

2016

UNIVERSITY OF GREAT FALLS

2016 Annual Security & Fire Safety Report



Fall 2016

Including Statistics for
the 2015 Calendar Year

The 2016 Annual Security Report



Including Statistics for
the 2015 Calendar Year

University of Great Falls

MISSION STATEMENT

As an expression of the teaching mission of Jesus Christ, the mission of the University of Great Falls is to provide students with the opportunity to obtain a liberal education for living and for making a living. The University of Great Falls was founded through the collaborative efforts of the Sisters of Providence, the Ursuline Sisters, the Catholic Bishop of Great Falls and the civic community all of whom recognized societal need for higher education. Its educational mission, sponsored by the Sisters of Providence, continues to be the shared endeavor of dedicated people. The University cooperates with both private and public institutions to attain goals consistent with its educational purpose and values. The University continually and responsibly evaluates its operation and programs. It develops professional and career programs and continuing education courses designed in view of society's present and future needs as well as traditional academic degrees in appropriate fields. The University offers students a foundation for actively implementing Gospel values and the teaching of Jesus within the Catholic tradition; it serves students of all beliefs who wish to take advantage of its programs. The faculty and staff of the University join with students in a cooperative and enthusiastic search for truth, so that students may develop: character - have a positive impact on the world and to the communities in which they live and work, particularly by recognizing and accepting personal accountability to themselves, to society, and to God; competence - further their ability to live full and rewarding lives by becoming competent working members of society who know the basics of their professional field and have access to future learning; commitment - find meaning in life which enables them to participate effectively in society while transcending its limitations, by living according to their moral and religious convictions, as well as respecting the dignity and beliefs of other people.

INTRODUCTION

The University of Great Falls Annual Security Report is submitted in accordance with the Higher Education Opportunity Act of 2008 (HEOA), the amended Higher Education Act of 1965 (HEA), and the Jeanne Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act (also known as the Cleary Act). This report contains changes which were signed into law in March 2013 as the Campus Sexual Violation Elimination Act (Campus SaVE), part of the re-authorization of the Violence Against Women Act (the VAWA). Campus crime, arrest and referral statistics included in this report are prepared in cooperation with the Great Falls Police Department, Campus Safety and the Student Development Office of University of Great Falls. This report may be found in the following locations and formats:

- PFD Format on the University of Great Falls Web Site
- Printed copies will be made available upon request at the Student Development Office
- PFD Format copies will be distributed by e-mail to the entire campus community

CAMPUS SECURITY

The University of Great Falls provides 24-hour security coverage through a contract with Elite Security Services, LLC. Security guards are available on campus at all times and reachable by phone at 406-791-5911. The security office is located in the student center. Daily incident logs are filed with the Dean of Students and the Vice President of Student Development to review for incidents involving safety or conduct issues. The University of Great Falls is also served by the Great Falls Police Department, Great Falls Fire and Emergency services. If you need assistance or escort from building to building please contact Security at the above listed number.

All new students and employees are informed on how to access security services as part of their orientation. Signs and email communication continually inform the campus of changes in security services and serve as a reminders for the entire campus.

Personal Security Tips and Information

The Safety and well-being of every individual on the campus of the University of Great Falls is of the utmost importance. Every member of our campus and residence halls is responsible for being prepared and alert to any type of security situation that may present itself. Please read this informational and be aware of the procedure to follow.

Protect Yourself

College Student and Residence Life staff, Campus Security and Maintenance staff are available to assist you. However, only you can protect yourself by being aware of your surroundings and taking appropriate steps to prevent crime from happening.

Even if you have taken the necessary precautions, you may be a victim of a crime. If that should happen to you, be sure to report the situation immediately to the Campus Security and/or the Great Falls Police Department. **If you feel threatened, call Campus Security 406-791-5911 and/or a Hall Director 406-750-9722.**

If you feel that there may be an area of the campus that is unsafe, please bring that to the attention of Jake Clark (jake.clark@ugf.edu), Sherrie Arey (sherrie.arey@ugf.edu, 406-791-5308) or University of Great Falls Security Staff (406-791-5911)

Protect Your Property

- Personal property (purses, briefcases, calculators, etc.) should never be left unattended. Take such items with you if you are leaving the office, classroom or residence hall room.
- Lock your door whenever you leave your residence hall room or office.
- Always lock your door when sleeping.
- Always lock your car doors.
- Never open the exterior doors of the building to strangers or non-residents.
- Always escort your guests to and from the main entrance doors.
- Protect all valuables in your room or office. Do not leave valuables in plain view.
- Take valuables home with you during vacations.
- You are encouraged to open a savings or checking account rather than allow large sums of money to accumulate in your room or apartment. If you open a checking account, remember the number of the last check written. The theft of a single check can go undetected until a bank statement discloses a forgery.
- Try to park your car in a well-lit area. If there are broken lights contact Security at 406-791-5911

Protect Yourself at Night & Outside

- Avoid walking alone at night. Call Security for an escort if you feel unsafe.
- Refrain from taking shortcuts; walk where there is plenty of light and traffic.
- Be alert to your surroundings. If you suspect you are being followed, run in a different direction, go to the other side of the street and yell for help, or head quickly for a lighted area or group of people.
- Have your keys ready when returning to your residence hall or apartment and keep your personal or valuable items concealed and close to your body.

Help Us Protect You

- Please be vigilant for suspicious persons in and around College buildings and in parking lots. Do not pursue them. Call the Hall Director (406-750-9722) or Campus Security (406-791-5911) if you should enter your room and find a stranger, regardless of the "cover story" supplied.
- Door-to-door soliciting is not permitted in College residence facilities. Violations of this rule should be reported to your hall director immediately.

- Report all thefts and property losses immediately to the Campus Security
- If you see any suspicious activity or people on or near the campus, call or contact any campus administrator. Do not assume that what you observe is an innocent activity or that it has already been reported.
- Do not assume the person is a visitor or College staff member that you have not seen before.

Suspicious People May Be

- Loitering about at unusual hours and locations: running, especially if something of value is being carried.
- Exhibiting unusual mental or physical symptoms. Person(s) could be under the influence of drugs, or otherwise needing medical or psychiatric assistance.
- Carrying property that might be suspicious, depending on the circumstances, going from room to room trying door handles.

Important Safety/Security Reminders

Fire alarm? Leave!

False fire alarms are so common at colleges that some students sleep through them. But leave the building every time the alarm goes off. Your dorm might actually be on fire.

Think before you post

Some students post their schedules on Facebook or tweet when they're heading to class. That tells strangers your valuables are in your room unattended.

Buy a shredder

College students are targets for identity theft because they usually have clean credit records. Shred credit-card offers and other papers with personal information on them.

Trust your instincts

One of the best resources we have to protect ourselves is by following our instinct. If you have a suspicious feeling about someone or something or your surroundings it's always best to trust your instinct and get yourself to safety. Run if you have to. Do not be afraid of looking silly if it turns out that you were running for no reason. In the end it's better to be safe than sorry.

CAMPUS – COMMUNITY COOPERATION

Campus Security and the University of Great Falls maintains a close working relationship with the Great Falls Police Department, Cascade County Sheriff's Department, Great Falls Fire Rescue, state and federal law enforcement agencies and all appropriate elements of the criminal justice system. Assistance and support from these agencies can be obtained immediately

CRIME STATISTICS

The numbers provided in the crime statistics for the University of Great Falls reflect incidents reported to campus security (Security Service), the Physical Plant Director, the Vice President of Student Development, the Vice President for Administration and CFO and the Great Falls Police Department. The statistics reflect incidents on campus, incidents off-campus reported to the University, and incidents involving our students that the Great Falls Police Department report to the University. The University of Great Falls does not have any off-campus locations of student organizations officially recognized by the institution to reflect in the statistics. The Great Falls Police department does not compile or provide data to the University regarding listed crimes that occur in the immediate vicinity of campus boundaries.

Vice President for Student Development, who has oversight for campus security and maintains contact with the Great Falls Police Department, compiles the statistics annually. The crime statistics are posted to the Department of Education website and available to the campus community as required by the law. The Vice President for Student Development is responsible for the distribution of the annual report to both current and prospective students. The data for the previous three calendar years is published annually in this report.

REPORTING INCIDENTS - CAMPUS

University of Great Falls community members are encouraged to report problems, safety or security concerns, crimes, suspected criminal behavior or suspicious activity to the university. While students and employees at the University are encouraged to be responsible for their own security and the security of others, campus security is a function of the Student Development. Security matters will be responded to twenty-four hours per day, seven days per week.

If a crime is observed in progress, security personnel are instructed to notify local law enforcement authorities immediately followed by notification to the appropriate individuals. If someone other than security personnel discovers a crime, it should be reported to security personnel, 791-5911 or the Student Development Office, 791-5308, during all hours on campus. As above, if a crime is observed in progress, local law enforcement authorities should be notified immediately by dialing 911 (on campus 9-911).

Law enforcement at the University of Great Falls, including the main campus, and all Residence Halls is left strictly to local law enforcement authorities. University of Great Falls provides security officers on campus. Security officers patrol the campus by foot and also by vehicle. Questions concerning Security, their employees or services can be referred to the Vice President of Student Development.

FIRST RESPONSE

Student Development, Physical Plant Director and Security staff are the university’s first responders to an incident on campus. Great Falls Police Department is contacted when law enforcement is needed to respond to an incident. Great Falls Police Department dispatches an officer to respond to the incident and to document the nature, time and location of the incident’ and the name, address and phone numbers of the participants and witnesses of the incident. Great Falls Police department provides a yearly report to the Vice President for Student Development of incidents on or off campus either involving UNIVERSITY students or occurring on the property of the university.

