECURITY REPORT

### PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS

United Tribes Technical College Safety and Security Department prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by the UTTC Safety & Security Department, information provided UTTC offices such as Student Services Programs, Campus Services Programs and other Campus Security Authorities and information provided by local law enforcement (Burleigh County Sheriffs Office).

This report provides statistics for the previous three years (2018, 2019, and 2020) concerning reported crimes that occurred on campus, in certain off-campus property owned, leased or controlled by UTTC. This report also includes college policies and procedures about campus security, including policies regarding sexual and gender-based violence, alcohol and drugs, and maintaining a safe campus.

UTTC distributes a notice of the availability of this Annual Security Report by October 1 of each year to every member of the UTTC community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the UTTC Safety & Security Department at (701) 221-1700.

## REPORTING CRIMES AND OTHER EMERGENCIES

United Tribes Technical College has a number of ways for the UTTC community members and visitors to report crimes, serious incidents, and other emergencies to appropriate UTTC officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire UTTC community that you immediately report all crimes and other emergencies to 911 or the UTTC Safety & Security Department at **(701) 221-1700** to ensure an effective investigation and appropriate follow-up actions, including issuing a Timely Warning or Emergency Notification.

### VOLUNTARY, CONFIDENTIAL REPORTING

If crimes are never reported, little can be done to help other members of the community from also being victims. We encourage UTTC community members to report crimes promptly and to participate in and support crime prevention and safety awareness efforts.

If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the college or criminal justice system, we ask that you consider filing a voluntary, confidential report.

Depending upon the circumstances of the crime you are reporting, you maybe able to file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow the college to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security Report. Exceptions exist for sexual assault and crimes where victims or witnesses would be at risk should their names be released to the public Anyone may call the UTTC Safety & Security Department at (701) 221-1700 to report concerning information, callers may remain anonymous.

### REPORTING TO 911 AND THE UTTC SAFETY & SECURITY DEPARTMENT

We encourage all members of the UTTC community to immediately report all crimes and other emergencies to 911 and the UTTC Safety & Security Department in a timely manner. We are available by phone at (701) 221-1700. or in person 24 hours per day at Building 61. We encourage campus community members to report all crimes or concerning behavior or activities to 911 and the UTTC Safety & Security Department, whether or not they want to pursue a formal investigation, to assure the college can assess security concerns and inform the UTTC community if there is an on-going threat.

### EMERGENCY PHONES ON CAMPUS

The college has Emergency Phones on the following Residential Life buildings on campus: COED Dorm, Sitting Bull Hall, Sakakawea Hall, and at Touchstone Lodge. The Emergency Phones are located at the entrance to each building. Picking up the Emergency Phone will directly connect you to the UTTC Security Officer (s) on patrol.

### REPORTING TO OTHER CAMPUS SECURITY AUTHORITIES

While UTTC prefers that UTTC community members promptly report all crimes and other emergencies directly to 911 and the UTTC Safety & Security Department at (701) 221-1700 or 911, we also recognize that some may prefer to report to other individuals or college offices. The Clery Act recognizes certain college officials and offices as Campus Security Authorities (CSAs). These individuals are “officials” of an institution who have significant responsibility for student and campus activities, including, but not limited to student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution. CSA’s are required to report all crimes to the UTTC Safety & Security Director as soon as reasonably possible. While UTTC has identified a number of CSAs, we officially designate the following departments as places where college community members may report crimes:

OFFICE	CAMPUS DRESS	AD- PHONE NUMBER
UTTC Safety & Security Dept.	#61, 3315 University Dr. UTTC, Bismarck, ND 58504	(701) 221-1700
Human Resources/ Title IX	#11 HR Department 3315 University Dr., Bismarck, ND 58504	(701) 221-1721
Campus Services	#69 Wellness Center, 3315 University Dr., Bismarck, ND 58504	(701) 221-1708
Housing Department	#69 Jack Barden Center, 3315 University Dr., Bismarck, ND 58504	(701) 221-1513

## CAMPUS SECURITY AUTHORITIES

The Clery Act identifies certain categories of employees and non-employees as CSAs who have federally mandated responsibilities to report alleged Clery Act crimes that they witness or are reported to them. A Clery Act crime is considered reported when it is brought to the attention of a CSA, the UTTC Safety & Security Department, local law enforcement personnel by a victim, witness, other third party or even the offender.

The following categories identifies whom is a Campus Security Authority:

- The UTTC Safety & Security Department personnel and department administrators
- Local sworn law enforcement officials (Burleigh County Sheriffs Office)
- Officials with significant responsibility for student and campus activities

## CAMPUS SECURITY AUTHORITIES CONTACT INFORMATION

Any UTTC Safety & Security Officer or department administrator/employee (701) 221-1700

UTTC Safety & Security Director (Clery Act Compliance) (701) 221-1300

Vice President of Campus Services (701) 221-1708

Human Resource Director/Title IX Coordinator (701) 221- 1721

Athletic Director (701) 221-1362

Athletic Department Coaches (701) 221-1355

Health Promotions Coordinator (701) 221-1355

Housing Director (701) 221-1513

Resident Services Coordinator (701) 221-1552

Housing Department Residential Assistants (RAs) (701) 221-1486, 221-1487, 221-1308, 221-1356



## PASTORAL AND PROFESSIONAL COUNSELORS

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by UTTC to serve in a counseling role are not considered Campus Security Authorities (CSAs) when they are acting in the counseling role. UTTC encourages pastoral and professional counselors to notify those whom they are counseling of the many available options, including the voluntary, confidential reporting process.

## ABOUT THE UNITED TRIBES TECHNICAL COLLEGE SAFETY & SECURITY DEPARTMENT

### ROLE, AUTHORITY, AND TRAINING

The UTTC Safety & Security Department provides 24 hour security coverage with six full time security officers providing a safe working and learning environment. Security Officers do not have arrest authority. The Safety & Security Department enforces traffic and parking regulations, promotes crime prevention, and secures the college's buildings and family housing areas. Excellent communication with law enforcement agencies, particularly the Burleigh County Sheriffs Department is also maintained. Information relating to campus crime is collected annually and available upon request.

**SAFETY & SECURITY OFFICERS ON DUTY MAY BE CONTACTED 24 HOURS A DAY, SEVEN DAYS A WEEK, BY CALLING (701) 221-1700 OR 1700 FROM ANY CAMPUS EXTENSION**

The Safety & Security Department is comprised of:

- 1 Safety & Security Director
- 1 Safety & Security Administrator
- 1 Security Officer II (Lead Security Officer)
- 5 Full-time Security Patrol Officers
- 2 Safety & Security Specialists
- 4 Part-time On-call Security Patrol Officers



### UTTC COMMITMENT TO SAFETY

The college takes great pride in the community here at UTTC and has many advantages for students, faculty, and staff. UTTC is a great place to live, learn, work and study, however, this does not mean that the campus community is immune from all of the other unfortunate circumstances that arise in other communities.

The most effective thing you can do to reduce the likelihood of crime is to develop a strong sense of community with others at your family housing area, dorm, or workplace. Keep an eye on property, living, and work areas.

UTTC takes progressive measures to create and maintain a reasonably safe environment on campus. Though the college is progressive with its policies, programs, and education, it is up to each one of us to live with a sense of awareness and use reasonable judgement when living, working or visiting on campus. Please report suspicious activities to the UTTC Safety & Security Department at (701) 221-1700 or 911.

## **WORKING RELATIONSHIP WITH LOCAL, STATE, AND FEDERAL LAW ENFORCEMENT AGENCIES**

United Tribes Technical College maintains a cooperative relationship with local and surrounding police agencies. This includes special event coordination, training programs, and investigation of serious incidents.

## **MEMORANDUM OF UNDERSTANDING BETWEEN UTTC AND THE BURLEIGH COUNTY SHERIFFS DEPARTMENT**

UTTC has a memorandum of understanding (MOU) with the Burleigh County Sheriffs Office. The MOU outlines the operational responsibility. Key topics in the MOU are emergency response, 9 1 1 response, special events, and investigation of serious incidents. The MOU also addresses ongoing communication and informational exchanges in the form of reports and statistical data.

## **TIMELY WARNINGS-CRIME ALERTS**

In an effort to provide timely notice to the UTTC campus community in the event of a Clery Act crime that may pose a serious or ongoing threat to members of the community, the UTTC Safety & Security Department issues “Crime Alerts” for the following crimes; aggravated assault; criminal homicide; robbery; burglary; sex assaults; and hate crimes. UTTC Safety & Security will post these warning through a variety of ways, including but not limited to bulletins, emails, text alerts, and social media.

The purpose of these Crime Alerts is to notify the UTTC community of the incident and to provide information that may enable community members to protect themselves from similar incidents. UTTC Safety & Security will issue Crime Alerts whenever the following criteria are met:

1. A crime is committed;
2. The perpetrator has not been apprehended; and
3. There is a substantial and on-going risk to the physical safety of other members of the UTTC campus community because of the crime.

Such crimes include, but are not limited to: Clery Act crimes that are reported to any campus security authority or the local police; or when the College determines that the incident represents an on-going threat to the UTTC campus community.

In emergency situations, the UTTC Safety & Security Director may authorize a Crime Alert. Crime Alerts are sent out to the UTTC campus community via the ReGroup Emergency Notification System. Any student, faculty, and staff can sign up online for the Crime Alerts; and the service is free to students, faculty, and staff. These messages are a very effective way to send important information to the campus community about safety on the UTTC campus.





## **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

### **EMERGENCY MANAGEMENT AT UTTC**

The UTTC Safety & Security Department is responsible for the UTTC Emergency Operations Plan (EOP). This plan is designed to be an all-hazards disaster response and emergency management plan that complies with FEMA guidelines for Higher Education that includes planning, mitigation, response, and recovery actions.

### **DRILLS, EXERCISES AND TRAINING**

Annually, UTTC conducts emergency management exercises to test emergency procedures. The scenarios for these exercises change from year-to-year, and include several departments from across campus. These exercises may include drills, tabletop exercises, campus wide emergency response exercises. UTTC also conducts after-action reviews of emergency management exercises with assistance from the Burleigh County Emergency Manager.

### **EMERGENCY NOTIFICATION**

UTTC is committed to ensuring that our campus community receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus or in the local area that poses an immediate threat to the health and safety of campus community members. UTTC uses the emergency notifications system ReGroup. ReGroup is an emergency notification service that proactively contacts students, faculty, and staff at their email address and cell phone. ReGroup can be used to send emergency messages within minutes of the occurrence of an incident. The system can send simultaneous messages to the UTTC community by email, telephone, cell phone, text messages, office phones, and social media.

UTTC campus community members can visit: <http://uttc.edu/ens/> to sign up, update or change their contact information. UTTC performs a monthly test of the system monthly to ensure its readiness.

### **SECURITY OF AND ACCESS TO UTTC FACILITIES**

UTTC Safety & Security maintains control of access to campus facilities. UTTC Safety & Security Department monitors the issuance of keys and ID Access Cards. UTTC Safety & Security administers alarm systems, with the assistance of the UTTC Facilities Department. It is important to understand, however that the UTTC campus is generally open to the public. Administrative buildings are open from 8am to 5pm., Monday through Friday, and academic buildings are open from 8am until 8pm. These main campus buildings are automatically unlocked and locked at predetermined times during the week and weekend. All main campus buildings can be locked automatically in the event of an emergency situations. Academic buildings may be scheduled to be open on weekends, but only as needed. Access to individual classrooms and laboratories is limited to those designated faculty personnel and students enrolled in the courses there. Likewise, access to most programs is limited to those enrolled in the program or designated faculty and staff personnel or otherwise authorized access.

