



Campus Security Policy and Crime Report

HIGHER EDUCATION ACT SECTION 485(f) JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STAISTICS ACT (CLERY ACT)

Statement of Policy on Reporting Crime and Emergencies on Campus

Northwest Technology Center strives to maintain a secure and safe environment for its students, employees, and the public. NWTC encourages all persons to report any criminal or suspicious activity to an Assistant Superintendent who will take appropriate action after analyzing and investigating the seriousness of the incident. If a crime should occur on campus, a victim or witness should report it immediately to the Assistant Superintendent's office located in the central office area. The Assistant Superintendent will report this crime to the appropriate local authorities. The law enforcement agencies will then gather information and make an official report. NWTC provides timely warning to the campus community of any occurrences of crime that are reported and are considered to represent a threat to students and/or employees. Timely warnings may come in the form of a call from the school's automated call system, an announcement on the intercom, or a personal visit to the employees' offices and to the classrooms. The Assistant Superintendent will maintain a daily log of crimes reported to the police containing the nature, date, time, and general location of each crime and the disposition of the complaint, if known. This log will be available to the public upon request unless the release of information would jeopardize an on-going criminal investigation or the safety of any individual.

Statement Concerning Security of Facilities

Northwest Technology Center understands its mission in providing education to the students, including access to the facilities. It is equally important that we be aware of our responsibilities to our students, our employees, and the public in providing a secure and safe environment in which to study and work. Protection of the facilities and equipment is also considered.

- There are scheduled times for all building lockups. NWTC maintenance staff performs these duties.
- Classrooms are kept locked when a class is not in session. Students may be authorized to be in a classroom when class is not in session only under the direct supervision (physically present) of a faculty or staff member.
- No building keys will be issued to students nor will a faculty or staff member loan a building key to a student or non-employee. The only exception by the district is with permission of the administration.
- NWTC faculty and staff are encouraged to check in with the law enforcement department if they are going to be in the building after normal working hours. Law enforcement agencies will also make periodic welfare checks.

Statement of Policy on Campus Law Enforcement

Northwest Technology Center depends on local or county law enforcement services for its campuses. These officers help provide a safe campus environment for students, staff, and visitors. NWTC has an agreement with local law enforcement officers to perform a variety of tasks, which include providing a Campus Resource/Security Officer, investigation of criminal activity, apprehension of criminals, accident and fire response. Serious crimes and other incidents that are deemed to be of interest to State and/or local agencies are reported to those agencies. All serious crime is reported to the Oklahoma Bureau of Investigation (OSBI) Headquarters for publication in the annual Uniform Crime Report. NWTC encourages all persons to report criminal or suspicious activity to a NWTC administrator who will take appropriate action after analyzing and investigating the seriousness of the incident.

Statement of Programs and Security Procedures and Practices

The campus security report is available to all Northwest Tech students. Upon enrollment all students receive a copy of the Student Handbook, which includes a section that describes how and where students can locate this report. A copy of the Student Consumer Information Handbook is available in the Central Office, Counselor's Office, Financial Aid Office and on this website. NWTC maintains a weapons free environment. Any student in this district who uses or possesses a firearm

at school, at any school-sponsored event, or in or upon any school property including school transportation or school-sponsored transportation will be removed from school for not less than one full calendar year. Any student who violates this policy may be subject to discipline, which may include suspension of up to one full calendar year (for firearms) or for any term less than one calendar year (for weapons other than firearms) as determined by the superintendent or designee. Northwest Tech Crime Prevention activities may include but are not limited to crime prevention seminars for students, staff, and faculty. In addition to being informed about Campus Security during orientation and with periodical updates, on October 1st of each year, Northwest Technology Center publishes and distributes an annual Campus Security Report to all enrolled students and current employees. A paper copy of the report is available upon request in the Financial Aid Office. The report may be viewed below and also a complete copy of the report may be viewed at <http://ope.ed.gov/security>.