**Reporting a Crime
406-791-5911 or 911**

1. Security	406-791-5911
2. Student Development	406-791-5308
3. Residential Life	406-791-5225
4. University Physical Plant Director	406-791-5283, Physical Plant
5. Vice President for Student Development	406-791-5309, Student Center, 2nd Floor
6. Guidance Counselor	406-791-5223
7. Great Falls Police Department	406-771-1180 (non-emergency) or 911
8. Title IX Coordinator & Vice President for Student Development	406-791-5309, Student Center, 2nd Floor
9. Rape Crisis Line	406-453-4357 (HELP) or 1-888-587-0199

If a crime or other incident is suspected, a specific incident report should be filled out by the observing person, a University staff member, or by security personnel who will note the incident in their daily log. Incident and/or Accident Report forms are available in the Student Development Office and Security Office. Copies of logs and incident reports are filed in the Office of the Vice President for Student Development (791-5309) and/or the Office of the Vice President for Finance and Human Resources (791-5307).

CAMPUS PHONES FOR EMERGENCY CALLS (dial 9-911)

Inside: Sullivan Hall (middle of first floor)
Emilie Hall (first floor by main entrance)
McLaughlin Center (in foyer)
Theater (in foyer)
Science Building (inquire of a staff member)
Chapel (in hallway behind side door)
Founders Room (in foyer)
Providence Hall (in foyer)
Student Center (Student Development Office and Grandma Rice Retention Center Desk)

AMERICANS WITH DISABILITIES ACT – Students with Disabilities

The University of Great Falls is committed to making its programs, services, and activities accessible to persons with disabilities. Toward this end, we strive to enhance awareness of and sensitivity to the needs of persons with disabilities and to ensure full access to educational opportunity for persons with disabilities as required under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990.

Disability Law – Title V of the Rehabilitation Act of 1973 is generally regarded as the first civil rights legislation for persons with disabilities on the national level. Included within the various sections of that Title are mandates for nondiscrimination in federal agencies (Section 501), the establishment of the Architectural and Transportation Barriers Compliance Boards (Section 502), and nondiscrimination on the basis of disability with regard to employment in entities and institutions that receive federal financial assistance. Of direct importance for the purpose of this guide is the mandate known as Section 504, which is a program access statute.

Section 504 requires that no otherwise qualified person with a disability be subjected to discrimination, be denied access to, or be denied the benefits of any program or activity provided by any institution or entity receiving federal financial assistance. Since its passage, this mandate has promoted the development of disability support services programs in colleges and universities across the country. While Section 504 does not require that colleges and universities develop special education programming for disabled students, it does require that an institution be prepared to make appropriate academic adjustments and reasonable modifications to policies and practices in order to allow the full participation of students with disabilities in the same programs and activities available to non-disabled students.

The American Disabilities Act (ADA) Under the Rehabilitation of Act of 1973, government agencies and recipients of federal funds (such as the University of Great Falls) were prohibited from discriminating on the basis of disability. With the passage of the Americans with Disabilities Act (ADA) in 1990, a much more inclusive piece of legislation, that prohibition was extended to include the private sector. ADA requires that postsecondary institutions make appropriate adjustments and modifications in order to allow full participation of students with disabilities.

Definition of Disability According to Section 3 of the Americans with Disabilities Act of 1990 (ADA), the term “disability” means, with respect to an individual:

- a. having a physical or mental impairment that substantially limits one or more of the major life activities of such individual;
- b. having a record of such an impairment; or
- c. being regarded as having such an impairment

ACCOMMODATIONS AND SERVICES AVAILABLE

- Admissions and Registration Assistance.
- Advice and Advocacy.
- Adaptive Equipment.
- Note-taking Assistance. Note-taking is an accommodation that allows a student with a qualifying disability to acquire lecture notes from a classmate who volunteers to provide assistance. A student may need note-taking assistance because of a cognitive or a physical impairment. The note-taking accommodation is not a replacement for class attendance. Except in rare and unusual cases, students with disabilities who fail to attend do not have the right to lecture notes. If the student receiving notes withdraws from class, he/she must inform the University of Great Falls – Center for Academic Excellence immediately. If the student receiving notes has problems with the note-taker or with the notes, he/she must tell a member of the University of Great Falls – Center for Academic Excellence as soon as possible, so the problem can be corrected.
- Extended Testing Time. The University of Great Falls shall provide extended time on exams to qualified students with disabilities, based upon the individual needs of the student. Extended time will be granted in a manner that does not discriminate against the student on the basis of disability. When extended time is warranted, the minimum and most common extension will be made on a case-by-case basis, keeping in mind such factors as the specific disability involved, other accommodations being provided, and the type of test being administered.
- Sign Language Interpreters. Deaf and hard of hearing students who require sign language interpreting will be provided with appropriate interpreter services. However, as the University of Great Falls has a very small population of students requiring interpreter services, interpreters are hired on an as-needed basis. Students requiring interpreter services should, therefore, notify Disabled Student Services of their need at least **three (3) months before beginning classes** at the University of Great Falls. This will provide enough lead time to assure that services are in place on the first day of classes.
- If You Are Absent. If you are unable to attend class or an event for which you requested an interpreter, please notify the University of Great Falls Student Services Office – 791-5308 or the Center for Academic Excellence Office – 791-5224 as soon as possible.
- Taped Textbooks. Students with reading disorders and some with physical impairments may be unable to derive full benefit from printed materials. In an effort to provide full access to such materials, the University of Great Falls and the Center for Academic Excellence acquires taped textbooks for these students from Recordings for the Blind and Dyslexic (RFB&D) or employs readers to tape books that are unavailable from this organization.
- Testing Accommodations. Testing accommodations (i.e., oral, extended time)

EVENTS POLICY

Recognized organizations may sponsor various social activities in University facilities. An events form should be completed/submitted and approved by the Vice President for Student Development at least two weeks prior to the date of the event. The use of campus facilities must be coordinated with the Student Development Office. The University of Great Falls' Substance Abuse Policy and facility regulations must be followed at all events.

FIREARMS/WEAPONS POLICY

No firearms are allowed in university housing or on other campus property. Weapons of any kind, including firearms, ammunition, bows, arrows, knives or objects used as weapons are not permitted in the residence halls or apartments. Possessing weapons may result in immediate suspension from the university. (Revised 7/2004)

ACCESS TO CAMPUS STATEMENT

During business hours the University of Great Falls (excluding certain housing facilities) will open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to all facilities is by key, if issued, or by admittance via Security Services or residence life staff. Residence halls are secured 24 hours a day. Campus grounds are open to the public but any non-student, staff member or guest may be prohibited from campus at any time and is not subject to the disciplinary process described in the student handbook.

HOUSING POLICY - Residential Life and Meal Requirements

Residential Life is designed to facilitate a safe, healthy, and enjoyable living/learning environment that promotes the spiritual, social and academic well-being of all residents within the context of the University of Great Falls Mission Statement. Each resident is expected to learn to accept and share the responsibilities of living with others and to develop the skills of cooperation and communication.

Residence Hall Eligibility and Requirements: To be eligible for University's Housing, the student must be enrolled full-time, or with approval as a part-time student, for the upcoming academic semester. Any student who leaves the University due to either disciplinary reasons or an official leave of absence shall be required to vacate the room and remove all personal property within twenty-four hours of such action being taken, or immediately if circumstances dictate. The University does not have established graduate, married, or family housing options. All unmarried students under the age of 21, including transfers, are required to live on campus for 2 academic years. All unmarried student athletes are required to live on campus for 3 academic years and are encouraged to live on campus for all 4 years. All unmarried athlete transfer students are required to live in campus housing for a minimum of 2 academic years. Failure to live on campus for the stated times may result in loss of athletic scholarships. Requests for exception to this policy must be filed in writing to the Residential Life Office and should be made prior to housing assignments. All students are required to make a housing damage deposit which is refunded (if no damages are occurred) upon leaving community living.

Exceptions may include: Student living with parents, legal guardian, or immediate relative; Student who has valid reasons with supporting professional documentation may be allowed to live off campus.

IMMUNIZATION POLICY

According to the Montana immunization law (MCA 20-5-401 through 410), students must meet the following requirements before they will be permitted to register at the University of Great Falls or any other post-secondary school in Montana. Students, who were born after December 31, 1956, must show proof of two measles and one rubella vaccination.

The measles vaccinations must have been administered after December 31, 1969. The following students are exempt from the regulation:

1. Students who are enrolled in less than 6 credits.
2. Students who are registered exclusively in Telecom or Telecom Home Study courses and do not attend any classes on campus.
3. Students who qualify for religious or medical exemptions based on criteria or listed in MCA 20-5-401-410.

If a student in one of the above categories changes his/her status, the student must submit proof of immunization at the time of his/her status change. Immunization may be shown by the written record of a physician, health agency,

or a school record. Immunization against measles and rubella can also be shown by a written physician's record of diagnosis of the disease. Proper evidence or documentation of such immunization must be presented before a student will be permitted to register for classes. Exemption to this policy can be made only with a statement from a physician or with the form filed when requesting religious exemption.

MISSING STUDENT POLICY

Higher Education Act Reauthorization with Higher Education Opportunity Act – 2008

Section 485(j) requires all institutions of Higher Education that participate in any Title IV program and provide on-campus housing to students to establish both a Missing Student

Notification Policy and Official Notification procedure for handling missing persons that apply to missing students reports of student who reside on campus.

Missing student policy is defined as any currently registered student of University of Great Falls who has not been seen by friends, family members or associates for 24 hours, and whose whereabouts have been questioned and brought to the attention of a member of the University staff. The University will initiate an investigation when notified that a student; who resides in a campus residence hall, is missing, with no reasonable explanation for his/her absence. The investigation will include gathering of all information including: discussions with friends and roommate, meal card use around campus, review campus surveillance footage, use of social networking sites if possible, and contacting them by phone or text.

In the event of a missing student residing on campus, the Vice President for Student Development or a designee will notify the designated contacts regarding the situation. In the event the student does not reside in University housing, the appropriate local police authorities will be notified by Campus Police and an investigation will be initiated.