Many cultural and athletic events held in UTTC facilities are open to the public. Other facilities such as the bookstore, cafeteria, and wellness exercise rooms/areas are likewise open to the public. Only designated staff are issued keys to a building.

## EMERGENCY NOTIFICATION/TIMELY WARNING/NOTIFICATION MATRIX

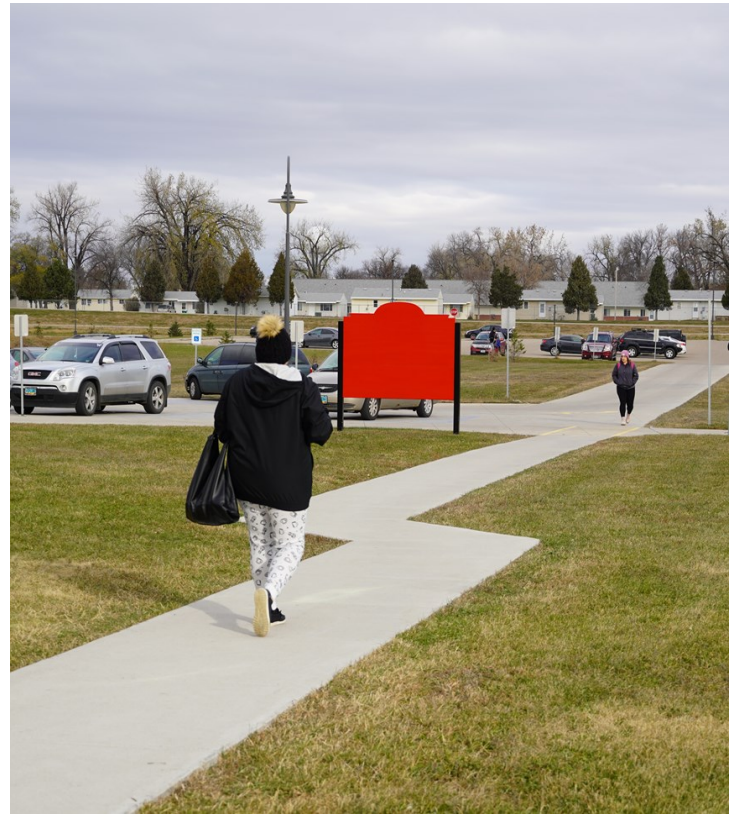
THUNDER ALERT (Text and Email)	This is a free automated messaging service (ReGroup) that can deliver an email and text message.
DIGITAL SIGNAGE	Emergency alert message will appear on the front gate digital sign advising of the emergency situation and how to respond
UTTC OFFICE AND BUILDING PHONES	An automated system (ReGroup) will deliver a voice message advising of the emergency situation and how to respond.
NOAA RADIOS	Provides automatic alerts of weather watches/warnings issued by the National Weather Service.
FIRE ALARM SYSTEMS	Each building has a fire alarm system to signal building evacuation if necessary.
TORNADO SIREN (BURLEIGH COUNTY EMERGENCY MANAGEMENT)	A tornado siren is located near the UTTC campus and sounds in the event of a tornado warning. The tornado siren is operated by the Burleigh County Emergency Management Department.
CAMPUS SIREN	A manual siren is located in building 63 and is initiated in the event of a tornado warning.



## MISSING STUDENTS

UTTC Safety & Security is responsible for responding to a report of a missing student, which is a student who has been missing for less than 24 hours. Anyone who suspects that a student is missing shall immediately inform the UTTC Safety & Security Department at (701) 221-1700.

UTTC Safety & Security will investigate each missing student report and, if they determine the student is missing, they will notify the Burleigh County Sheriff's Office within 24 hours. UTTC Safety & Security does not have to wait a full 24 hours after receiving a missing student report to notify law enforcement.



## FIREARMS AND WEAPONS POLICY

Possession, use, or distribution of explosive (including but not limited to fireworks and ammunition), guns (including but not limited to air, BB, paintball, facsimile weapons and pellet guns), or other weapons or dangerous objects such as arrows, axes, machetes, nun chucks, throwing stars, or knives having blades in excess of six inches in length (except for culinary knives reasonably necessary for cooking in on-campus residences or ), including the storage of any item that falls within the category of a weapon in a vehicle parked on UTTC property. The only exception to this rule is that Students Residing on campus or Employees will be allowed to store hunting weapons with the Safety and Security Department in a locked weapons safe.



## DORM ACCESS

The UTTC Dorms (COED Dorm, Sitting Bull Hall, Sakakawea Hall) are locked from 12am to 7am, with entry controlled by a mechanical key system.

Resident Assistant staff are responsible for checking and securing doors, when needed.

All dorms are equipped with locks with crash bars to ensure quick emergency exit. Only residents and their invited guests are permitted in the living areas of the dorms. It is the residents responsibility to ensure that his/her guests is aware of Resident Life policies. Guests are not provided with room keys. It is the responsibility of residents and staff members to challenge or report individuals who cannot be identified as residents or the guests of residents. When the Safety & Security Department receives a report of an unauthorized guest in a dorm, a security officer is dispatched to identify the person. UTTC encourages students to take personal responsibility for keeping themselves, their belongings and everyone they live with, safe.

## DRUG AND ALCOHOL POLICY

UTTC is committed to the success of all students and adheres to zero tolerance policy in regards to drugs and alcohol. Drug and alcohol use can be a major hindrance to achieving a successful school career. UTTC policy prohibits the illegal use, possession, manufacture or distribution of controlled substances or drug paraphernalia on the College campus and any premises owned, leased, or rented by the College. Students violating this policy are subject to disciplinary action. Disciplinary action may include expulsion from college, eviction from campus residence, loss of student status, and punishment under applicable laws. UTTC Wellness Programs offer education and information on drug and alcohol use and can provide referrals to community agencies or rehabilitation. Students are encouraged to seek assistance.

## Drug & Alcohol: Additional Guidelines

UTTC in its sole discretion may notify parents or guardians regarding student in violation of campus alcohol and drug policies with the student's consent.

- UTTC prohibits the possession, consumption, storage or service of alcohol by students
- Students are not allowed to be in the presence or in possession of empty or full containers of alcohol, including decorative containers.
- Public intoxication is prohibited.
- Operating a vehicle under the influence of alcohol is prohibited.
- The manufacturing of any alcoholic beverage is prohibited.
- Students are responsible for informing their guests of UTTC's Drug and Alcohol Policy prior to any campus visit. The student will be held strictly accountable for an alcohol violation when their guest violates the alcohol policy. Guests are defined as any person visiting the student whether or not the guest has signed-in to the residence halls through official procedures. Guests, regardless of their age, are not permitted to bring alcohol onto the UTTC Campus.
- Providing alcoholic beverages to a person under the age of twenty one (21) is prohibited.
- The possession or use of alcoholic containers which indicates the possibility of common source drinking (kegs, punch bowls, beer balls, or the functional equivalent) is prohibited.
- Drinking funnels, taps, ice luges or similar devices are prohibited.
- Creating, offering, and playing drinking games such as beer pong are considered endangering behaviors and are prohibited.

## Additional Guidelines (Continued)

- Open alcoholic beverages containers (including cups containing alcohol) are prohibited.
- Intoxicated persons shall be subject to police intervention including medical transport, arrest, and/or other appropriate action.
- Any backpack, bag or similar container that anyone carries onto campus shall be subject to inspection and search by a member of the UTTC staff whenever there exists reasonable suspicion to believe that the container is being used to bring onto campus any alcoholic beverage, illegal drugs or other material in violation of UTTC Policy.
- Students are encouraged and expected to seek help from Security or other UTTC staff when they witness others who are incapacitated due to alcohol or other drug use.
- Residency in a bedroom, dorm suite, apartment or housing unit in which any alcohol containers (empty or full to include decorative containers) are present is a violation of the Policy. This includes the bedroom to which the person is assigned or in an adjacent common area.
- Visitation in a bedroom, dorm suite, apartment or housing unit of which any alcohol containers, (empty or full to include decorative containers) are present, with reasonable opportunity to be aware of the presence of said item is a violation.



## ALCOHOL & OTHER DRUG EMERGENCY TRANSPORT

UTTC considers the safety and personal well-being of the student body a priority. UTTC recognizes that there may be alcohol or other drug-related medical or safety emergencies in which the potential for disciplinary action could act as a deterrent to students who want to seek assistance for themselves or others.

Students who are transported to a local hospital as a result of the abuse of alcohol or other drugs will be required to meet with a member of Student Health and Wellness within twenty-four (24) hours of the incident. Failure to schedule and attend the session may result in judicial action.

When a student aids an extremely intoxicated or impaired individual whose life may be in danger by contacting Security or Housing Department Staff, neither the intoxicated individual nor the individual or student reporting the emergency will be subject to disciplinary action.

UTTC in its sole discretion may notify parents or guardians regarding student in violation of campus alcohol and drug policies without the student's consent.



## FEDERAL LAW

Federal law provides criminal and civil penalties for unlawful possession or distribution of drugs and alcohol. Details related to federal trafficking penalties for controlled substance violations are available from the Drug Enforcement Administration (DEA). Among incarceration and/or fines, there are federal laws allowing the forfeiture of property used in possession or to facilitate possession of a controlled substance. This could include homes, vehicles, boats, aircrafts, and any other personal or real property.

## NORTH DAKOTA AND LOCAL LAW: ALCOHOL

Individuals in the state of North Dakota must be 21 years of age to buy, possess and/or consume alcohol. Person(s) providing alcohol to individuals under the age of 21 violate state law and may be cited for contributing to the delinquency of a minor among other possible citations depending on the circumstances. There are other important state laws and local rules relating to alcohol including driving under the influence (DUI) and open container. Under North Dakota statute, for a first DUI offense, violators are fined at least \$500 and are ordered to have an addiction evaluation. Individuals with blood alcohol levels over 0.16 will be fined up to \$750 and may spend two days in jail. The North Dakota Century Code prohibits driving under the influence of intoxicating liquor or controlled substances. State Law also prohibits open containers of alcohol in vehicles. More information can be found at [www.legis.nd.gov/cencode/t05c01.pdf](http://www.legis.nd.gov/cencode/t05c01.pdf).

## NORTH DAKOTA AND LOCAL LAW: MARIJUANA

Possession of marijuana or drug paraphernalia are considered misdemeanors, and deliver of marijuana or intent to deliver within 1,000 feet of a school (which includes a university/college) are class B felonies. Penalties for these crimes range from \$1,000 fine and 30-days imprisonment for a class B misdemeanor to a \$10,000 fine and up to 10 years imprisonment for a class B felony.

## UTTC DRUG AND ALCOHOL EDUCATION PROGRAMS

UTTC recognizes chemical dependency as a treatable illness. Additionally, the college recognizes that chemical problems may interfere with student ability to achieve their academic goals. UTTC shares in the responsibility to assist students through the scope of services offered at the Chemical Health Center. Services include, but are not limited to: Alcohol and drug education/counseling, Alcohol and drug counselor training classes, Anger management, Smoking Cessation Program, After Care, 16 hour DUI Classes, Spiritual/Cultural advising, Various drug and alcohol prevention activities, Referrals, One-on-one counseling, Intervention Counseling, and a Prevention education video library.

Chemical Health Center Office hours are Monday to Friday, 8am to 5pm.

Visit them online at: [http://www.uttc.edu/student-life/wellness/chemical health](http://www.uttc.edu/student-life/wellness/chemical%20health)

## SEXUAL HARRASSMENT, SEXUAL MISCONDUCT, DATING VIOLENCE, DOMESTIC VIOLENCE, AND STALKING

UTTC is committed to maintaining a working and learning environment that is free from discrimination, harassment, and violence and in which all Members of the UTTC Community are treated with dignity and respect. UTTC strives to create an environment that supports, encourages and rewards career and educational advancement on the basis of ability and performance. Accordingly, UTTC prohibits, to the extent permitted by applicable law, discrimination on the basis of sex, gender, sexual orientation, and pregnancy; sexual misconduct, domestic and dating abuse and violence, and stalking. UTTC expects all members of the UTTC community to avoid any behavior or conduct that could be reasonably be interpreted as unlawful sex or gender-based discrimination or harassment.