Disclosure Requirement of Crime Awareness and Campus Security Act of 1990 Senate Bill 580

Northwest Tech believes that the public should know how to report a possible crime which occurs at the site of the technology center campuses in Alva or Fairview. To report a possible crime, a victim or witness need to contact Daren Slater, Assistant Superintendent or Karen Koehn, Counselor, in Alva, or Colt Shaw, Assistant Superintendent or Kay Koehn, Career Center Coordinator in Fairview. The Assistant Superintendent will report this crime to the appropriate local authorities. The law enforcement agencies will then gather information and make an official report.

Statistics for Northwest Technology Center - Alva

	2013	2014	2015
Calendar Years			
Murder	0	0	0
Manslaughter	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Forcible/Non-Forcible Sex Offenses	0	0	0
Hate Crimes	0	0	0
Arson	0	0	0
Liquor Law Violation	0	0	0
Drug Related Violation	0	0	0
Weapons Possession	0	0	0
Dating Violence	0	0	0
Domestic Violence	0	0	0
Sexual Assault	0	0	0
Stalking	0	0	0

Statistics for Northwest Technology Center - Fairview

	2013	2014	2015
Calendar Years			
Murder	0	0	0
Manslaughter	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Forcible/Non-Forcible Sex Offenses	0	0	0
Hate Crimes	0	0	0
Arson	0	0	0
Liquor Law Violation	0	0	0
Drug Related Violation	0	0	0
Weapons Possession	0	0	0
Dating Violence	0	0	0
Domestic Violence	0	0	0
Sexual Assault	0	0	0
Stalking	0	0	0

Violence Against Women Reauthorization Act (“VAWA”), Pub. L. No. 113-4, 127 Stat. 54 Campus Sexual Violence Elimination Act (“Campus SaVE Act”), Pub. L. No. 113-4, § 304, 127 Stat. 89

These acts expand the Clery Act’s coverage rights to victims of domestic violence, dating violence, and stalking. They also update prevention guidelines and victim’s rights.

In compliance of these acts, Northwest Technology Center will notify victims (students or employees) of their rights and options in writing, including the importance of preserving evidence; to whom an offense may be reported; the option to, or not to, seek police assistance; possible sanctions that may be imposed following an institutional disciplinary procedure; the institution’s responsibilities regarding judicial no-contact, restraining and protective orders; existing counseling, health services, mental health services, victim advocacy, legal assistance and other victim services on-campus and in the community; and options for, and available assistance for, changing academic, living, transportation and work situations, if requested by the victim and such accommodations are reasonably available, regardless of whether the victim chooses to report the crime to local law enforcement.

Northwest Technology Center’s procedures for investigating and conducting discipline proceedings in domestic violence, dating violence, sexual assault, and stalking cases include that the investigation and resolution will be prompt, fair and impartial; a “statement of the standard of evidence” used during the proceeding; the annual training of officials conducting the proceedings to ensure the protection of the victim’s safety and the promotion of accountability; the identification of sanctions or protective measures the institution will impose after final determination that rape, acquaintance rape, domestic violence, dating violence, sexual assault or stalking has occurred; that the accuser and the accused are afforded equal opportunity to be present during the disciplinary proceeding; both parties must have the ability to be accompanied at any meeting or proceeding by an advisor of their choice; the accuser and the accused must be simultaneously notified in writing of the outcome of the proceeding, appeal procedures, any change to the result before it becomes final, when the result will become final, and that disclosure of the outcome is unconditional; and institutional policies that address the protection of a victim’s confidentiality, including record-keeping that excludes a victim’s personally-identifiable information.

Northwest Technology Center will offer students and new employees counseling and programs that promote awareness and prevention of rape, acquaintance rape, domestic violence, sexual assault, and stalking. These programs will include a statement that the institution prohibits those offenses; the definition of domestic violence, dating violence, sexual assault and stalking in the applicable jurisdiction; the definition of consent for sexual offenses in the applicable jurisdiction; “Safe and positive” options for intervention by bystanders an individual may take to “prevent harm or intervene” in situations; recognition of signs of abusive behavior and instruction on how to avoid potential attacks; information about the institution’s policies and procedures; and ongoing prevention and awareness campaigns for students and faculty throughout the school year.

Northwest Technology Center follows the Clery Act’s anti-retaliation policy that “No officer, employee, or agent of an institution...shall retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities under [the Clery Act].”