Each fall, new and continuing students will be provided with an opportunity to denote the confidential contact person. If a student has not reached their 18th birthday at the time they are reported missing for 24 hours, then the student's custodial parent or guardian will be notified by the University.

OPEN FIRE POLICY

Campfires, bonfires, and trash disposal fires are not permitted on campus or in the city without a written burning permit issued by the City of Great Falls Fire Department. A copy of the fire permit should be submitted with an event form to the Office of Student Development at least one week prior to the event.

PARENTAL NOTIFICATION

The Family Educational Rights and Privacy Act (FERPA) permits colleges and universities, as of 1998, to inform the parents or guardians of students under 21 years of age when their student has been found in violation of the University alcohol and drug policy. In accordance with the 1998 amendment University of Great Falls may notify the parents of students under 21 years of age found to commit such violations. Should a student be in this situation, parents may be contacted by the Dean of Students indicating the violation and disciplinary sanction. Serious violations of the University's alcohol and drug policy may result in referral to an agency or professional outside the University for assessment, counseling and basic intervention. Questions regarding this policy should be directed to the Student Development Office.

PARKING OF MOTOR VEHICLES POLICY

The University of Great Falls makes available to students the use of four on-campus parking areas. Students may not park cars in reserved areas (marked by yellow curbing), handicapped areas, roadways, or service areas. All areas other than the four major lots are restricted. Authorization to park in a restricted area must be obtained from

the Physical Plant Director and vehicles parked illegally may be issued citations. Students residing in campus housing are required to register their vehicle(s) with Residential Life.

POSTER POLICY

Posters, announcements, flyers, and advertisements for outside events, materials promoting or advertising fundraising, goods, or services may be posted on campus bulletin boards or placed in non-work areas only with the permission/approval of the Student Development Office. A list of regulations and facility specifications can be obtained from the Student Development Office. Misplaced signs and signs without proper approval will be removed. "Official University Notices" may be posted in all areas except on entry doors. Flyers and brochures cannot be distributed on cars, windows, or in parking areas.

POLITICAL CAMPAIGN POLICY

On campus distribution of promotional campaign literature for political candidates (by University employees, students, or others) is prohibited. The University of Great Falls has tax-exempt status due to its affiliation with the Catholic Church. Catholic organizations may not provide financial or other forms of campaign support to any candidate, political action committee, or political party; they may not provide political endorsements or non-endorsements; and are prohibited from distributing materials such as voter guides, candidate questionnaires and various forms of voter education materials prepared by other organizations.

SEXUAL MISCONDUCT AND HARASSMENT

Discrimination or harassment of any kind in regards to a person's sex or gender is not tolerated by the University of Great Falls. Discrimination and harassment include sexual misconduct (sexual harassment, non-consensual sexual contact, non-consensual sexual intercourse, and sexual exploitation), domestic violence, dating violence, stalking, or other forms of sexual violence or sex or gender-based harassment, and is a violation of this policy and will not be tolerated by the University. Furthermore, the University forbids retaliation and/or any form of harassment against an individual as a result of filing a good faith complaint of discrimination or harassment or participating in an investigation of a complaint of discrimination or harassment.

This policy applies to all applicants, students, faculty, staff, and third parties. If you believe you have been subjected to sexual misconduct, you may report such conduct or file a complaint with the Title IX Coordinator.

Sexual misconduct committed on property owned or rented by University of Great Falls or in a context directly related to the University on or off campus, by a student, faculty member, or staff member against any student, faculty member, staff member, or third party is prohibited and will not be tolerated. The University has an obligation to investigate and address complaints or reports of sex or gender discrimination, including sexual misconduct, whenever it becomes aware of such a complaint or report regardless of how the information was brought to the University's attention or the extent to which the complainant (i.e., an individual who has been subjected to prohibited conduct, according to the complaint or report) wishes to participate or be involved. All individuals have access to confidential resources that they may use for support and guidance without initiating University action. When the University has notice of an occurrence of sexual misconduct, the University is compelled to take immediate and effective corrective action reasonably calculated to stop the misconduct, prevent its recurrence, and as appropriate, remedy its effects.

Notice of Non-discrimination

The University of Great Fall, mindful of its mission to be a witness to the love of Christ for all, admits students of any race, color, religion, sexual orientation, and national or ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students at the University. The University does not discriminate on the basis of race, color, religion, sexual orientation, national or ethnic origin.

This policy applies to all applicants, students, faculty, staff, and third parties. Furthermore, the University forbids retaliation and/or any form of harassment against an individual as a result of filing a complaint of discrimination or harassment or as a result of participating in an investigation of a complaint of discrimination or harassment.

The Vice President for Finance and Human Resources has been designated to handle discrimination or harassment inquiries regarding the non-discrimination policy:

Stacey Eve
Vice President for Finance and Human Resources
Office of Finance and Human Resources
Administration Building
(406) 791-5307
Stacey.Eve@ugf.edu

Jacob D Sutton
Director of Human Resources
University of Great Falls
Jacob.sutton@ugf.edu
Office: (406) 791-5976

Title IX of the Educational Amendments of 1972 provides that “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.”

The Title IX Coordinator has been designated to handle sex or gender-based inquiries regarding the non-discrimination policy:

Title IX Coordinator
Sherrie Arey
Vice President for Student Development
Office of Finance and Human Resources
Student Center
(406) 791-5309
Sherrie.arey@ugf.edu

Resources for Help

University of Great Falls urges persons who believe they have been victims/survivors of sexual violence to engage on-campus procedures to address their situation and/or to pursue criminal charges against the person or persons they believe to have committed the assault. Victims are strongly encouraged to speak with someone on campus, regardless of their choices with respect to criminal or civil law, so as to ensure they receive the necessary support. Retaliation against an individual who brings a good faith complaint, participates in an investigation, or pursues a criminal charge is prohibited, and will not be tolerated.

Immediate On-Campus Help:

(*Denotes privileged communication, protected and confidential by law)

Title IX Coordinator

Sherrie Arey
Vice President for Student Development
Student Development Office
Student Center
(406) 791-5309
Sherrie.arey@ugf.edu

Deputy Coordinators

Stacey Eve
Vice President for Finance and Human Resources
Office of Finance and Human Resources
Administration Building
(406) 791-5307
Stacey.Eve@ugf.edu

Dave Gantt
Vice President for Athletics
Athletics Office
McLaughlin Memorial Center
(406) 791-5926
Dave.gantt@ugf.edu

Campus Security

Student Center – Bookstore
406-791-5911

Brad Beffert

Head Athletic Trainer – McLaughlin Center
406-791-5923

Linda Fagenstrom

Student Development Guidance Counselor
Student Center, Rm 210
406-791-5223

Campus Chaplain*

Father Dave Wilkins
Student Center, Rm 211
406-791-5321

Student Health Center*

Laurie Glover, Family Nurse Practitioner
Student Center, Rm 201
406-791-5231

Immediate Off-Campus Help:

Law Enforcement:

Great Falls Police Department
112 1st Street South
Emergency 911
Non-Emergency 406-727-7688

Cascade County Sheriff's Department
Ulm North Frontage Road
406-454-6820

Medical Care:

Benefis Healthcare Emergency Room
1100 26th Street South
406-455-5200

Counseling:

YWCA
2nd Street North
406-452-1315

Crisis and Support Resources

Victim-Witness Assistance Services
112 1st Street South
406-771-1180

Voices of Hope – Great Falls
915 1st Ave South
406-268-1330
Local Hotline 24/7 406-453-4357
Hotline 800-784-2433

National Sexual Assault Hotline
1-800-656-HOPE (4673)
1-800-799-7233 Domestic Violence

Preserving Evidence when possible

Evidence of a sexual assault and the perpetrator's identity may be left on the victim's body, clothing and belongings. Therefore, do not wash in any way until you have been examined. Any clothing removed should be placed in a paper bag and taken with the victim. Special nurses are available at the emergency room to assist the victim and guide her/him through the exam. Sexual assault advocates from Voices of Hope are available 24/7 to come to the hospital. Evidence may deteriorate with time, so victims are encouraged to seek an exam as quickly as possible.

Reporting

There are several ways to speak with someone, report an incident, or seek additional information, support, and resources. Different people on campus have different reporting responsibilities and different abilities to

maintain confidentiality. Privacy is a priority for all and the following list provides reporting options as well as how confidentiality applies to each entity.

Title IX Coordinator: Pursuant to Title IX of the Education Amendments of 1972, University of Great Falls' Title IX Coordinator is the designated agent of the University with primary responsibility for coordinating the University's Title IX compliance efforts. The Title IX Coordinator's responsibilities are critical to the development, implementation, and monitoring of meaningful efforts to comply with Title IX legislation, regulation, and case law. The Title IX Coordinator oversees monitoring of University policy in relation to Title IX law developments and is also responsible for implementation of grievance procedures, including notification, investigation and disposition of complaints; provision of educational materials and training for the campus community; conducting and/or coordinating investigations of complaints received pursuant to Title IX; ensuring a fair and neutral process for all parties; and monitoring all other aspects of the University's Title IX compliance, including identifying and addressing any patterns or systemic problems.

Individuals with questions or concerns about Title IX, and/or those who wish to file a complaint of non-compliance or incidence of sexual misconduct, may contact the College's Title IX Coordinator or Deputy Coordinator.

Anyone who has a complaint (regardless of whether the complaint is against a student, staff, faculty, visitor, or otherwise), should feel free to contact the College's Title IX Coordinator or Deputy Coordinator.

Title IX Coordinator

Sherrie Arey
Vice President for Student Development
Student Development Office
Student Center
(406) 791-5309
Sherrie.arey@ugf.edu

Deputy Coordinators

Stacey Eve
Vice President for Finance and Human Resources
Office of Finance and Human Resources
Administration Building
(406) 791-5307
Stacey.Eve@ugf.edu

Dave Gantt
Vice President for Athletics
Athletics Office
McLaughlin Memorial Center
(406) 791-5926
Dave.gantt@ugf.edu

Privileged Communication: Professional health care providers, licensed mental health therapist, and pastoral counselors are not required to report any information concerning an incident without the complainant's permission.