All members of the UTTC community must promptly notify the Title IX Coordinator or the Safety & Security Director after being informed of or having a reasonable basis to suspect that there has been discrimination against, harassment of, or retaliation against a student, faculty or staff.

Additionally, many survivors of gender-based violence struggle to identify what has happened to them. Sometimes it takes days or even weeks before a person can think clearly and recognize that they have experienced a sexual assault. It is important to seek help regardless of how long ago a trauma may have occurred. UTTC offers guidelines to help you identify what happened to you and the options you have.

## DEFINING SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, STALKING AND CONSENT AS DEFINED BY THE VIOLENCE AGAINST WOMEN'S ACT (VAWA)

UTTC prohibits the crimes of sexual assault, domestic violence, dating violence, and stalking as those terms are defined for the purposes of the Clery Act. Definitions of the crimes of sexual assault, domestic violence, dating violence, and stalking as defined by the Violence Against Women's Act (VAWA), the definition of consent in reference to sexual activity is located in Appendix A of this report.

Sexual misconduct, domestic violence, dating violence, and stalking can occur within any combination of genders, gender identities/expressions, and sexual orientations.

## INVESTIGATION PROCESS, DISCIPLINARY ACTIONS, AND POSSIBLE SANCTIONS/UTTC STUDENT CODE OF CONDUCT

UTTC is dedicated to prohibiting sex discrimination among its students, staff and on its campus. Importantly, it is expressly and unequivocally noted here that sexual harassment, including acts of sexual violence, is expressly a form of sex discrimination governed by Title IX and is strictly prohibited by United Tribes Technical College (hereinafter "UTTC"). Moreover, sexual harassment is an especially egregious form of sex discrimination and will not be tolerated under any circumstances. UTTC recognizes that sexual harassment can occur in many different ways, including incidents of verbal or physical nature. It is the express goal of UTTC to prevent sexual harassment through education of the UTTC community. Should sexual harassment occur, UTTC will take appropriate steps to prevent recurrence by promptly and effectively eliminating the hostile environment created by the harassment and to assist the victim using all

available resources. UTTC will investigate any claim of sex discrimination and/or sexual harassment to the fullest extent possible in a prompt and effective manner. UTTC's investigation (s) will be independent of and separate from law enforcement investigations, but may be coordinated with local law enforcement investigations should the need arise. All allegations of discrimination based on sex, including instances of sexual harassment, will be taken very seriously by UTTC. UTTC will in all cases endeavor to execute a prompt and equitable resolution to every complaint (s) of sexual discrimination submitted to it. Any complaint (s) should be reported to UTTC's Title IX Coordinator by filing a complaint.

*Additionally, UTTC Student Code of Conduct policy is located in Appendix B of this report.*



## PROCEDURES FOR REPORTING A SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING

- A. Go to a safe place and speak to someone you trust. Tell this person what happened.
- B. If you have been sexually assaulted or have been the victim of domestic violence, dating violence, or stalking, we encourage you to report this crime to one of the following:
  - Safety & Security Department (701) 221-1700
  - Burleigh County Sheriff's Office (911)
  - If you prefer to contact another UTTC campus member and be assisted in contacting authorities, options include:
    - Title IX Coordinator (701) 221-1721
    - Human Resources (701)221-1321
    - Domestic Violence Advocate (701) 221-1372
    - Abused Adult Resource Center (701) 222-8370

## SERVICES FOR VICTIMS

Services for victims include, but are not limited to:

- Crisis intervention, emotional support, and advocacy for victims of domestic violence, sexual assault, stalking and dating violence.
- Advocacy and support to victims who witness violence
- Informational and referral to appropriate agencies including legal services, medical, mental health, counseling, victim/witness, law enforcement, social and employment agencies
- Provide public prevention education and awareness on and off campus





## CRIME PREVENTION AND SECURITY AWARENESS PROGRAMS

UTTC would much rather prevent crimes from occurring than react to them after the fact. Crime prevention and security awareness programs are based on the concepts of eliminating or minimizing criminal opportunities whenever possible and encouraging the UTTC campus community to be responsible for their own safety and the safety of others.

New Student Orientation: Every year during new student orientation, the Safety & Security Director provides information to new students regarding personal safety, crime prevention, crime notifications, bystander intervention, and campus safety & security resources and reporting options.

Campus Security Authority (CSA): CSA training is provided to all Resident assistants and Security personnel. Clery Act and Title IX training is also provided to better assist direct staff in providing assistance to students and understanding the basics of the Clery Act and Title IX.

Additionally throughout the year, the UTTC Safety & Security Department, local law enforcement present crime prevention and awareness sessions to both students, faculty, and staff on personal safety, active shooter survival training, security procedures, first aid and cpr/aed, defensive driving, adverse weather driving; and local and campus resources. These are available to any student group and campus department upon request and are also



In addition to the presentations/programs described above, UTTC employs the following crime prevention and risk reduction tools:

Emergency Dorm Phones: These phones are located on all dorms and are clearly marked.

Alarm Systems: Fire alarms systems are utilized in buildings on the UTTC campus

Security Assessments/Inspections: Safety & Security staff conduct surveys of exterior doors, exterior lighting, campus facilities, and campus grounds on a regular basis.

Printed Crime Prevention Materials: Crime prevention material related motor vehicle safety, personal safety, life safety, are distributed electronically and posted throughout campus.

Security Escort Service: Security escort is available and will be provided upon request by calling UTTC Safety & Security at (701) 221-1700. The service is free and available 24 hours.

CCTV: A network of cameras are utilized on campus in select areas to augment the UTTC Safety & Security Department security services/patrol.

Anonymous Crime Reporting: UTTC students and employees can report non-emergency crimes, threats or other concerns anonymously by text message by texting to (701) 595-2963 followed by your crime tip.

Event Security: UTTC Safety & Security can provide security services to support events on campus.

Social Media: UTTC utilizes social media on a daily basis to advise and educate the campus about topics ranging from property theft, life safety, personal safety, driver safety, etc., utilizing Facebook and Twitter.

Increased Lighting: In 2018-2020, UTTC has increased and improved outdoor lighting throughout campus in an effort to deter crime and provide a safer environment.

## PERSONAL SAFETY AND CRIME PREVENTION TIPS

Most crimes can be deterred, if not entirely prevented, by developing simple tasks and habits. While following the tips below cannot guarantee that you will not be a victim of a crime, your chances of being victimized can be reduced.

- ◆ Report all suspicious activity to the UTTC Safety & Security Department and/or local law enforcement. Every time a crime is reported, there is a chance to catch the criminal. When a crime goes unreported, the criminal walks free to victimize again. UTTC encourage students and employees to program the UTTC Safety & Security Department phone number (701) 221-1700 into their mobile devices.
- ◆ Lock your car doors anytime you leave the car. It takes only seconds to lock and unlock your car doors, and these seconds can save you from being victimized.
- ◆ Don't leave obvious valuables in plain view in your car. Temptation and availability is all that is needed to cause a would-be thief to attempt and complete a theft.
- ◆ Check the back seat of your car before you get in. You may have an uninvited passenger.
- ◆ Lock your dorm room or family housing unit. This is probably the best simple deterrent available to protect your property and you. A criminal will often take the path of least resistance.
- ◆ Don't display large sums of cash or expensive jewelry. Cash and jewelry are often impossible to trace and easy for a thief to dispose of quickly.
- ◆ Know who is at the door before you open it. Know who is at your door and what they want. If it doesn't seem right, keep the door shut and communicate through the door.
- ◆ Walk with a friend when out late at night, and walk on designated path areas and well-lit areas. Safety in Numbers. Use the Security Escort Service available 24 hours, by calling (701) 221-1700.
- ◆ Secure bicycles with adequate locking mechanisms. Always lock your bike; an unlocked bike is an easy target for a thief.
- ◆ Do not drive drunk. UTTC is an alcohol and drug free campus. Don't impair your judgement with alcohol or illegal drugs.
- ◆ Do not leave doors propped open
- ◆ Program the UTTC Safety & Security Department phone number into your mobile device. (701) 221-1700
- ◆ Sign up for free THUNDER ALERTS, by going to <http://uttc.edu/ens/>
- ◆ In an emergency, UTTC will alert students and employees by using THUNDER ALERTS.
- ◆ Make sure that you have verbal and sober consent from anyone before engaging in sexual activity.
- ◆ Remain vigilant and never take personal safety for granted.

## 2018-2020 CRIME STATISTICS

Reports of crimes are calculated per Clery requirements. When counting multiple offenses, UTTC 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 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 University Housing properties, it is counted twice: once in the "On Campus" section and once in the "Residential Life/Dorms" 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 UTTC is required to collect statistics for and report beginning in 2014. For definitions of these crimes, see [Appendix A](#). 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 that are used in the UCR National Incident-Based Reporting System. The updated definition of rape is used for Clery purposes in this report.



## CRIMES REPORTED IN CLERY ACT CATEGORIES

**2018-2019-2020**

Criminal Offense	On Campus (Family Housing & Campus)			Dorms (Residential Dorms)			Public Property		
	2018	2019	2020	2018	2019	2020	2018	2019	2020
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	2	0		0	0	0
Fondling	0	1	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	4	1	0	1	0		0	0	0
Burglary	1	1	1	3	0		0	0	0
Motor vehicle theft	4	1	2	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Stalking	1	4	4	0	0	0	0	0	0
Domestic Violence	12	9	1	0	0	0	0	0	0
Dating Violence	0	0	1	0	2		0	0	0

## ARRESTS/Student Discipline Referrals for liquor, drug and weapons law violations IN CLERY ACT CATEGORIES 2018 – 2020

Arrest	On Campus (Family Housing & Campus)			Dorms (Residential Dorms)			Public Property		
	2018	2019	2020	2018	2019	2020	2018	2019	2020
<b>Liquor law violations</b>	2	2	4	0	0	0	0	0	0
-Arrests	1	2	0	0	0	0	0	0	0
-Disciplinary actions/judicial referrals	4	2	4	2	0	0	0	0	0
<b>Drug law violations</b>	16	16	10	7	7	0	0	0	0
-Arrests	1	0	0	0	0	0	0	0	0
Disciplinary actions/judicial referrals	15	16	10	7	7	0	0	0	0
<b>Illegal weapons possessions</b>	0	0	0	0	0	0	0	0	0
-Arrests	0	0	0	0	0	0	0	0	0
-Disciplinary actions/judicial referrals	0	0	0	0	0	0	0	0	0

## HATE CRIMES

There were no hate crimes reported to college or law enforcement officials in calendar years,  
2018,2019,2020

	On Campus			Dorms			Public Property		
Reported Crimes	2018	2019	2020	2018	2019	2020	2018	2019	2020
<b>Gender</b>									
Larceny/ Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/vandalism	0	0	0	0	0	0	0	0	0
<b>Race</b>									
Larceny/ Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/vandalism	0	0	0	0	0	0	0	0	0
<b>Religion</b>									
Larceny/ Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/vandalism	0	0	0	0	0	0	0	0	0
<b>Sexual Orientation</b>									
Larceny/ Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/vandalism	0	0	0	0	0	0	0	0	0
<b>Ethnicity</b>									
Larceny/ Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/vandalism	0	0	0	0	0	0	0	0	0
<b>Disability</b>									
Larceny/ Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/vandalism	0	0	0	0	0	0	0	0	0

A hate crime is one that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. The categories of bias include race, gender, religion, sexual orientation, ethnicity/national origin or disability. The Clery Act requires colleges and universities to disclose all instances of Clery Act crimes listed in the crime statistics table above plus any other crime involving bodily injury that manifests evidence that the crime is a hate crime. The disclosure of each hate crime must include information about the geographic location where it occurred and the category of bias that was involved.