Campus Chaplain

Father Dave Wilkins
Student Center, Rm 211
406-791-5321

Student Health Center*

Laurie Glover, Family Nurse Practitioner
Student Center, Rm 201
406-791-5231

Confidential Disclosures: Non-professional counselors or advocates will report the incident to the Title IX Coordinator; however, they are not required to report personally identifiable information about the reporter/complainant. Reporter/complainant needs to understand that not providing identity information may prohibit the University from conducting an investigation and pursuing any appropriate disciplinary action. Non-professional counselors or advocates may be identified from the faculty and staff on campus who have been prepared and trained for such roles.

Responsible Employees: All University employees are considered *responsible employees* and have an obligation to report any knowledge of a sexual misconduct incident to the Title IX Coordinator(s). These employees cannot guarantee confidentiality due to University of Great Falls' responsibility to provide a safe campus environment. Reports made to Campus Security will also be reported to the Title IX Coordinator. University of Great Falls follows proper [appropriate] confidentiality protocol as it pertains to reporting obligations under the Clery Act.

Examples of Responsible Employees: Faculty, staff, coaches, campus security, hall directors, graduate assistants, and resident assistants.

Questions regarding Title IX may also be referred to the United States Department of Education's Office for Civil Rights. Individuals experiencing harassment or discrimination also always have the right to file a formal grievance with government authorities:

Seattle Office for Civil Rights

Central Building
810 3rd Avenue
Suite 750
Seattle, WA 98104-1627
Phone: 206-684-4500, TTY: 206-684-4503, Fax: 206-684-0332
Website: <http://www.seattle.gov/civilrights/>

Sexual Misconduct and Other Important Definitions

University of Great Falls reaffirms its commitment to a campus community free from sexual misconduct in all of its forms. This commitment involves continuing efforts to eliminate all forms of harassment, sexual misconduct, and interpersonal violence. These efforts include education and preventative programming, personnel training, establishment of procedures which ensure the protection of individual rights, and resources for those who believe they have experienced such behavior. Sexual misconduct may occur across a broad spectrum and between persons of the same or different genders. Unwelcome conduct can involve persons of the same or opposite sex. The University prohibits all variations of sexual misconduct.

The following is a non-exhaustive list of prohibited sexual misconduct, as well as important definitions.

Sexual Harassment includes “sex-based harassment” and “gender-based harassment” and is any unwelcome conduct of a sexual nature, including, but not limited to, unwelcome sexual advances; requests for sexual favors; or other verbal or nonverbal conduct of a sexual nature, including rape, sexual assault, and sexual exploitation. In addition, depending on the facts, dating violence, domestic violence, and stalking may also be forms of sexual harassment.

Unwelcome Conduct is considered “unwelcome” if a person did not request or invite it and considered the conduct to be undesirable or offensive. Unwelcome conduct may take various forms, including name-calling, graphic or written statements (including the use of cell phones or the Internet), or other conduct that may be physically threatening, harmful, or humiliating. Unwelcome conduct does not have to include intent to harm, be directed at a specific target, or involve repeated incidents.

Hostile Environment in this context is sexually harassing conduct that is objectively offensive, and sufficiently severe, persistent or pervasive to deny or limit a person’s ability to participate in or benefit from the University’s services, programs or activities. A hostile environment can be created by anyone involved in the University’s programs or activities. This can include persistent comments or jokes about an individual’s sex; verbal behavior, including insults, remarks, epithets, or derogatory statements; nonverbal behavior, including graffiti, inappropriate physical advances short of physical violence such as repeated and unwanted touching; and assault, including physical violence or the threat of physical violence. The University will work to make a reasonable determination if a hostile environment exists.

Quid Pro Quo Harassment may occur when anyone in a position of power or authority over another uses any academic or supervisory reward to subject such other person to unwanted sexual attention or subject such other person to verbal or physical conduct of a sexual nature. In general, quid pro quo sexual harassment means unwelcome sexual advances, requests for sexual favors, or other verbal and physical conduct of a sexual nature by one in a position of power or influence when:

- Submission by an individual is made either as an explicit or implicit term of condition of employment or of academic standing; or
- Submission to or rejection of such conduct is used as the basis for academic or employment decisions affecting that student or employee.

Sexual Assault involves actual or attempted sexual contact with another person without that person’s consent. Sexual assault includes, but is not limited to;

- Intentional touching of another person’s intimate parts without that person’s consent; or
- Other intentional sexual contact with another person without that person’s consent; or
- Coercing, forcing, or attempting to coerce or force a person to touch another person’s intimate parts without that person’s consent; or
- Rape, which consists of 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.

Sexual assault can be committed by persons of the same sex as well as those of the opposite sex. Students, faculty members and staff members should understand that forced or unwanted sexual intercourse or sexual contact (as defined above), whether it involves a stranger or an acquaintance, is sexual assault.

Non-Consensual Sexual Contact is any intentional sexual touching, however slight, with any object, by a man or a woman upon a man or a woman that is without consent and/or by force. Sexual contact includes: intentional contact with the breasts, buttock, groin, or genitals, or making another touch you or themselves with or on any of these body parts; or any other intentional bodily contact in a sexual manner.

Non-Consensual Sexual Intercourse is any sexual intercourse however slight, with any object, by a man or woman upon a man or a woman that is without consent and or by force. Intercourse includes: vaginal penetration by a penis, object, tongue or finger, anal penetration by a penis, object, tongue, or finger, and oral copulation (mouth to genital contact or genital to mouth contact), no matter how slight the penetration or contact.

Sexual Exploitation and Intimidation occurs when a person takes sexual advantage of another person for the benefit of anyone other than that person without that person's consent. Examples could include prostitution, recording and/or distributing and/or viewing of images/audio of another person without their consent, and voyeurism. Anyone who engages in a sexual relationship with a person over whom he or she has any degree of power or authority must understand that the validity of the consent involved can and may be questioned. Students, faculty members and staff members should understand that apparently consensual sexual relationships, particularly those between individuals of unequal status, may be (or may become) a violation of this policy.

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his/her safety or the safety of others or suffer substantial emotional distress.

Domestic and Intimate Partner Violence is 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, or by 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 state.

Dating Violence is violence committed by a person who is or has been in a social relationship of a romantic nature or intimate nature with the victim; and whereas 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, and the frequency of interaction between the persons involved in the relationship.

Guidance related to sexual misconduct

The expectations of our community regarding sexual misconduct can be summarized as follows: In order for individuals to engage in sexual activity of any type with each other, there must be clear, knowing and voluntary consent prior to and during sexual activity. Consent is sexual permission. Consent can be given by word or action, but non-verbal consent is not as clear as talking about what you want sexually and what you don't. Consent to some form of sexual activity cannot be automatically taken as consent to any other form of sexual activity. Silence – without actions demonstrating permission – cannot be assumed to show consent. Because alcohol or other drug use can place the capacity to consent in question, sober sex is less likely to raise such questions. When alcohol or other drug are being used, a person will be considered unable to give valid consent if they cannot fully understand the details of a sexual interaction (who, what, when, where, why, or how) because they lack the capacity to reasonably understand the situation. Individuals who consent to sex must be able to understand what they are doing. Under this policy, "No" always means "No." Anything but a clear, knowing and voluntary consent to any sexual activity is equivalent to a "No." Additionally, there is a difference between seduction and coercion. Coercing someone into sexual activity violates this policy in the same way as physically forcing someone into sex. Coercion happens when someone is unreasonably pressured for sex.

Coercion - unreasonable pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another. When someone makes clear that they do not

want sex, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.

Consent - Knowing, voluntary, and clear permission to engage in sexual activity or contact. Each party is responsible for making certain consent is given and continued throughout the encounter. A person can withdraw consent at any time, through words or actions. Silence or absence of resistance does not constitute consent. Past consent does not confirm future consent, consent to specific activity does not imply consent to other activity, and consent with one person does not constitute consent with another person. Current or past relationships do not sufficiently constitute consent. Consent cannot be given if force or threat of force has been used to coerce sexual activity or if a party is incapacitated.

Incapacitation - A person is mentally or physically incapacitated when that person lacks the ability to make or act on considered decisions to engage in sexual activity. Such reasons for incapacitation include the use of drugs or alcohol either voluntarily or involuntarily, being asleep or unconscious, or having an intellectual or other disability that prevents a party from having the capacity to consent. Engaging in sexual activity with a person whom you know – or reasonably should know – to be incapacitated constitutes sexual misconduct.

Force – Force is the use of physical violence and/or imposing on someone physically to gain sexual access. Force also includes threats, intimidation (implied threats) and coercion that overcome resistance or produce consent. Example: “Threat: Have sex with me or I’ll hit you.” Response: “Okay, don’t hit me. I’ll do what you want.”

False Accusations - A false complaint of sexual misconduct under Title IX can place permanent stigma on a member of the University community, regardless of the outcome of an investigation. Therefore, false accusations are prohibited and are violations of University policy. The University reserves the right to redress any complaint, accusation, or testimony found through an investigation to be brought in bad faith or knowingly false through appropriate University protocol. This provision does not apply to reports made in good faith, even if the allegations in the report are not substantiated through an investigation.

Retaliation - Defined as any adverse action taken against a person either bringing a complaint of misconduct or accused of misconduct. Retaliation could include, but is not limited to, threats, intimidation, coercion or discriminatory action. Retaliation against an individual who brings a good faith complaint, participates in an investigation, or pursues a criminal charge is prohibited, and will not be tolerated. Retaliation against those accused of sexual misconduct is also prohibited.