## Emergency Phone Number & Contact Information

Dial **9-1-1**

### **Abused Adult Resource Center**

Call for the location

Phone: 222-8370

### **Archway Mental Health Services of St. Alexius Medical Center**

401 North 9th Street, Bismarck

Phone: 224-7192

### **Burleigh County Sheriff's Department**

Burleigh County Court House, 514 East Thayer Avenue, Bismarck, ND 58501

Emergency Service: 911

Non-Emergency Phone: 222-6651

### **Bismarck Police Department**

700 South Ninth Street, Bismarck, ND 58504

Emergency Service: 911

Non-Emergency Phone: 223-1212

### **UTTC Safety & Security Department**

Office Phone: 221-1700



## **United Tribes Technical College (UTTC) Fire Safety Policy and Report**

Reporting period for this report is January 1, 2020, to December 31, 2020. The US Department of Education now requires colleges and universities to post to the community an annual fire safety report. The report must include:

- The number of fires in each on-campus housing facility.
- The number of deaths related to the fire.
- The number of injuries related to the fire that resulted in treatment at a medical facility.
- The value of property damage related to the fire.
- A description of the fire safety system for each on-campus student housing facility.
- The number of fire drills held the previous calendar year.
- The university's policies regarding portable electrical appliances, smoking and open flames in student housing facilities.
- Procedures for student housing evacuation.
- Policies for fire safety education and training programs for students, faculty and staff.
- A list of titles of each person or organization to which individuals should report that a fire has occurred.
- Plans for future improvements in fire safety, if determined necessary by the institution.
- The institution must maintain a "Fire Log" that is available upon request to any person.

### **College-Wide Protocol for Fire Emergency**

The following procedure is the College-wide protocol in cases of fire emergency:

1. Pull the fire alarm as you exit the building.
2. Dial 911 from a safe location.
3. State that you are calling from UTTC.
4. Provide the proper name of the building, floor and room numbers.
5. Specify fire type (chemical, paper, wood, electrical, etc.).
6. Direct fire/emergency/Security personnel to location.
7. Notify the Safety & Security Department at (701) 221-1700.
8. If you are unable to use the stairs for any reason wait for rescue in the nearest stairwell.

Stairwells are designated "areas of refuge."

**Do not attempt to extinguish a fire unless trained and in a controlled environment with proper equipment available.**

## **PORTABLE ELETRONIC APPLIANCES**

The electrical system in the residence halls is not designed to carry heavy loads of Electrical equipment. Students are required to be responsible in their use of appliances/electronics which includes proper and judicious use of multi-outlet strips and surge protectors. Extension cords are not permitted. All electrical equipment must be UL listed.

## **SMOKING**

Smoking is prohibited on the UTTC Campus; including family housing units and dorms.

## **OPEN FLAMES, FIREWORKS, EXPLOSIVES, AND FLAMMABLE MATERIALS**

Any item with an open flame or that burns (candles, incense, sterno stoves, alcohol burners, etc.) is prohibited. Fireworks of any type are prohibited and may not be kept anywhere in a residential facility. Explosives of any kind, or equipment or materials intended to be used in making explosives, are not allowed. Hazardous chemicals or flammable liquids are also prohibited, including propane tanks or gas cylinders for grills and camping equipment.





All fires, even if extinguished, must be reported to the Safety or Security Department on UTTC's campus.

## Fire Log

The campus housing fire log is a summary of any fires that occurred in on-campus housing or residential hall for the past year. The log records date and time, general location, estimate of property damage, number of injuries and/or deaths associated with the fire. The Safety and Security Department maintains an electronic log of all incidents brought to their attention on campus which includes any fire. It is reported on an annual basis and is available for inspection for the most recent 60 day period. This log is available to anyone upon request free of charge. Simply notify the Director of Safety and Security, in writing, and provide the date ranges you would like to see in the log. The information will be provided to you. Portions of the log older than 60 days are available within two business days of a request for public inspection. The fire log records are filed for a period of seven years. In accordance with the Higher Education Opportunities Act of 2008, UTTC is providing mandatory fire safety information as a part of this report. Detailed information is listed in the table below about fires in any student housing area in 2020.

## Reporting fires that have occurred (Not in Progress)

For any fire that has occurred (not in progress) individuals may report the incident to any member of any member of the Safety or Security Staff, the Director of Housing or Housing Staff, Resident Hall Director or any Resident assistant, the Director of Safety or Security.



## UTTC FIRE LOG

Facility	2018			2019			2020		
	Fires	Injury	Death	Fires	Injury	Death	Fire	Injury	Death
Sakakawea Hall (Building 30)	0	0	0	0	0	0	0	0	0
Sitting Bull Hal (Building 33)	0	0	0	0	0	0	0	0	0
Coed Dorm (Building 65)	0	0	0	0	0	0	0	0	0
Touchstone Lodge	0	0	0	0	0	0	0	0	0
Kateri Hall	0	0	0	0	0	0	0	0	0
Unit 3B	0	0	0	0	0	0	0	0	0
Unit 3A1	0	0	0	0	0	0	0	0	0
Unit 3A2	0	0	0	0	0	0	0	0	0
Unit 3B1	0	0	0	0	0	0	0	0	0
Unit 3B2	0	0	0	0	0	0	0	0	0
Unit 4A	0	0	0	0	0	0	0	0	0
Unit 4B	0	0	0	0	0	0	0	0	0
Unit 99A	0	0	0	0	0	0	0	0	0
Unit 99B	0	0	0	0	0	0	0	0	0
Unit 43A	0	0	0	0	0	0	0	0	0
Unit 43B	0	0	0	0	0	0	0	0	0
Unit 44A	0	0	0	0	0	0	0	0	0
Unit 44B	0	0	0	0	0	0	0	0	0
Unit 15	0	0	0	0	0	0	0	0	0
Unit 130	0	0	0	0	0	0	0	0	0
Unit 131	0	0	0	0	0	0	0	0	0
Unit 132	0	0	0	0	0	0	0	0	0
Unit 133	0	0	0	0	0	0	0	0	0
Unit 134	0	0	0	0	0	0	0	0	0
Unit 135	0	0	0	0	0	0	0	0	0
Unit 136	0	0	0	0	0	0	0	0	0
Unit 137	0	0	0	0	0	0	0	0	0
Unit 138	0	0	0	0	0	0	0	0	0
Unit 139	0	0	0	0	0	0	0	0	0
Unit 140	0	0	0	0	0	0	0	0	0
Unit 142	0	0	0	0	0	0	0	0	0
Unit 143	0	0	0	0	0	0	0	0	0
Unit 144	0	0	0	0	0	0	0	0	0
Unit 145	0	0	0	0	0	0	0	0	0

## UTTC FIRE LOG

Facility	2018			2019			2020		
	Fires	Injury	Death	Fires	Injury	Death	Fire	Injury	Death
Unit 146	0	0	0	0	0	0	0	0	0
Unit 147	0	0	0	0	0	0	0	0	0
Unit 148	0	0	0	0	0	0	0	0	0
Unit 149	0	0	0	0	0	0	0	0	0
Unit 150	0	0	0	0	0	0	0	0	0
Unit 151	0	0	0	0	0	0	0	0	0
Unit 152	0	0	0	0	0	0	0	0	0
Unit 153	0	0	0	0	0	0	0	0	0
Unit 154	0	0	0	0	0	0	0	0	0
Unit 155	0	0	0	0	0	0	0	0	0
Unit 156	0	0	0	0	0	0	0	0	0
Unit 157	0	0	0	0	0	0	0	0	0
Unit 158	0	0	0	0	0	0	0	0	0
Unit 159	0	0	0	0	0	0	0	0	0
Unit 160	0	0	0	0	0	0	0	0	0
Unit 161	0	0	0	0	0	0	0	0	0
Unit 162	0	0	0	0	0	0	0	0	0
Unit 163	0	0	0	0	0	0	0	0	0
Unit 164	0	0	0	0	0	0	0	0	0
Unit 165	0	0	0	0	0	0	0	0	0
Unit 166	0	0	0	0	0	0	0	0	0
Unit 167	0	0	0	0	0	0	0	0	0
Unit 168	0	0	0	0	0	0	0	0	0
Unit 169	0	0	0	0	0	0	0	0	0
Unit 170	0	0	0	0	0	0	0	0	0
Unit 179	0	0	0	0	0	0	0	0	0
Unit 180	0	0	0	0	0	0	0	0	0
Unit 181	0	0	0	0	0	0	0	0	0
Unit 182	0	0	0	0	0	0	0	0	0
Unit 301	0	0	0	0	0	0	0	0	0
Unit 302	0	0	0	0	0	0	0	0	0
Unit 303	0	0	0	0	0	0	0	0	0
Unit 304	0	0	0	0	0	0	0	0	0
Unit 305	0	0	0	0	0	0	0	0	0
Unit 306	0	0	0	0	0	0	0	0	0

Unit 307	0	0	0	0	0	0	0	0	0
Unit 308	0	0	0	0	0	0	0	0	0
Unit 309	0	0	0	0	0	0	0	0	0
Unit 310	0	0	0	0	0	0	0	0	0
Unit 311	0	0	0	0	0	0	0	0	0
Unit 312	0	0	0	0	0	0	0	0	0
Unit 313	0	0	0	0	0	0	0	0	0
Unit 314	0	0	0	0	0	0	0	0	0
Unit 315	0	0	0	0	0	0	0	0	0
Unit 316	0	0	0	0	0	0	0	0	0
Unit 400	0	0	0	0	0	0	0	0	0
Unit 401	0	0	0	0	0	0	0	0	0
Unit 402	0	0	0	0	0	0	0	0	0
Unit 403	0	0	0	0	0	0	0	0	0
Unit 404	0	0	0	0	0	0	0	0	0
Unit 405	0	0	0	0	0	0	0	0	0
Unit 406	0	0	0	0	0	0	0	0	0
Unit 407	0	0	0	0	0	0	0	0	0
Unit 408	0	0	0	0	0	0	0	0	0
Unit 409	0	0	0	0	0	0	0	0	0
Unit 410	0	0	0	0	0	0	0	0	0
Unit 411	0	0	0	0	0	0	0	0	0
Unit 412	0	0	0	0	0	0	0	0	0
Unit 413	0	0	0	0	0	0	0	0	0
Unit 414	0	0	0	0	0	0	0	0	0
Unit 415	0	0	0	0	0	0	0	0	0
Unit 416	0	0	0	0	0	0	0	0	0
Unit 417	0	0	0	0	0	0	0	0	0
Unit 418	0	0	0	0	0	0	0	0	0
Unit 419	0	0	0	0	0	0	0	0	0
Unit 420	0	0	0	0	0	0	0	0	0
Unit 421	0	0	0	0	0	0	0	0	0
Unit 422	0	0	0	0	0	0	0	0	0
Unit 423	0	0	0	0	0	0	0	0	0