Confidentiality

The University is committed to protecting the privacy of any individual(s) involved in allegations of sexual misconduct. Should a reporter/complainant choose to make a report or a formal complaint, investigations of sexual misconduct are done so with respect for privacy. Every effort will be made to retain and protect the privacy interests of all individuals involved in a manner consistent with the need for a thorough review of allegation(s). Names and details of the incident will not be shared with anyone outside of the investigative effort, hearing process, and those who must know in order to assist in the review, investigation or resolution of a report. If the complainant requests confidentiality, the Title IX Coordinator will weigh the request for confidentiality or no investigation against the University’s ability to conduct an investigation without revealing identifiable information, the seriousness of the alleged conduct, and the threat to the University community.

It is important to remember when sharing an incident that different employees have different responsibilities regarding confidentiality. Some employees are required to report all details of an incident (including the identities of both the complainant and the alleged perpetrator) to the Title IX Coordinator. A report to these employees (called “responsible employees”) constitutes a formal report to the University and generally obligates

the University to investigate the incident and take appropriate steps to address the situation. A “responsible employee” is a University employee who has the duty to report incidents of sexual violence or other student misconduct, or who a student could reasonably believe has this authority or duty. Accordingly, the University cannot guarantee confidentiality under all circumstances.

Bill of Rights for student participants (respondent/complainant)

The United States Congress enacted the "Campus Sexual Assault Victims' Bill of Rights" in 1992 as a part of the Higher Education Amendments of 1992 (Public Law: 102-325, section 486(c)). This law requires that all colleges and universities (both public and private) participating in federal student aid programs afford participants in sexual assault proceedings certain basic rights. It also requires the school to notify students of their option to report their assault to the proper law enforcement authorities.

In situations of sexual misconduct participants have the right to:

- **A safe environment** - The University takes seriously the safety of individual students as well as the entire campus community and will pursue whatever means it deems necessary and feasible to provide a safe environment with respect to the rights and well-being of all students. Such accommodations may include, but are not limited to, no contact directives, change in class schedules, or change in living arrangements.
- **Resources and Support** - All parties have the opportunity to have others present for support and consultation and access to campus support services, including, but not limited to, Student Development, Health Services, and identified advocates.
- **Fairness** - The University will investigate and adjudicate violations of this policy in a timely and impartial manner. All involved will be taken seriously and treated with respect and dignity. Both parties shall be informed of the outcome of any disciplinary proceeding in a timely manner and as close to the same time as possible.
- **Options for reporting** - Students shall be informed of their options to notify proper law enforcement.
- **Privacy** - The investigative process is closed and handled with all confidentiality in mind. Any documents or written statements by both parties are protected by the Family Educational Rights and Privacy Act.
- **Freedom from retaliation** - Any retaliation or intimidation of those involved in a misconduct incident, be it those bringing a complaint, those accused, or those participating in a process, are prohibited and will not be tolerated by the University.

Procedures for Resolution (Investigation and Adjudication Process)

All members of the University of Great Falls community, including students, faculty and staff, have a duty to report violations of this policy where individuals know, or should have known, of an accusation or action which violates University policy, and must notify the Title IX Coordinator of such violations promptly.

All members of the University community are expected to cooperate fully with any investigation of discrimination or harassment. All employees are expected to ensure that complaints and about discrimination, harassment, or retaliation are directed to the appropriate administrative office for evaluation and investigation. The University is committed to conducting an inquiry that is thorough, prompt and impartial. Most allegations of student on student misconduct within the University of Great Falls community will proceed through the

disciplinary process set forth under the University Code of Student Conduct. Other allegations will be directed by the Title IX Coordinator to the appropriate resolution body for policy implementation.

For matters associated with a complaint being made that alleges a possible violation of the University of Great Falls Sexual Misconduct Policy the following terms shall apply:

Reporter/complainant participant: In this process, the person reporting a possible violation of the policy and/or complaint is referred to as the reporter/complainant.

Responder participant: In this process, the person who is alleged to have violated University policy is referred to as the responding participant.

Reporting a complaint

A student who wishes to make a report of sexual misconduct is encouraged to inform the Title IX Coordinator. To the extent possible, a report should be written and include details of the sexual misconduct, name of the accused, the date, and location. Any other relevant and supporting information should be submitted as well. In every report of sexual misconduct, the University will conduct an initial Title IX assessment. At the conclusion of the assessment, the report will be referred for either a remedies-based resolution or investigation to determine if there is sufficient information to proceed with judicial resolution. A remedies-based resolution does not involve disciplinary action against a respondent. Student conduct resolution is a sanctions-based approach that may involve discipline up to and including expulsion.

Intake Interview and Initial Assessment

Upon receipt of a report the Title IX Coordinator or his/her designee, will have intake interview with the reporter/complainant as soon as possible, usually within one week, but not later than thirty (30) days after receipt. The purpose of the preliminary meeting is to gain basic understanding of the nature and circumstances of the report; it is not intended to be a full investigation. At this meeting, the reporter/complainant will be provided with information about resources, procedural options, and interim remedies.

The initial review will proceed to the point where a reasonable assessment of the safety of the individual and of the campus community can be made. Thereafter, an investigation may continue depending on a variety of factors, such as the reporter/complainant wish to pursue disciplinary action, the risk posed to any individual or the campus community by not proceeding and the nature of the allegation.

In the course of this assessment, the University will consider the interest of the reporter/complainant and his/her expressed preference for the manner for resolution. Where possible [appropriate] and as warranted by a review of the facts and circumstances, the University will seek action consistent with reporter/complainant's request.

Where a reporter/complainant requests that a name or other identifiable information not be shared with the respondent or that no formal action be taken, the University will balance this request with its dual obligations to provide a safe and non-discriminatory environment for all University community members. The University also will consider its responsibility to afford a respondent fundamental fairness by providing notice and an opportunity to respond before action is taken against him/her.

Should the reporter/complainant not wish to proceed with an investigation or judicial resolution, the Title IX Coordinator in consultation with the Vice President for Student Development, will determine, based on the available information, including any investigative report, whether the investigation or the judicial resolution proceedings should none the less go forward.

In making such a determination the University will consider among other factors the following:

- whether the reporter/complainant has requested confidentiality;
- whether he/she wants to participate in the investigation or judicial hearing;
- the severity and impact of the sexual misconduct;
- the respective ages of the participants;
- whether the reporter/complainant is a minor under the age of 18;
- whether the respondent has admitted to the sexual misconduct;
- whether the respondent has a pattern of committing sexual misconduct;
- the existence of independent evidence; and
- and the extent of prior remedial methods taken with the respondent.

The University will take all reasonable steps to investigate and respond to the complaint consistent with a request for confidentiality or request not to pursue an investigation, but its ability to do so may be limited, based on the nature of the request by the reporter/complainant. The University will assess any barriers to proceeding, including retaliation. Participants will be informed of the University's chosen course of action.

Following the initial assessment with the reporter/complainant, and considering requests to date, the Title IX coordinator will meet with the student, alleged to have violated University policy—the respondent. The respondent is welcome to bring a support person/advisor with him/her to the meeting. At this meeting the Title IX coordinator or designee will provide respondent with information about the complaint. The respondent will be told his/her rights and responsibilities, warned against retaliation, and review the adjudication process. Prior to receiving the written information about the complaint, the respondent will be required to acknowledge his/her commitment to confidentiality and non-retaliation, essentially, agreeing not to disclose or discuss anything relating to the complaint with anyone other than those authorized to see/hear such information under the process. Respondent will also agree to refrain from retaliatory conduct against the reporter/complainant or others connected to the matter and may be held responsible for any retaliation by persons affiliated with him/her.

Cooperation with Law Enforcement

The University will comply with law enforcement requests for cooperation, and such cooperation may require the University to temporarily suspend the fact-finding aspect of an investigation while the law enforcement agency is in the process of gathering evidence. The University will promptly resume its investigation once Law Enforcement has completed gathering evidence. The University will implement appropriate interim steps to provide for the safety of the complainant and the campus community, and the avoidance of retaliation. It should be noted that the University will not wait for the conclusion of a criminal investigation or criminal proceeding to complete our own investigation.

Interim Measures

Upon receipt of a complaint, and continuing through to the release of a final outcome, the University has a duty to protect the complainant as well as the student body from potential further harassment and/or sexual misconduct. Therefore, the University may initiate interim or temporary measures. Such measures are intended to reduce further contact between the participants, to ensure the safety of all involved, and to address concerns that may create a hostile environment. Interim measures and remedies will vary based on the facts of a particular case.

Examples of possible interim measures could include, but are not be limited to:

- administrative no-contact or “stay away” orders;
- academic accommodation and support;
- change in residential living arrangement, extracurricular activities, dining area access, work situation, and transportation on and off campus;

- counseling and health services; and
- increased monitoring, supervision and/or security.

An interim suspension of the respondent from the campus (e.g., residence halls, classes, other activities, etc.) will be enacted should there be a demonstrated threat to the health and safety of others involved and/or the normal operations of the University. Such determinations will be made by the Title IX Coordinator in consultation with the Vice President for Student Development and other University personnel as appropriate.

Fact-Finding Investigation

Upon receipt of initial statements from the participants, the Title IX coordinator will review the information with the Vice President for Student Development. Where the review indicates possible disciplinary action may be appropriate, the Title IX coordinator or a trained designee will conduct the fact-finding investigation process. The investigation is designed to provide fair, reliable gathering of facts. The investigation will be thorough, impartial, and fair, and all individuals will be treated with appropriate sensitivity and respect. The process will be conducted in a manner that is respectful of individual privacy concerns.

Generally speaking an investigation and adjudication should take fewer than 60 calendar days following receipt of the complaint. This may not be practicable in every investigation and may vary depending on the complexity of the investigation and the severity and extent of the misconduct. The investigation process may take longer if there is a parallel criminal investigation or if it occurs at the end of a term.