Building 1A/1B	0	0	0	0	0	0	0	0
Building 5	0	0	0	0	0	0	0	0
Building 6/7	0	0	0	0	0	0	0	0
Building 9	0	0	0	0	0	0	0	0
Building 10	0	0	0	0	0	0	0	0
Building 11	0	0	0	0	0	0	0	0
Building 12	0	0	0	0	0	0	0	0
Building 31/32	0	0	0	0	0	0	0	0
Building 35	0	0	0	0	0	0	0	0
Building 36	0	0	0	0	0	0	0	0
Building 45	0	0	0	0	0	0	0	0
Building 47	0	0	0	0	0	0	0	0
Building 48	0	0	0	0	0	0	0	0
Building 51	0	0	0	0	0	0	0	0
Building 61	0	0	0	0	0	0	0	0
Building 63	0	0	0	0	0	0	0	0
Building 64	0	0	0	0	0	0	0	0
Building 68	0	0	0	0	0	0	0	0
Building 69	0	0	0	0	0	0	0	0
Building 71	0	0	0	0	0	0	0	0
Building 72	0	0	0	0	0	0	0	0
Building 73 TJES	0	0	0	0	0	0	0	0
Building 74 TJES	0	0	0	0	0	0	0	0
Building 75 TJES	0	0	0	0	0	0	0	0
Building 76 TJES	0	0	0	0	0	0	0	0
Modular 203 TJES	0	0	0	0	0	0	0	0
Modular 204 TJES	0	0	0	0	0	0	0	0
Modular 205 TJES	0	0	0	0	0	0	0	0
Modular 206 TJES	0	0	0	0	0	0	0	0
Modular 207 TJES	0	0	0	0	0	0	0	0
Building 100	0	0	0	0	0	0	0	0
Building 200	0	0	0	0	0	0	0	0
Science & Tech Building	0	0	0	0	0	0	0	0

## UTTC FIRE DAMAGE REPORT 2020

Facility	Report #	Nature of Incident	Cause	Date Occurred	Time Occurred	# of Deaths	# of injuries	Costs
Sakakawea Hall (Bldg. 30)	0	0	0	0	0	0	0	0
Sitting Bull Hal (Bldg. 33)	0	0	0	0	0	0	0	0
Coed Dorm (Bldg. 65)	0	0	0	0	0	0	0	0
Touchstone Lodge	0	0	0	0	0	0	0	0
Kateri Hall	0	0	0	0	0	0	0	0
Unit 3B	0	0	0	0	0	0	0	0
Unit 3A1	0	0	0	0	0	0	0	0
Unit 3A2	0	0	0	0	0	0	0	0
Unit 3B1	0	0	0	0	0	0	0	0
Unit 3B2	0	0	0	0	0	0	0	0
Unit 4A	0	0	0	0	0	0	0	0
Unit 4B	0	0	0	0	0	0	0	0
Unit 99A	0	0	0	0	0	0	0	0
Unit 99B	0	0	0	0	0	0	0	0
Unit 43A	0	0	0	0	0	0	0	0
Unit 43B	0	0	0	0	0	0	0	0
Unit 44A	0	0	0	0	0	0	0	0
Unit 44B	0	0	0	0	0	0	0	0
Unit 15	0	0	0	0	0	0	0	0
Unit 130	0	0	0	0	0	0	0	0
Unit 131	0	0	0	0	0	0	0	0
Unit 132	0	0	0	0	0	0	0	0
Unit 133	0	0	0	0	0	0	0	0
Unit 134	0	0	0	0	0	0	0	0
Unit 135	0	0	0	0	0	0	0	0
Unit 136	0	0	0	0	0	0	0	0
Unit 137	0	0	0	0	0	0	0	0
Unit 138	0	0	0	0	0	0	0	0
Unit 139	0	0	0	0	0	0	0	0
Unit 140	0	0	0	0	0	0	0	0
Unit 141	0	0	0	0	0	0	0	0
Unit 142	0	0	0	0	0	0	0	0

Unit 143	0	0	0	0	0	0	0	0
Unit 144	0	0	0	0	0	0	0	0
Unit 145	0	0	0	0	0	0	0	0
Unit 146	0	0	0	0	0	0	0	0
Unit 147	0	0	0	0	0	0	0	0
Unit 148	0	0	0	0	0	0	0	0
Unit 149	0	0	0	0	0	0	0	0
Unit 150	0	0	0	0	0	0	0	0
Unit 151	0	0	0	0	0	0	0	0
Unit 152	0	0	0	0	0	0	0	0
Unit 153	0	0	0	0	0	0	0	0
Unit 154	0	0	0	0	0	0	0	0
Unit 155	0	0	0	0	0	0	0	0
Unit 156	0	0	0	0	0	0	0	0
Unit 157	0	0	0	0	0	0	0	0
Unit 158	0	0	0	0	0	0	0	0
Unit 159	0	0	0	0	0	0	0	0
Unit 160	0	0	0	0	0	0	0	0
Unit 161	0	0	0	0	0	0	0	0
Unit 162	0	0	0	0	0	0	0	0
Unit 163	0	0	0	0	0	0	0	0
Unit 164	0	0	0	0	0	0	0	0
Unit 165	0	0	0	0	0	0	0	0
Unit 166	0	0	0	0	0	0	0	0
Unit 167	0	0	0	0	0	0	0	0
Unit 168	0	0	0	0	0	0	0	0
Unit 169	0	0	0	0	0	0	0	0
Unit 170	0	0	0	0	0	0	0	0
Unit 179	0	0	0	0	0	0	0	0
Unit 180	0	0	0	0	0	0	0	0
Unit 181	0	0	0	0	0	0	0	0
Unit 182	0	0	0	0	0	0	0	0
Unit 301	0	0	0	0	0	0	0	0
Unit 302	0	0	0	0	0	0	0	0
Unit 303	0	0	0	0	0	0	0	0
Unit 304	0	0	0	0	0	0	0	0
Unit 305	0	0	0	0	0	0	0	0
Unit 306	0	0	0	0	0	0	0	0

Unit 307	0	0	0	0	0	0	0	0
Unit 308	0	0	0	0	0	0	0	0
Unit 309	0	0	0	0	0	0	0	0
Unit 310	0	0	0	0	0	0	0	0
Unit 311	0	0	0	0	0	0	0	0
Unit 312	0	0	0	0	0	0	0	0
Unit 313	0	0	0	0	0	0	0	0
Unit 314	0	0	0	0	0	0	0	0
Unit 315	0	0	0	0	0	0	0	0
Unit 316	0	0	0	0	0	0	0	0
Unit 400	0	0	0	0	0	0	0	0
Unit 401	0	0	0	0	0	0	0	0
Unit 402	0	0	0	0	0	0	0	0
Unit 403	0	0	0	0	0	0	0	0
Unit 404	0	0	0	0	0	0	0	0
Unit 405	0	0	0	0	0	0	0	0
Unit 406	0	0	0	0	0	0	0	0
Unit 407	0	0	0	0	0	0	0	0
Unit 408	0	0	0	0	0	0	0	0
Unit 409	0	0	0	0	0	0	0	0
Unit 410	0	0	0	0	0	0	0	0
Unit 411	0	0	0	0	0	0	0	0
Unit 412	0	0	0	0	0	0	0	0
Unit 413	0	0	0	0	0	0	0	0
Unit 414	0	0	0	0	0	0	0	0
Unit 415	0	0	0	0	0	0	0	0
Unit 416	0	0	0	0	0	0	0	0
Unit 417	0	0	0	0	0	0	0	0
Unit 418	0	0	0	0	0	0	0	0
Unit 419	0	0	0	0	0	0	0	0
Unit 420	0	0	0	0	0	0	0	0
Unit 421	0	0	0	0	0	0	0	0
Unit 422	0	0	0	0	0	0	0	0
Unit 423	0	0	0	0	0	0	0	0
Building 1A/1B	0	0	0	0	0	0	0	0
Building 5	0	0	0	0	0	0	0	0
Building 6/7	0	0	0	0	0	0	0	0
Building 9	0	0	0	0	0	0	0	0



Building 10	0	0	0	0	0	0	0	0
Building 11	0	0	0	0	0	0	0	0
Building 12	0	0	0	0	0	0	0	0
Building 31/32	0	0	0	0	0	0	0	0
Building 35	0	0	0	0	0	0	0	0
Building 36	0	0	0	0	0	0	0	0
Building 45	0	0	0	0	0	0	0	0
Building 47	0	0	0	0	0	0	0	0
Building 48	0	0	0	0	0	0	0	0
Building 51	0	0	0	0	0	0	0	0
Building 61	0	0	0	0	0	0	0	0
Building 63	0	0	0	0	0	0	0	0
Building 64	0	0	0	0	0	0	0	0
Building 68	0	0	0	0	0	0	0	0
Building 69	0	0	0	0	0	0	0	0
Building 71	0	0	0	0	0	0	0	0
Building 72	0	0	0	0	0	0	0	0
Building 73 TJES	0	0	0	0	0	0	0	0
Building 74 TJES	0	0	0	0	0	0	0	0
Building 75 TJES	0	0	0	0	0	0	0	0
Building 76 TJES	0	0	0	0	0	0	0	0
Modular 203 TJES	0	0	0	0	0	0	0	0
Modular 204 TJES	0	0	0	0	0	0	0	0
Modular 205 TJES	0	0	0	0	0	0	0	0
Modular 206 TJES	0	0	0	0	0	0	0	0
Modular 207 TJES	0	0	0	0	0	0	0	0
Building 100	0	0	0	0	0	0	0	0
Building 200	0	0	0	0	0	0	0	0

## FIRE SAFETY SYSTEMS AND DRILLS FOR 2020

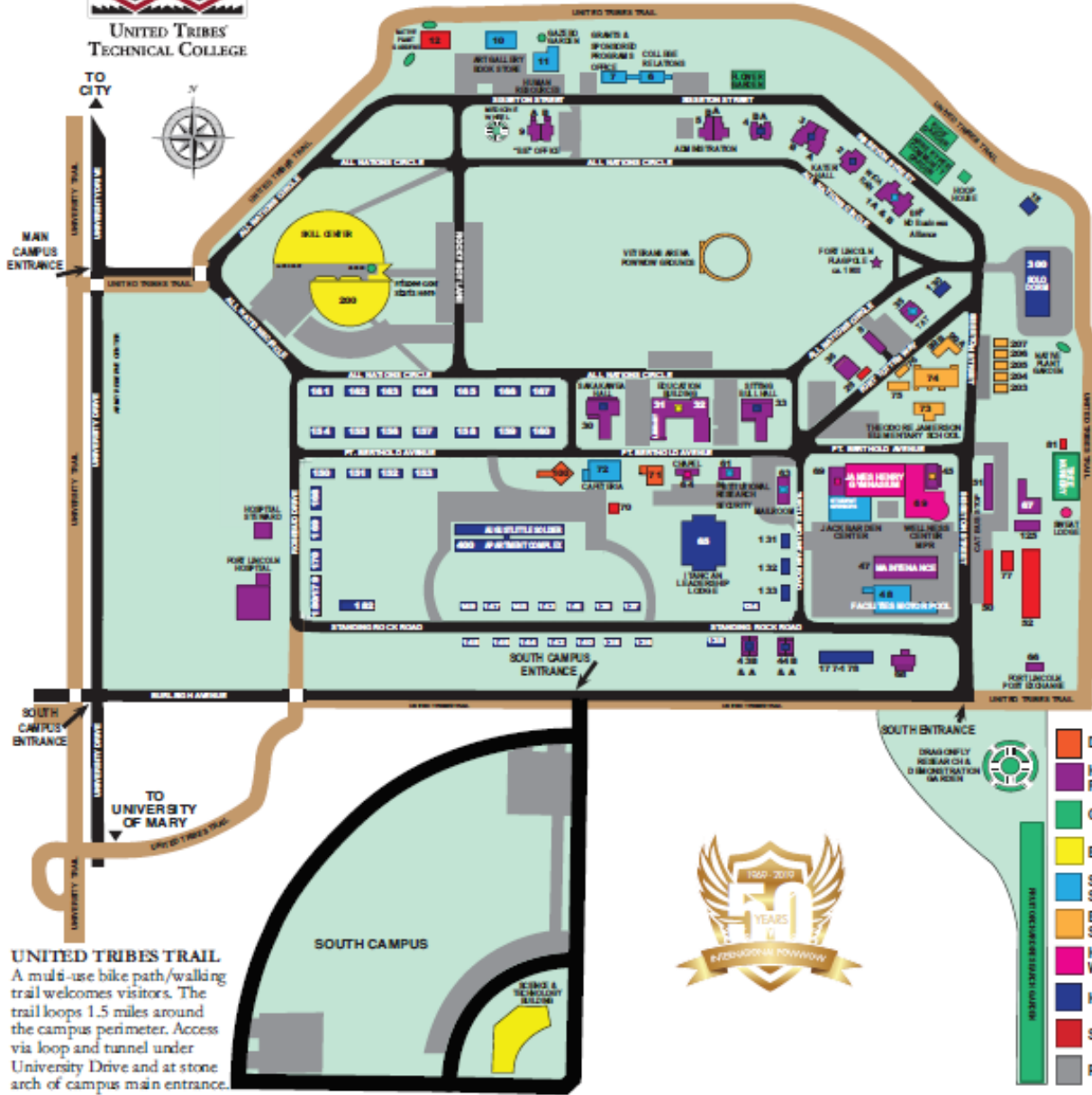
Facility	SMOKE DETECTORS, SINGLE STATIONS AND NOT MONI- TORED (FIRES SYSTEM IS NOT INTEGRATED WITHIN BLDG)	SMOKE DETECTORS, MONITORED BY BUILD- ING FIRE ALARM SYS- TEM	24 HR MONI- TORING	SPRINKLER	FIRE EXTIN- GUISHERS	FIRE DRILLS
Sakakawea Hall (Building 30)	NO	YES	YES	NO	4/floor	0
Sitting Bull Hal (Building 33)	NO	YES	YES	NO	4/floor	0
Coed Dorm (Building 65)	NO	YES	YES	YES	4/floor	0
Touchstone Lodge	YES	NO	NO	NO	3	0
Kateri Hall	YES	NO	YES	NO	4	0
Solo Dorm (301-316)	YES	NO	NO	NO	1/unit	0
August Little Soldier Apart- ments (400-423)	NO	YES	YES	YES	1/unit	0
Unit 3A1	NO	N/A	NO	NO	1	0
Unit 3A2	NO	N/A	NO	NO	1	0
Unit 3B1	NO	N/A	NO	NO	1	0
Unit 3B2	NO	N/A	NO	NO	1	0
Unit 4A	NO	N/A	NO	NO	1	0
Unit 4B	NO	N/A	NO	NO	1	0
Unit 99A	NO	N/A	NO	NO	1	0
Unit 99B	NO	N/A	NO	NO	1	0
Unit 43A	NO	N/A	NO	NO	1	0
Unit 43B	NO	N/A	NO	NO	1	0
Unit 15	NO	N/A	NO	NO	1	0
Unit 130	NO	N/A	NO	NO	1	0
Unit 131	NO	N/A	NO	NO	1	0
Unit 132	NO	N/A	NO	NO	1	0
Unit 133	NO	N/A	NO	NO	1	0
Unit 134	NO	N/A	NO	NO	1	0
Unit 135	NO	N/A	NO	NO	1	0
Unit 136	NO	N/A	NO	NO	1	0
Unit 137	NO	N/A	NO	NO	1	0
Unit 138	NO	N/A	NO	NO	1	0
Unit 139	NO	N/A	NO	NO	1	0
Unit 140	NO	N/A	NO	NO	1	0
Unit 141	NO	N/A	NO	NO	1	0
Unit 142	NO	N/A	NO	NO	1	0
Unit 143	NO	N/A	NO	NO	1	0
Unit 144	NO	N/A	NO	NO	1	0
Unit 145	NO	N/A	NO	NO	1	0

Unit 146	NO	N/A	NO	NO	1	0
Unit 147	NO	N/A	NO	NO	1	0
Unit 148	NO	N/A	NO	NO	1	0
Unit 149	NO	N/A	NO	NO	1	0
Unit 150	NO	N/A	NO	NO	1	0
Unit 151	NO	N/A	NO	NO	1	0
Unit 152	NO	N/A	NO	NO	1	0
Unit 153	NO	N/A	NO	NO	1	0
Unit 154	NO	N/A	NO	NO	1	0
Unit 155	NO	N/A	NO	NO	1	0
Unit 156	NO	N/A	NO	NO	1	0
Unit 157	NO	N/A	NO	NO	1	0
Unit 158	NO	N/A	NO	NO	1	0
Unit 159	NO	N/A	NO	NO	1	0
Unit 160	NO	N/A	NO	NO	1	0
Unit 161	NO	N/A	NO	NO	1	0
Unit 162	NO	N/A	NO	NO	1	0
Unit 163	NO	N/A	NO	NO	1	0
Unit 164	NO	N/A	NO	NO	1	0
Unit 165	NO	N/A	NO	NO	1	0
Unit 166	NO	N/A	NO	NO	1	0
Unit 167	NO	N/A	NO	NO	1	0
Unit 168	NO	N/A	NO	NO	1	0
Unit 169	NO	N/A	NO	NO	1	0
Unit 170	NO	N/A	NO	NO	1	0
Unit 179	NO	N/A	NO	NO	1	0
Unit 180	NO	N/A	NO	NO	1	0
Unit 181	NO	N/A	NO	NO	1	0
Unit 182	NO	N/A	NO	NO	1	0

Building 1A/1B	YES	N/A	NO	NO	4/floor	0
Building 5	NO	N/A	NO	NO	4/floor	0
Building 6/7	NO	N/A	NO	NO	4/floor	0
Building 9	NO	N/A	NO	NO	4/floor	0
Building 10	NO	N/A	NO	NO	4	0
Building 11	NO	N/A	NO	NO	4	0
Building 12	NO	N/A	NO	NO	4	0
Building 31/32	NO	N/A	NO	NO	4/floor	0
Building 35	NO	N/A	NO	NO	4	0
Building 36	NO	N/A	NO	NO	4	0
Building 45	NO	N/A	NO	NO	4	0
Building 47	NO	N/A	NO	NO	6	0
Building 48	NO	N/A	NO	NO	6	0
Building 51	NO	N/A	NO	NO	2	0
Building 61	NO	N/A	NO	NO	4/floor	0
Building 63	NO	N/A	NO	NO	2	0
Building 64	NO	N/A	NO	NO	2	0
Building 68	YES	NO	YES	YES	4/floor	0
Building 69	YES	NO	YES	NO	16	0
Building 71	NO	NO	NO	NO	6	12
Building 72	NO	YES	YES	YES	6	0
Building 73 TJES	NO	YES	YES	YES	5	12
Building 74 TJES	NO	YES	YES	YES	5	12
Building 75 TJES	NO	YES	YES	NO	5	12
Building 76 TJES	NO	YES	YES	NO	5	12
Modular 203 TJES	NO	YES	YES	NO	5	12
Modular 204 TJES	NO	YES	YES	NO	5	12
Modular 205 TJES	NO	YES	YES	NO	5	12
Modular 206 TJES	NO	YES	YES	NO	5	12
Modular 207 TJES	NO	YES	YES	NO	5	12
Building 100	YES	NO	YES	YES	6	12
Building 200	YES	NO	YES	YES	28	0
Science & Tech Building	YES	NO	YES	YES	20	0



# Campus Map 2019-2020



**UNITED TRIBES TRAIL**  
A multi-use bike path/walking trail welcomes visitors. The trail loops 1.5 miles around the campus perimeter. Access via loop and tunnel under University Drive and at stone arch of campus main entrance.



- Daycare
- Historic Ft. Lincoln
- Gardens
- Education
- Student Services
- Elementary School
- Health & Wellness
- Housing
- Storage
- Parking/Walkway

**NORTH CAMPUS**

- 1A/B Business Resource Project
- WIOA
- RAIN
- 2 ND Indian Business Alliance
- 3 A/B Kateri Hall
- 4 A/B Student Housing
- 5 A/B Student Housing
- Administration
  - Office of the President
  - Finance
  - Facilities Director
  - Notary Public
  - Chief Financial Officer
  - Contracts & Grants
  - Payroll
  - Student Accounts
  - Travel
- 6 College Relations
- 7 Grants and Sponsored Programs Office
- 8 Maintenance Storage for Golf Carts
- 9 "BIE" Office
- 11 Human Resources
- 10 Art Gallery

- 15 Book Store
- 30 Guest House
- 31-32 Sakakawea Hall
- Education Building
- Closed for Remodeling
- 33 Sitting Bull Hall
- 35 Boys and Girls Club
- 43-44 A/B Student Housing
- Maintenance
- 47 Facilities Motor Pool
- 48 Property & Supply
- 51 Warehouse
- 52 Safety & Security
- 61 Institutional Research
- 63 Mailroom
- 64 Chapel
- 65 Itan'can Oyanké Leadership Lodge
- 69 James Henry Community Center and Gymnasium
- 69 Jack Barden Student Life & Technology Center
- Upper Level
- Housing
- Career Services
- Admissions & Recruitment
- Financial Aid

- Registrar's Office
- Lower Level
- Computer Lab
- Library
- Student Government Association
- 69 Lewis Goodhouse Wellness Center
- Personal Counseling
- Chemical Health Center
- Disabilities Services
- Domestic Violence Advocate
- Psychological Services
- Health Promotions
- Student Health Center
- VP of Campus Services
- Multi Purpose Room
- 71 Infant/Toddler Center
- 72 Cafeteria
- 73-76 Theodore Jamerson Elementary School
- 203-207 Theodore Jamerson Elementary School
- FACE Program
- 99 A/B Child Development Center
- 100 Single Family Housing
- 130-170 Touchstone Lodge
- 177-178

- 179-182 Student Housing
- 200 Skill Center
- Automotive Technology
- Culinary Arts & Nutrition
- Computer Information Technology
- Graphic Design
- Heavy Equipment Operations
- Information Technology
- Land Grant Extension
- Welding Technology
- 300 Solo Dorm
- 400 August Little Soldier Apartments

**SOUTH CAMPUS**

- Science & Technology Center
- Business Administration
- Teacher Education
- Human & Social Services
- General Education
- Criminal Justice
- Environmental Science & Research
- Pre-Engineering
- Institutional Research & Resource Center

## APPENDIX A

### CLERY CRIME DEFINITIONS

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggressive bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

**Arson:** Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, personal property of another, etc.

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Dating Violence (As Defined by VAWA):** 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 purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence (As Defined by VAWA):** A felony or misdemeanor crime of violence committed by:

- A current or former spouse or intimate partner of the victim;
- A person with whom the victim shares a child in common;
- A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies (under the Violence Against Women Act); or
- Any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

**Drug Law Violations:** The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

**Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

**Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

**Liquor law Violations:** Violations of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

**Manslaughter by Negligence:** The killing of another person through gross negligence.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (This includes all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned-including joy riding.)

**Murder and Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

**Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force, violence, and/or by putting the victim in fear.

**Sexual Assault (As Defined by 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 purpose of sexual gratification, without the consent of the victim, including instance where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.
- **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

**Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

**Stalking (As defined by VAWA):** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress. For the purposes of this definition:

- A. 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.
- B. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
- C. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- D. Vandalism/Destruction/Damage of Property: To willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Vandalism/Destruction/Damage of Property:** To willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Weapons Law Violations:** The violations of laws or ordinances prohibiting the the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

#### **GEOGRAPHY DEFINITIONS FROM THE CLERY ACT**

**On-Campus:** (1) Any building or property owned or controlled by an institution within The same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and (2) Any building or property that is within or reasonably contiguous to the area identified In paragraph (1), that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).