It is the responsibility of the investigator to gather information relevant to the facts provided by the statements of the participants, to the extent reasonable possible. Such information gathering will include and may not be limited to speaking with the participants and any other individuals who may have relevant information, gathering any available physical or medical evidence, including documents, communications between the participants, and other electronic records as necessary and appropriate as allowed by law. Participants will have an equal opportunity to be heard, submit information, and identify witnesses who may have relevant information.

Upon completion of the fact finding process, the Title IX Coordinator, in consultation with the Vice President for Student Development, will review the report and make a threshold determination as to whether the allegations and investigation provide sufficient evidence that a violation of the sexual misconduct policy could be proven. The Title IX Coordinator, in consultation with the Vice President for Student Development, will determine the appropriate manner of resolution, and if appropriate, pursue either a remedies-based resolution or a judicial resolution. If there is sufficient information for a judicial resolution, the case will be referred to the Vice President for Student Development for resolution within the process for resolving alleged violations of the University of Great Falls Code of Student Conduct. Both participants will be informed of the conclusion(s) made from the investigative report.

Basic expectations for individuals

- University of Great Falls community members are expected to participate in this process and cooperate fully, although efforts will be made where possible to accommodate schedules to reduce the burden of participation on participants and others.
- Unless both participants agree otherwise, participants will not communicate with one another regarding the incident in question, once the process has begun.
- To the extent permitted by law, participants and others will maintain confidentiality of the process. This is not intended to imply that participants involved in the process are prevented from speaking to parents, counselors, other confidantes or from reporting the matter to local authorities.

Options for Resolution

Remedies-Based Resolution - Remedies-based resolution is a non-judicial approach designed to eliminate a hostile environment without taking disciplinary action against a respondent. When enacting a remedies-based resolution, the University will take immediate and corrective action through the imposition of individual and community remedies designed to maximize the reporter/complainant's access to his/her educational and extracurricular activities at the University.

Examples of remedies-based resolution can include, but not be limited to, interim measures as identified, targeted or broad-based educational programming or training, direct communication with the respondent by reporter/complainant, communication with the respondent by the Title IX Coordinator or others, or appropriate forms of restorative justice. Depending on what is chosen, it may be possible for the reporter/complainant to maintain anonymity.

A remedies-based resolution will not be used in instances involving violent behavior, sexual misconduct, and/or sexual assault.

Mediation (informal resolution) - When possible and safe, problematic behavior, conflicts, or misconduct may be resolved through an informal process. Informal resolution procedures are optional and may be used when the University determines that they are appropriate and both parties are agreeable. The reporter/complainant must participate voluntarily and will not be required to work or interact directly with the person alleged to have created the problem. He/she will be able to end the process any time and shall have the right to engage the formal process for resolution. Informal resolution will not be used in situations involving violent behavior and/or sexual assault as defined herein. Such informal resolution may result in a letter/memorandum of understanding between the participants.

Administrative Agreement Option - Following the completion of the fact-finding investigation and prior to the start of any conduct hearing process, the respondent may seek an administrative agreement with the Title IX Coordinator or designee. Such an agreement includes acceptance of responsibility for a violation of the sexual misconduct policy. Once provided, such acceptance cannot be withdrawn or appealed by the respondent. Sanctions will be applied consistent with those set forth in the Code of Student Conduct. Confidentiality and records will be maintained as indicated as well.

Conduct Hearing Process (Sexual Misconduct Hearing) - The hearing is intended to provide a full and fair opportunity for the reporter/complainant and respondent to present their account of events and for the hearing body to determine the facts of the case, make a determination regarding alleged violation of University regulations, and recommend appropriate sanctions, if necessary.

The hearing is closed and is not open to the public. The hearing process is an administrative process conducted in a higher education setting and is not subject to the same standards as courts of law. Rules of evidence found in legal proceedings shall not be applied, nor shall any deviations from these prescribed procedures alone invalidate a decision, unless significant prejudice to a reporter/complainant, respondent, or the University may result.

If a respondent chooses to withdraw from the University prior to end of the semester (defined by the last day of classes) during which a complaint was filed under the Sexual Misconduct Policy, a hold shall be placed on the respondent's records noting "pending disciplinary charges." Should the respondent withdraw after the semester ended, similar action will be initiated. This notation will be removed or changed as appropriate following final resolution of the disciplinary complaint.

A reporter/complainant or respondent may request participation by other suitable means that would not require physical proximity to the other participant. This could include, but not be limited to, partitioning a hearing room or using technology, such as Skype or conference call from an alternative location, to facilitate participation. Any proposed alternative must be reviewed in advance to ensure it is consistent with the goals of ensuring a fair and equitable process. If a participant does not attend a hearing for any non-emergency or non-compelling reason, the hearing may be held in the individual's absence.

All participants involved in the hearing are required to keep the information learned in preparation for the hearing and at the hearing private. Consistent with the Family Education Rights and Privacy Act (FERPA) regulations, the participants, Committee, and other associated persons may not share [keep or distribute] copies of documents. All copies provided must be returned to the University at the conclusion of the hearing as well as any appeals process. Any breach of this duty is subject to disciplinary action by the University.

Hearing Body Findings

Any student found responsible for violating the policy will likely receive a recommended sanction ranging from warning to expulsion, depending on the severity of the incident, and taking into account any previous campus conduct code violations. The conduct body reserves the right to broaden or lessen any range of recommended sanctions in the case of serious mitigating circumstances or egregiously offensive behavior.

Once all the issues regarding the complaint have been fully investigated and adequately addressed, the hearing body will report its decision to the Vice President for Student Development for ratification. A hearing body may find one of the following related to a sexual misconduct complaint:

- A finding that the respondent is responsible for violating the University policy. The hearing body can then recommend additional sanction(s) to the minimum consequences set forth by the University.
- A finding that the respondent is not responsible for violating the University policy as there is insufficient information to substantiate the allegations of the reporter.

Upon final review of the entire process and the information related to the complaint, both the reporter/complainant and the respondent will be notified in writing.

Preponderance of the Evidence

In all procedures involving allegations of violations of this policy the standard of proof shall be "preponderance of the evidence." A preponderance of the evidence means that the information shows that it is "more likely than not" that the accused violated this policy.

Minimum Sanctions

A student who is found responsible of any component of the Sexual Misconduct Policy shall at a minimum be placed on Disciplinary Probation for a minimum of two semesters from the semester in which the violation occurred. Additional consequences may be added to this minimum sanction.

A student who is found responsible for the University's Sexual Misconduct Policy for Sexual Assault or any sexual violence will be suspended from the University for the remainder of academic semester and the next two semesters. Upon re-enrollment (if permitted) the student shall be on probation during the first semester in which he/she returns. Additional consequences may be added to this minimum sanction.

All sanctions take effect immediately and shall remain in force during any appeal.

Appeal Procedure

Either participant may appeal the final determination of the decision in writing to the Vice President for Student Development. The appeal must be filed within seven calendar days of receiving written notification of the outcome. The reporter/complainant and and/or respondent may appeal only the parts of the decision directly relating to them. Dissatisfaction with the outcome of the hearing is not grounds for appeal. The appeal shall consist of a plain, concise, and complete written statement outlining the grounds for the appeal. The burden of proof lies with the participant requesting the appeal, as the original decision is presumed to have been decided reasonably and appropriately. The Vice President for Student Development will inform participants of the appeal. Each participant has an opportunity to respond in writing to an appeal within seven calendar days of being notified.

The limited bases for appeal are as follows:

- To consider new evidence, unavailable during the original hearing or investigation, that could substantially impact the original finding and sanctions. This new evidence and its potential impact must be included.
- A procedural error occurred that had adversely impacted the outcome of the hearing. Such a deviation would be of substantial impact on the fairness and/or outcome.
- The sanction(s) imposed are substantially disproportionate to the severity of the violation or fall outside the range of sanctions established by the University.

The Vice President for Student Development shall consider the merits of an appeal only on the basis of the three grounds for appeal and supporting information provided in the written request and the record of the original hearing. The Vice President for Student Development will communicate the result of the appeal to the participants within 15 calendar days of having received the appeal. Neither the initial hearing officers nor any appeals body or officer will deviate from the range of recommended sanctions unless compelling justification exists to do so.

Records

Findings of responsibility regarding a Sexual Misconduct Policy violation are maintained as part of the student's discipline file that is stored in the Student Development office. Cases involving suspension or expulsion will become a permanent part of the student's record. The file will be maintained in the student file for no fewer than five years after the student departs from the University.

Medical and law schools and some governmental agencies may require disclosure by the University of any student conduct findings. Students who transfer to other schools or participate in off-campus study programs may also be required to provide such information.

MANDATORY REPORTING

Responsible Employees: All University employees and volunteers (defined as individuals having signed such forms in the current academic year) are considered *responsible employees* and have an obligation to report any knowledge of a sexual misconduct incident to the Title IX Coordinator(s). These employees cannot guarantee confidentiality due to University of Great Falls responsibility to provide a safe campus environment. Reports made to Campus Security will also be reported to the Title IX Coordinator. University of Great Falls follows proper confidential protocol as it pertains to reporting obligations under the Clery Act.

SEX OFFENDER REGISTRY

The University of Great Falls is required by the Campus Sex Crimes Prevention Act to notify students and employees of the location of information pertaining to individuals employed or enrolled on campus who have been

convicted of violent sex offenses or criminal offenses against minors. The website address for Montana's sexual and violent offender registry is: <https://app.doj.mt.gov/apps/svow/default.aspx>. A copy is kept on file in the Vice President of Student Development Office and is updated each semester.