**Non-Campus Building or Property:** (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

**Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is





UNITED TRIBES  
TECHNICAL COLLEGE

## UTTC STUDENT CODE OF CONDUCT (SCC)

### SECTION I: SCOPE

United Tribes Technical College (UTTC) expects all members of the community to conduct themselves in a manner supportive of the educational mission of the College. Any violations of established policy may lead to various sanctions, up to and including expulsion. Students shall be provided a copy of the Student Code of Conduct (SCC) as part of the Student Handbook that is available as a hard copy and on the UTTC website. Students are responsible for having read and abiding by the provisions of the SCC in the Student Handbook.

The SCC process applies to the conduct of UTTC's students on the UTTC campus or at UTTC sponsored events. The SCC also applies to student's conduct online, via email or other electronic medium. Students should be aware that online postings such as blogs, web postings, chats and social networking sites are in the public sphere and are not private. If UTTC becomes aware of postings made in violation of the SCC, UTTC shall be authorized to take action against the violating student in accordance with the SCC.

### SECTION II. GUIDING PRINCIPLES

UTTC seeks an environment that is free from violence, threats, and intimidation; that is respectful of the rights, opportunities, and welfare of students, faculty, staff, and guests; does not threaten the physical or mental health or safety of members of the campus community; and serves the educational mission of the College.

UTTC is dedicated to responsible stewardship of its resources and to protecting its property and resources from theft, damage, destruction, or misuse.

UTTC supports and is guided by state and federal law while also setting its own standards of conduct for its academic community.

The College is dedicated to the rational and orderly resolution of conflict.

Students are entitled to due process and procedural fairness protections, including the prompt notification of charges, the opportunity to respond, the right to an advocate of choice, and the right to the resolution of a case within a reasonable period of time.

### SECTION III. DEFINITIONS

**Academic Environment** shall mean any setting where a student is engaged in work toward academic credit, satisfaction of program-based requirements, or related activities including but not limited to online courses and field trips.

**Campus** shall mean all UTTC premises, including all land, buildings, facilities, and other property owned, possessed, leased, used, or controlled by UTTC, and adjacent streets and sidewalks.

**Student** shall mean any person taking courses at UTTC or enrolled in a UTTC program; any person participating as a student in UTTC activities prior to the start of classes; any

student who is not enrolled or registered for a particular term but has a continuing relationship with UTTC (in between semesters); any student who withdraws, transfers, or graduates after an alleged violation of the SCC; and any already graduated student when the conduct at issue implicates the student's UTTC degree, certificate, or diploma.

**Student Code of Conduct (SCC) Hearing Officers** consists of a three-member team including the Career & Technical Education Director, or designee; the Director of Security & Safety, or designee; and the Director of Housing, or designee. The Administrative Assistant for the Vice President of Campus Services will serve as administrative support for the Hearing Officers.

**Student Group** shall mean any group of students that is a UTTC student group, such as a student vocational club or Student Government.

**UTTC (or College) Sponsored Activities** means any program or event sponsored by UTTC, including but not limited to those sponsored by students group or athletics.

**Medical Amnesty:** North Dakota (ND) has a medical amnesty law for alcohol-related emergencies. ND Century Code states: "An individual under twenty-one years of age is immune from criminal prosecution under this section if that individual contacted law enforcement or emergency medical services and reported that another individual under twenty-one years of age was in need of medical assistance due to alcohol consumption, provided assistance to the individual in need of medical assistance until assistance arrived and remained on the scene, or was the individual in need of medical assistance and cooperated with medical assistance and law enforcement personnel on the scene. The maximum number of individuals that may be immune for any one occurrence is five individuals."

#### SECTION IV. DISCIPLINARY OFFENSES

Violations, or assisting or encouraging others in the violation of the College's policies, are subject to disciplinary action through the appropriate process. The following behaviors violate UTTC's Student Code of Conduct:

**Disruption of the Academic Environment** is engaging in behavior, either in the classroom or online discussion forums, which substantially or repeatedly interrupts either the instructor's ability to teach and/or a student's ability to learn.

**Falsification** means willfully providing false, misleading, or incomplete information; forging or altering official College records or documents or conspiring with or inducing others to forge or alter without proper authorization academic records or documents; misusing, altering, forging, falsifying, or transferring to another person College-issued identification; or intentionally making a false report of a bomb, fire, natural disaster, or other emergency to a College official or an emergency service agency.

**Refusal to Identify and Comply** is willfully refusing to or falsely identifying one's self or willfully failing to comply with a proper order or summons when requested by campus security, law enforcement personnel, by emergency medical staff responding to an emergency, or by a UTTC employee acting within the purview of his or her job responsibilities.

student who is not enrolled or registered for a particular term but has a continuing relationship with UTTC (in between semesters); any student who withdraws, transfers, or graduates after an alleged violation of the SCC; and any already graduated student when the conduct at issue implicates the student's UTTC degree, certificate, or diploma.

**Student Code of Conduct (SCC) Hearing Officers** consists of a three-member team including the Career & Technical Education Director, or designee; the Director of Security & Safety, or designee; and the Director of Housing, or designee. The Administrative Assistant for the Vice President of Campus Services will serve as administrative support for the Hearing Officers.

**Student Group** shall mean any group of students that is a UTTC student group, such as a student vocational club or Student Government.

**UTTC (or College) Sponsored Activities** means any program or event sponsored by UTTC, including but not limited to those sponsored by students group or athletics.

**Medical Amnesty:** North Dakota (ND) has a medical amnesty law for alcohol-related emergencies. ND Century Code states: "An individual under twenty-one years of age is immune from criminal prosecution under this section if that individual contacted law enforcement or emergency medical services and reported that another individual under twenty-one years of age was in need of medical assistance due to alcohol consumption, provided assistance to the individual in need of medical assistance until assistance arrived and remained on the scene, or was the individual in need of medical assistance and cooperated with medical assistance and law enforcement personnel on the scene. The maximum number of individuals that may be immune for any one occurrence is five individuals."

#### SECTION IV. DISCIPLINARY OFFENSES

Violations, or assisting or encouraging others in the violation of the College's policies, are subject to disciplinary action through the appropriate process. The following behaviors violate UTTC's Student Code of Conduct:

**Disruption of the Academic Environment** is engaging in behavior, either in the classroom or online discussion forums, which substantially or repeatedly interrupts either the instructor's ability to teach and/or a student's ability to learn.

**Falsification** means willfully providing false, misleading, or incomplete information; forging or altering official College records or documents or conspiring with or inducing others to forge or alter without proper authorization academic records or documents; misusing, altering, forging, falsifying, or transferring to another person College-issued identification; or intentionally making a false report of a bomb, fire, natural disaster, or other emergency to a College official or an emergency service agency.

**Refusal to Identify and Comply** is willfully refusing to or falsely identifying one's self or willfully failing to comply with a proper order or summons when requested by campus security, law enforcement personnel, by emergency medical staff responding to an emergency

**Attempt to Injure or Defraud** is making, forging, printing, reproducing, copying, or altering any record, document, writing, or identification used or maintained by UTTC when done with intent to injure, defraud, or misinform.

**Harm to Person** means engaging in conduct that endangers or threatens to endanger the physical and/or mental health, safety, or welfare of another person, including, but not limited to, threatening, stalking, harassing, intimidating, or assaulting behavior.

**Bullying** is aggressive behavior directed at another person that causes stress or harm and that is repeated over time, including but not limited to assaulting, defaming, terrorizing, making obscene gestures, or invading privacy.

**Sexual Misconduct** is any non-consensual behavior of a sexual nature that is committed by force or intimidation, or that is otherwise unwelcome. Sexual misconduct includes the following behaviors: sexual assault, relationship violence, stalking, and sexual or gender-based harassment.

**Disorderly Conduct** is engaging in conduct that incites or threatens to incite an assault or breach of the peace; breaching the peace; obstructing or disrupting teaching, research, administrative, or public service functions; or obstructing or disrupting disciplinary procedures or authorized College activities.

**Illegal or Unauthorized Possession or Use of Weapons** means possessing or using weapons or articles or substances usable as weapons, including, but not limited to, firearms, incendiary devices, explosives, and dangerous biological or chemical agents, except in those instances when authorized by law and, where applicable, by proper UTTC authority.

**Illegal or Unauthorized Possession or Use of Drugs or Alcohol** means possessing or using drugs or alcohol on campus or at any UTTC sponsored or supported events.

**Unauthorized Use of Campus Facilities or Services** means wrongfully using UTTC campus properties or facilities; misusing, altering, or damaging fire-fighting equipment, safety devices, or other emergency equipment or interfering with the performance of those specifically charged to carry out emergency services; or acting to obtain fraudulently—through deceit, unauthorized procedures, bad checks, or misrepresentation—goods, quarters, services, or funds from UTTC departments or student groups or individuals acting on their behalf.

**Theft, Property Damage, or Vandalism** means theft or embezzlement of, damage to, destruction of, unauthorized possession of, or wrongful sale or gift of property.

**Unauthorized Access** means accessing UTTC property, facilities, services, or information systems without authorization, or obtaining or providing to another person the means of such unauthorized access, including, but not limited to, using or providing keys, access cards, or access codes without authorization.

**Disruptive Behavior** means willfully disrupting UTTC campus events, or UTTC sponsored events; participating in a campus demonstration that disrupts the normal operations of the College and infringes on the rights of other individuals; leading or inciting others to disrupt scheduled or normal activities of the College; engaging in intentional obstruction that interferes with freedom of movement, either pedestrian or vehicular, on campus; using sound amplification equipment on campus without authorization; or making or causing noise, regardless of the means, that disturbs authorized UTTC activities or functions.

**Violation of Rules** is engaging in conduct that violates National Junior College Athletic Association (NJCAA), collegiate, or departmental regulations that have been posted or publicized, including provisions contained in academic contracts with students.

**Violation of Local, State, or Federal Laws or Ordinances** means engaging in conduct that violates a local, state, or federal law, or ordinance, including, but not limited to, laws governing alcoholic beverages, drugs, gambling, sex offenses, indecent conduct, or arson.

**Persistent Violations** means engaging in repeated conduct or action in violation of this Code.

\* Academic dishonesty violations processes (e.g. plagiarism and cheating) are excluded from the SCC and included in the Academic Affairs Policies Handbook and cited on course syllabi.

## SECTION V. SANCTIONS

Students found responsible for disciplinary offenses under the SCC are subject to sanctions. Factors to consider in determining appropriate sanctions include:

- Nature of the offense,
- Severity of the offense,
- Culpability of the student or student group,
- Impact on other students or members of the campus community, and
- Opportunity for student growth and development based on appropriate interventions.

Separation from the College through suspension or expulsion is a serious sanction that may be appropriate for:

- Repeated violations of the SCC, and
- Misconduct that constitutes a threat to community safety or well-being (including, but not limited to harm to person and sexual assault), or significantly disrupts the rights of others or the operations of the College.

UTTC seeks to provide a safe, secure, and healthy environment for all students. Recognizing that the potential application of disciplinary sanctions could deter students from seeking medical attention for themselves or others, UTTC will provide medical amnesty as defined in Section III. However, a student requiring emergency evaluation or treatment at a medical facility will be required to complete an alcohol assessment or education program. This is not considered a disciplinary response. Amnesty is granted only for violations of illegal or unauthorized possession or use of drugs or alcohol, and does not apply to other possible violations of the SCC (e.g., property damage or assault) that may have occurred during the time of intoxication. In circumstances involving a student group, the willingness of the student group's members to seek medical assistance for a member or a guest will be viewed as a mitigating factor in the review process for any possible violations.

The following sanctions, which are listed in order of least severe to most severe, may be imposed upon students or student groups who have violated the SCC. The Hearing Officers reserve the right to assign any sanction depending on each situation and the severity of the offense.

***Typical sanction for first offense:***

**Warning** means the issuance of an oral or written warning or reprimand.

***Typical sanction for second offense:***

**Probation** means special status with conditions imposed for a defined period of time and includes the probability of more severe disciplinary sanctions if the student or student group is found to violate any institutional regulation during the probationary period.

***Typical sanctions for third offense or for first or second offense, based on severity:***

**Required Compliance** means satisfying evaluation, counseling, and after-care requirements; work assignments; community service; participating in a restorative justice process; or other discretionary assignments.

**Confiscation** means confiscation of goods used or possessed in violation of campus regulations or confiscation of falsified identification or identification wrongly used.

**Restitution** means making compensation for loss, injury, or damage.

**Restriction of Privileges** means the denial or restriction of specified privileges, including, but not limited to, access to an official transcript for a defined period of time.

***Typical sanction for domestic violence offense:***

**Campus Housing Suspension** means separation of the student from campus housing for a defined period of time.

**Campus Housing Expulsion** means permanent separation of the student from campus housing.

**Suspension** means separation of the student or student group from UTTC for a defined period of time, after which the student is eligible to return. Suspension may include conditions for readmission. The suspension may be deferred when an offense is serious enough to warrant separation from UTTC, but where the specific circumstances of the case justify special consideration.

***Typical sanctions for sexual misconduct, weapons violations, possession of Class A and B drugs (excluding marijuana), and sale and distribution of any illegal or unauthorized substance:***

**Expulsion** means the permanent separation of the student from the College. This will be matter of permanent record.

**Withholding of Diploma or Degree** means the withholding of diploma or degree otherwise earned for a defined period of time or until the completion of assigned sanctions.

**Alcohol and Illegal Drug Sanctions**

Students at United Tribes Technical College are required to abide by all federal, state and local laws regarding the possession, sale, use and consumption of alcoholic beverages. UTTC also considers the use, possession, distribution, or sale of those drugs (hallucinogens, narcotics, stimulants, and depressants) that are illegal except when taken under a physician's prescription as contrary to the welfare of the campus community. Students involved in such activities are subject to disciplinary action and will be prosecuted according to the law.

UTTC recognizes the serious problems created by the use and abuse of alcohol and drugs. In response to this awareness, UTTC is an alcohol, drug and tobacco free campus and has an alcohol and drug prevention program that is committed to providing resources and referral services for students who experience alcohol and/or drug abuse.

### **Campus Regulations**

A student who possesses or consumes intoxicating liquors, alcoholic beverages or illegal drugs on campus is subject to disciplinary action.

A student who attends class under the influence of alcohol or illegal drugs is subject to disciplinary action.

Faculty and staff are justified in contacting appropriate campus security or law enforcement authorities in the event a student is under the influence.

Students who are involved in illegal drug usage, off the premises of the campus, may also face disciplinary action.

Student organizations are not allowed to sponsor on-campus or off-campus events at which alcohol or illegal drugs are consumed.

Sale of alcoholic beverages or drugs by student organizations is strictly forbidden.

In addition to campus disciplinary sanctions, the College may report drug violations to the appropriate law enforcement authorities.

Since involvement with drugs may be associated with medical and/or psychological problems, students may be referred or may refer themselves to counseling or medical services.

Each student will be held responsible for his or her own behavior and it will not be regarded as “double jeopardy” for both civil authorities and the College to initiate disciplinary sanctions against a student who violates the SCC.

A federal or state drug conviction can disqualify a student from Federal Student Aid eligibility. If a student is convicted of possession or sale of illegal drugs during a period of enrollment for which the student was receiving federal financial aid, the student will lose eligibility for federal student aid funding. The student can lose federal financial aid eligibility of one year from the date of the first conviction, two years from the date of the second conviction and indefinitely for a third offense for the possession of illegal drugs. A student can lose federal financial aid eligibility for two years from the date of the first conviction and indefinitely for the second conviction for the sale of illegal drugs. A student can regain eligibility the day after the period of ineligibility ends or when he or she successfully completes a qualified drug rehabilitation program.

Students may initiate help for themselves or others by contacting any of the following:

#### **On Campus:**

UTTC Wellness Center Director – (701) 221-1777

UTTC Chemical Health Center Coordinator – (701) 221-1776

#### **Community Resources**

“211” – 24 hour referral and crisis management hotline for North Dakota.

West Central Human Services – (701) 328-8888

Heartview Foundation – (701) 222-0386  
Alcoholics Anonymous – (701) 222-2100

**National Numbers**

The National Drug & Alcohol Hotline: 1-800-711-6375 or 1-800-711-6402

**Records and Reinstatement**

Suspension and expulsion from the College are matters of permanent record.

Reinstatement after suspension: The Registrar may permit reinstatement after suspension; however, the Registrar may do so only after the student has completed the terms of the suspension.

Reinstatement after expulsion: A student who has been expelled from the College may petition the Vice President of Academic Affairs to be considered for re-admissions no sooner than one year after being expelled. Each case will be addressed individually.

**SECTION VI. INTERIM SUSPENSION**

The President or delegate may impose an immediate suspension on a student pending a hearing before the appropriate disciplinary committee to:

- Ensure the safety and well-being of members of the campus community or to preserve campus property,
- Ensure the student's own physical or emotional safety and well-being, or
- Ensure the student or student group does not pose an ongoing threat of disrupting or interfering with the operations of the College.

During the interim suspension, the student or student group may be denied access to all College activities or privileges for which the student or student group might otherwise be eligible, including access to campus housing or property. The student or student group has a right to a prompt hearing before the President or delegate on the questions of identification and whether the interim suspension should remain in effect until the full hearing is completed.

**SECTION VII. NOTIFICATION, HEARING, AND APPEALS OF STUDENT DISCIPLINARY OFFENSES**

**Notification**

All potential violations of the SCC are reported by UTTC Safety and Security to the chair for the Hearing Officers team within 3 business days of the alleged violation. The Hearing Officers review the violation report and determine if there is reasonable cause for an administrative hearing.

Students subject to an administrative hearing shall receive the following:



Written email notice of the alleged SCC violation at least 3 business days in advance of the administrative hearing. UTTC uses email as the means of delivering the written notice. The Academic & Personal Counselors will contact the student to ensure the student is informed of the hearing.

An opportunity to address the case before the SCC Hearing Officers not more than ten business days after the student has been notified in writing.

If the Hearing Officers determine the alleged violation does not warrant an administrative hearing, the Safety and Security report will be retained and the student will be notified.

**Administrative Hearing Procedure:** conducted by the three-member SCC Hearing Officers team. The Vice Presidents of Campus Services and Academic Affairs grant authority to the SCC Hearing Officers to adjudicate and determine whether the involved student violated the policy, and to determine appropriate outcomes as necessary.

The hearings will be conducted once per week, as needed, at a date and time determined by the SCC Hearing Officers.

SCC Hearing Officers shall officiate all administrative hearings. The Hearing Officers will select one member to chair the meeting.

All email correspondence will be sent and received through the [HearingOfficers@uttc.edu](mailto:HearingOfficers@uttc.edu) email account.

The Administrative Assistant for the Vice President of Campus Services will keep minutes for the meetings that include all actions taken by the Hearing Officers.

Administrative hearings are held privately with the exception of the Hearing Officers, the student(s), and one additional person to attend the hearing (e.g. advisor, coach, counselor) to speak on behalf of the student.

Administrative hearings may be held with all involved students or individually.

Students subject to an administrative hearing shall receive the following:

Maximum time limits for scheduling of conduct hearings may be extended at the discretion of the Vice President of Campus Services or designee.

A written decision and explanation of any outcomes within 5 business days of hearing will be sent to the email address the student has on file in the Registrar's Office.

An opportunity to appeal the decision as outlined in the following "Appeals Process".

A summary of the Administrative Hearing, including the violation and resulting sanction, is recorded in the JICS Retention Module if it is determined the student violated the SCC.

Administrative hearings are not recorded.

If a student, or student group, fails to attend the administrative hearing, it will be assumed the student has violated the SCC and the appropriate sanction for the violation will be applied.

In regard to sexual misconduct and domestic abuse cases, both the reporting party and the accused student have the opportunity to request a formal hearing and appeal as part of due process.

## **Appeals Process**

Appeals may only be made by:

- The student who allegedly violated the SCC in the original hearing, or
- The complainant in the original hearing, when such is present.

If one of the above chooses to appeal a decision, they must submit their appeal in writing to the Vice President of Campus Services within five business days of the date of the outcome letter. To receive consideration, a student's appeal must be full and complete upon its submission, including the basis for appeal and any supporting documentation.

The receipt of the appeal will be acknowledged in writing (which can include email). In cases involving opposing parties, when an appeal is filed the other party will be given the opportunity to review and respond in writing to the appeal. Any response by the opposing party must be submitted to the Vice President of Campus Services within five (5) business days from receipt of the appeal. The appeals documents from each party will be considered together in one appeal review process.

No appeal hearing will be held. The Vice President of Campus Services and the Vice President of Academic Services will render a joint decision on the appeal based solely on the student's written appeal, any response from the other party, and the record of the original hearing. The decision is final, and will be rendered within five business days of the receipt of the written appeal.

In cases where suspension or expulsion is assigned as an outcome, the disciplinary action will go into effect at the conclusion of the appeal process. During the appeals process, a student who was issued suspension or expulsion may continue to attend class, *unless otherwise directed by the Vice President of Campus Services*, but is prohibited from participating in, representing the College in, or attending extra-curricular, co-curricular, and official College activities, if it is determined that the health or safety of a student or the community is at risk. Additional interim measures, such as those to ensure the safety of community members, may be put in place until the conclusion of the appeal process, as deemed appropriate by the Vice President of Campus Services or designee.

## **SECTION VIII. JURISDICTION**

The Student Code of Conduct shall apply to student and student group conduct that occurs on campus or at UTTC sponsored activities. The SCC shall also apply to off-campus student and student group conduct when the conduct, as alleged, adversely affects a substantial College interest and either:  
Constitutes a criminal offense as defined by local, state, or federal law or ordinance, regardless of the existence or outcome of any criminal proceeding; or  
Indicates that a student or student group may present a danger or threat to the health or safety of the student or others.

The conduct of a student who is a member of a student group will not be considered to be conduct of the student group unless the facts and circumstances surrounding the conduct suggest that the student group sponsored, organized, or otherwise endorsed the conduct.

## **SECTION IX. RESPONSIBILITIES OF DUAL MEMBERSHIP**

Students are both members of the campus community and of the state. Students are responsible to the community of which they are a part, and they are responsible to the academic community of UTTC. By enforcing the SCC, UTTC neither substitutes for nor interferes with other civil or criminal legal processes. When a student is charged in both jurisdictions, the SCC Hearing Officers will decide on the basis of its interests, the interests of affected students, and the interests of the community whether to proceed with its disciplinary process or to defer actions. Determinations made or sanctions imposed under the SCC will not be subject to change because criminal charges arising out of the same facts were dismissed, reduced, or resolved in favor of the criminal law defendant.

## **SECTION X. INTERPRETATION AND REVISION**

UTTC publishes the SCC to provide students with general notice of prohibited conduct. Since this SCC is not written with the specificity of a criminal statute it is open to interpretation and application by students, College administrators, faculty members, committees, and organizations acting in an official capacity. Any question of interpretation regarding this SCC must be referred to the Vice President of Campus Services or designee for final determination.

The SCC is reviewed as needed under the direction of the Vice President of Campus Services, or designee, who consults with stakeholders as appropriate. The SCC in place at the time an alleged violation occurs shall be the procedures against which the conduct is resolved in any subsequent conduct hearing or resolution process.

### *References*

*Bismarck State College Student Conduct Policy, September 2016.*

*Lewis & Clark College Student Code of Conduct, Amended: March 20, 2015.*

*University of Minnesota Board of Regents Student Conduct Code, Amended: June 10, 2016.*



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