PREVENTION AND AWARENESS EFFORTS

The University of Great Falls is committed to the education of its students faculty and staff regarding sexual misconduct. The University has purchased bystander training materials (Take II) which are made available to new students during orientation and the rest of campus throughout the year. In addition the University has invested in a partnership with EVERFI to make Haven, Haven Plus, and Haven for Staff and Faculty available and mandatory for all members of our community. Also the University actively seeks out and provides additional educational events and programming throughout the year via Student Development programming.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The University of Great Falls is committed to providing a safe and secure environment for students, faculty, staff and visitors. The University implemented an emergency communications system, Campus Alerts, to communicate with students, staff and faculty in the case of an emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. The university will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

As the policy director of the University of Great Falls campus, the President has ultimate responsibility for decisions that reference campus evacuation, closures, postponements and resumptions. Designees are appointed by the President. The President is the chief spokesman for the campus. The President or a designed is responsible for initiating the campus alerts emergency notification procedure.

Persons authorized to initiate an emergency alert include:

- Dr. Anthony Aretz, President
- Stacey Eve, Vice President for Finance and Human Resources
- Sherrie Arey, Vice President for Student Development
- Julie Edstrom, Vice President for Enrollment
- Dr. Tim Laurent, Vice President for Academic Affairs

The University tests the emergency response and evacuation procedures randomly through the academic year. Announced lockdown drills are conducted in conjunction with Education students, the Great Falls Police Department and the Great Falls School District. Announced or unannounced fire drills are held in conjunction with the Great Falls Fire Department. Emergency response and evacuation procedures are posted near the exits of all classrooms, offices, and common areas. Documentation of emergency response drills are available in the Office of the President and the Student Development Office.

The University's security contractor, Elite Security, cooperates with the Great Falls Police Department or proper authorities in the case of informing the community of off-campus situations that may warrant an emergency response.

TIMELY WARNINGS

According to the U.S. Department of Education, timely warnings are required in the case of an immediate threat to the health and safety of students or employees occurring on campus or within the vicinity of the University of Great Falls, where it is determined that the incident may pose an ongoing threat.

Such incident may include arson, homicide and robbery. Cases of aggravated assault and sex offenses will be considered on a case-by-case basis, depending on the information/facts known. In addition to crimes against people, timely warnings and emergency alerts are issued for any emergency situation that may cause a threat to the health and safety of the campus community (e.g., active shooter, hostage situation, riot, suspicious package, fire/explosion, weather-related emergencies, threats, environmental hazards, suspicious person/activity, etc.).

Timely warnings are posted on the University’s website www.ugf.edu, and disseminated to faculty, staff and students through the Campus Alerts Emergency Notification System.

As the policy director of the University of Great Falls campus, the President has ultimate responsibility for decisions that reference timely warnings. Designees are appointed by the President. When the President’s Office is notified of an incident, the process of posting and disseminating a timely warning will begin.

ON CAMPUS CRIME STATISTICS

The following statistics, are published in compliance with the federal government’s Right To Know and Campus Security Act of 1990 (Title II of Public Law 101-542), and are provided for your information. The University of Great Falls is required to provide information regarding its security policy and procedures and its crime statistics to all persons. If you have any questions, contact the Office of the Vice President for Student Development at 406-791-5308. The “Reportable Crime” statistics indicate the number of crimes reported in each respective category; the “Other Reportable Crime” statistics are arrest statistics associated with each respective offense. These statistics are calculated on an annual basis and reflect those crimes/arrests that occurred on the University of Great Falls Campus, the Residence Halls, University Lumen Village Apartment complex & Apartments.

(The Great Falls Police department does not compile or provide data to the university regarding listed crimes that occurred in the immediate vicinity of campus boundaries.)

The time period covered by these statistics is January 1 through December 31 for the year(s) listed.

University of Great Falls Crime Report – Yearly Comparison

ANNUAL CAMPUS SECURITY REPORT												
TYPE OF CRIME	Total Crimes Reported			On Campus Non-Residential			On-Campus Residential			Public Property		
	13	14	15	13	14	15	13	14	15	13	14	15
CRIMES REPORTED	13	14	15	13	14	15	13	14	15	13	14	15
Murder/ Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses												
Rape	-	0	3	-	0	0	-	0	1	-	0	0
Fondling	-	0	1	-	0	0	-	0	1	-	0	0
Incest	-	0	0	-	0	0	-	0	0	-	0	0
Statutory Rape	-	0	0	-	0	0	-	0	0	-	0	0
Sex Offenses: Forcible	0	-	-	0	-	-	0	-	-	0	-	-
Sex Offenses: Non-Forcible	0	-	-	0	-	-	0	-	-	0	-	-
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	2	0	2	0	0	0	2	0	2	0	0	0
Burglary	0	0	5	0	0	1	0	0	4	0	0	0
Motor Vehicle Theft	1	1	1	1	1	1	0	0	0	0	0	0

Arson	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes (See below)	0	0	0	0	0	0	0	0	0	0	0	0
VAW Offenses												
Domestic Violence	-	0	0	-	0	0	-	0	0	-	0	0
Dating Violence	-	1	1	-	0	0	-	1	1	-	0	0
Stalking	-	0	0	-	0	0	-	0	0	-	0	0
ARRESTS												
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
DISCIPLINARY ACTION												
Weapons Violations	0	1	0	0	0	0	0	1	0	0	0	0
Drug Law Violations	3	0	7	0	0	0	3	0	7	0	0	0
Liquor Law Violations	12	20	23	0	0	0	12	20	23	0	0	0

HATE CRIMES 2015								
CRIMES REPORTED	Race	Religion	Sexual Orientation	Gender	Gender Identity	Ethnicity	National Origin	Disability
Murder/ Non -Negligent Manslaughter	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Destruction/Damage/Vandalism	0	0	0	0	0	0	0	0

HATE CRIMES 2014								
CRIMES REPORTED	Race	Religion	Sexual Orientation	Gender	Gender Identity	Ethnicity	National Origin	Disability
Murder/ Non -Negligent Manslaughter	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0

Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Destruction/Damage/Vandalism	0	0	0	0	0	0	0	0

HATE CRIMES 2013								
CRIMES REPORTED	Race	Religion	Sexual Orientation	Gender	Gender Identity	Ethnicity	National Origin	Disability
Murder/ Non -Negligent Manslaughter	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0
Sex Offenses - Forcible	0	0	0	0	0	0	0	0
Sex Offenses – Non Forcible	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0

ANNUAL CAMPUS FIRE SUMMARY									
Facility	2013			2014			2015		
	Fires	Injuries	Deaths	Fire	Injuries	Deaths	Fire	Injuries	Deaths
Lumen Villa 9th	0	0	0	0	0	0	0	0	0
Lumen Villa 10th	0	0	0	0	0	0	0	0	0
Emilie	0	0	0	0	0	0	0	0	0
Providence	0	0	0	1	0	0	1	0	0
Sikora	0	0	0	0	0	0	0	0	0
Vancouver	0	0	0	0	0	0	0	0	0

Sister Rita Mudd	0	0	0	0	0	0	0	0	0
St. Ignatius	0	0	0	0	0	0	0	0	0
Wellness House	0	0	0	0	0	0	0	0	0
Montreal	0	0	0	0	0	0	0	0	0
Santiago	0	0	0	0	0	0	0	0	0
St. Vincent DePaul	0	0	0	0	0	0	0	0	0

In order that students and employees are informed about the campus crime and security report, copies of these policies and procedures are distributed to them through e-mail and included in the University of Great Falls Policies and Procedures section of the Student Handbook located www.University.edu. All prospective employees may obtain a copy from Human Resources in the Administration Building or by calling 406-791-5307.

Civil Rights Disability Complaints Policy

The procedure utilized in the investigation of any complaint of Federal or State Civil Rights Law, infringement, harassment, or disability (Section 504 of the Rehabilitation Act of 1973 or the Americans with Disability Act) will be the same as those used for the investigation of a complaint of sexual harassment.

Complaint Procedure for alleged Non-Compliance of Institution

An individual desiring to file a complaint alleging that an institution is not complying with these regulations should contact REGION VIII Acting Director, (303) 844-3677, 1244 Speer Blvd., Suite 310, Denver, CO 80204-3582.

Ombudsperson for Civil Rights & Disability Complaints

The President shall appoint Ombudspersons to assist students or employees of the University of Great Falls who wish to file and have advice in alleged civil rights violations. Where appropriate, a specialist in a particular civil rights area may be appointed. The ombudspersons will be announced by the President on an as needed basis. The Ombudspersons are charged:

1. To monitor the University of Great Falls Affirmative Action Plan itself, and the Human Resources Office for compliance with the plan;
2. To be advisors for those employees or students who wish to press a complaint in respect to Equal Opportunity or Sexual Harassment or Affirmative Action alleged violations by the University or by individuals on civil rights issues.

UNIVERSITY SUBSTANCE ABUSE POLICY

The University of Great Falls, in keeping with its basic mission, requires that its primary response to issues of alcohol and drug abuse must be through educational programs, as well as through intervention, individual counseling and referral services.

The University further recognizes that alcoholism and drug addiction are illnesses that are not easily resolved and may require professional assistance and/or treatment programs. Participation in such programs may be required of an individual as a result of University judiciary proceedings in order to continue at the University.

The University will adhere to strict policies of confidentiality for all participants in drug or alcohol programs as described in University and Federal Regulations covering confidentiality of records.

Montana State Laws prohibit the possession or consumption of alcoholic beverages by persons under the age of 21. The possession, use, or distribution of illegal drugs as defined by federal, state, and local statutes is prohibited.

Students and employees are expected to obey the law. Individuals, who violate the law in addition to being subject to criminal penalties, may be subject to University disciplinary procedures, including suspension or expulsion from the University and termination of employment.

The University may subject individuals to disciplinary action for any acts of misconduct committed even when judgment is impaired due to alcohol or drug abuse.

UNIVERSITY ALCOHOL AND DRUG REGULATIONS

The unlawful sale, purchase, possession, use, manufacture, or distribution of illicit drugs and alcohol by students and employees is prohibited on the University of Great Falls campus, as well as at any University related off-campus activities. Being under the influence of drugs or alcohol on UGF premises or at University related off-campus activities is also prohibited.

The use and distribution of alcohol is permitted at:

(A written request must be submitted to the Vice President for Student Development or their designee at least two weeks prior to the event.)

1. A University event or function sponsored by a University of Great Falls **student** group or organization and authorized by the Vice President for Student Development or Student Services designee.
 - All such authorized events serving alcohol must comply with city and state licensing regulations, alcohol-permitting requirements, provide food and non-alcoholic beverages, and ensure that alcohol is not served to people under the age of 21 years old.
 - The sponsor of the event will provide sufficient security to ensure the safety of participants.
 - Sufficient security will also be provided at all non-alcohol student-related events to ensure that alcohol is not being distributed or consumed. Anyone suspected of alcohol consumption, resulting in a display of inappropriate behavior, will be escorted from the event.

(Note: Events sponsored by non-University or non-Student groups and/or organizations renting or using University facilities must request authorization from the Vice-President for Student Development. A written request must be submitted at least two weeks prior to the event.)

Any student or employee who observes a violation of the University of Great Falls drug and alcohol policy should immediately report the incident. Student violations will be reported to the Student Development Office. The Vice President for Student Development or his/her designee will investigate the report, impose any sanctions, and maintain a record of all policy violations and sanctions under a separate disciplinary file. Employee violations are reported to the employee's immediate supervisor.

Students who violate the University of Great Falls drug and alcohol policy are subject to disciplinary action by the Vice President for Student Development (or his/her designee) and may also be subject to criminal prosecution. The Vice President for Student Development (or his/her designee) may, depending on the severity of the violation, choose any step listed below.

University Alcohol Violations

1. All students must comply with federal, state and city laws and/or University policy concerning alcohol use. University of Great Falls does not allow alcohol to be used or served at any student events without permission from the Vice President for Student Development.
2. Use, possession, manufacturing, or distribution of alcoholic beverages (except as expressly permitted by University regulations), or public intoxication is a prohibited. Possession of empty or decorative alcohol bottles are considered a violation by minors or possession of large quantities of empty bottles for those of legal drinking age. Possession of large quantities of alcohol by those of legal age beyond what is reasonable for individual consumption is prohibited. Beer bongos, kegs, party bowls and similar items are strictly prohibited within resident rooms.
3. The possession or consumption of alcohol is prohibited by those of legal age in the presence of individuals under the age of 21. Alcohol is not permitted in Emilie Hall regardless of age.

4. Drunkenness and public intoxication, regardless of age, are unacceptable behaviors.
5. Any students of legal drinking age who chooses to room with a student not of legal drinking age may only have alcohol in their assigned bedroom and still must follow all guideline regarding drinking around minors on campus. Alcohol found in such common spaces of an apartment will be confiscated and all residence will face an alcohol violation.
6. Those persons not of legal age may not transport, possess, or consume alcohol or be present in an apartment/dorm room where alcohol is being consumed.
7. The University prohibits any possession or use of kegs, pony kegs, multi-quart containers or alcoholic punches on the University campus. Drinking games or events (e.g. quarters, beer pong or around the world parties) are strictly prohibited.
8. Visitors to the University must comply with state laws and University policy regarding use of alcohol. Responsibility to assure that a guest is of legal drinking age rests with the resident host(s).
9. The University prohibits use of alcohol in its vans, buses and other University vehicles or rental vehicles.
10. Students of legal drinking age may exercise the option to consume alcohol with no more than six guests of legal drinking age in a room where all guests present are of legal drinking age. Students who are 21 years or older may transport alcohol in an enclosed container to their own apartment/room or the apartment/room of another student of legal drinking age. The consumption of alcohol is limited to the apartment/room and is not authorized to be used in lounges, hallways, common areas or other public spaces on campus such as campus grounds, academic buildings or university facilities.
11. Attendance at an illegal alcohol gathering is a violation of University policy. Any alcohol use in unauthorized situations will be confiscated and the individual(s) (regardless of age) will be subject to disciplinary action. Students are required to provide identification to requests by security or University staff. Failure to comply or leaving the scene of the incident without providing identification is cause for disciplinary action.

Any student or employee who observes a violation of the University of Great Falls alcohol policy should immediately report the incident. Violations will be handled through the same disciplinary procedures as other violations of standards of behavior. Student violations will be reported for review, investigation and adjudication as a Code of Student Conduct violation.

Drug Policy Statement of No Tolerance for Drug Activity

University of Great Falls does not tolerate the illegal use of drugs, narcotics or paraphernalia. The University considers the use, possession, manufacture, distribution or sale of illicit drugs, narcotics or paraphernalia as detrimental to the welfare of the individual and to the health, security and safety of the University community. The university has a responsibility to maintain a safe and secure environment for students to pursue their educational goals free from the use and/or presence of illicit drugs. Additionally, federal and state drug abuse control laws are applicable to all members of the campus community. Violators of the University's drug policy will be encouraged to seek professional help and their enrollment at University of Great Falls maybe terminated.

University Drug Violations

1. All students must comply with federal, state and city laws and/or the UNIVERSITY policy concerning the use, possession, manufacture, distribution or sale of drugs.
2. Possession or use of marijuana, or other illicit drugs or narcotics, are unacceptable behaviors.
3. Attendance at a gathering where illegal drugs or narcotics are being used is a violation of University policy.
4. The University prohibits any possession or use of drug paraphernalia such as bong, pipes, or blow tubes on the University campus.
5. Visitors to the University must comply with state laws and University policy regarding use of drugs. Responsibility for the behavior of guests with the resident host(s).
6. The University prohibits use of drugs in its vans, buses, and other University vehicles.
7. The smell of marijuana in a Residence Hall is disruptive to other residents living in community and prohibited by the university. University staff has the right to inspect apartments/rooms with the smell of marijuana and hold residents responsible.

Any student or employee who observes a violation of the University of Great Falls Drug policy should immediately report the incident. Violations will be handled through the same disciplinary procedures as other violations of standards of behavior. Student violations will be reported for review, investigation and adjudication as a Code of Student Conduct violation.

Sanctions for Violations of the University Alcohol and Drug Policies

The level at which the alleged alcohol/drug violation will be sanctioned is determined by the specifics of the particular incident, past history of conduct violation(s), the severity of the alleged violation, as well as other violations which may have occurred simultaneously. Minimum and Maximum sanctioning are only guidelines and are not guarantees of disciplinary outcomes.

First Offense — *Minimum sanctions* include a \$100 citation (billed to the student account as an alcohol/drug violation) and a letter of warning sent to the student (with a copy to be placed on file in the student's disciplinary file) stating the date, time and nature of the offense and the minimum expected disciplinary response if there is a repeat offense. *Maximum sanctions* include Student Misconduct for a minimum of the remainder of the academic semester, attendance at a substance abuse education program offered by Community Services or approved by the Dean of Students. Any cost resulting from assessment and/or counseling must be paid by the student. The student will write a five page written report on the education program and the impact the alcohol/drug violation has had on the student. Other sanction possibilities include those listed in the Code of Student Conduct.

Second Offense — *Minimum sanctions* include a \$150 citation (billed to the student account as an alcohol/drug violation) and Student Misconduct for a minimum of the remainder of the academic semester, attendance at a substance abuse education program offered by Community Services or approved by the Dean of Students. Any cost resulting from assessment and/or counseling must be paid by the student. The student will write a five page written report on the education program and the impact the alcohol/drug violation has had on the student. Other sanction possibilities include those listed in the Code of Student Conduct Code. *Maximum*

sanctions include Disciplinary Probation for the remainder of the academic year, participation in a comprehensive substance abuse assessment and compliance with assessment's recommendations, including counseling, if necessary. Any cost resulting from the assessment and counseling must be paid by the student as well as, up to twenty hours of community service as approved by the Dean of Students. Other sanction possibilities include those listed in the Code of Student Conduct.

Third Offense — *Minimum sanctions* include a \$200 citation (billed to the student account as an alcohol/drug violation) and Disciplinary Probation for at least the remainder of the academic year, participation in a comprehensive substance abuse assessment and compliance with assessment's recommendations, including counseling, if necessary. Any cost resulting from the assessment and counseling must be paid by the student as well as, up to twenty hours of community service as approved by the Dean of Students. Other sanction possibilities include those listed in the Code of Student Conduct. *Maximum sanctions* include suspension from the University either immediately or at the end of the semester. The student may return only after evidence of successful completion of a treatment or counseling program for alcohol/drug. Other sanction possibilities include those listed in the Code of Student Conduct.

Fourth Offense — *Minimum sanctions* include a \$250 citation (billed to the student account as an alcohol/drug violation) and suspension from the University either immediately or at the end of the semester. The student may return only after evidence of the successful completion of a treatment or counseling program for alcohol. Other sanction possibilities include those listed in the Student Conduct Code. *Maximum sanctions* include expulsion from the University immediately. Other sanction possibilities include those listed in the Code of Student Conduct.

University Employee Sanctions

Employee violations should be reported immediately to the employee's immediate supervisor. The supervisor will investigate the incident and report all violations of policy to the Director of Human Resources. The Director of Human resources will maintain a record of all violations and sanctions in the employee's personnel file (student violations are reported to the Vice President for Enrollment and Student Services.)

If an employee appears intoxicated or appears to be under the influence of drugs or alcohol, the employee shall immediately be ordered to stop work by the supervisor. Employees who violate the University of Great Falls substance abuse policy are subject to disciplinary action and may also be subject to criminal prosecution.

The supervisor may choose any step listed below, depending on the severity and/or frequency of the violation. The following disciplinary process will then be initiated by the employee's immediate supervisor in conjunction with the appropriate Vice President. The University of Great Falls regards disciplinary action to be a dimension of performance evaluation. It is a corrective process related to work-related situations. The University establishes procedures to ensure that the disciplinary process is consistent throughout the University.

STEP 1: Stage 1 Warning

A supervisor may give an employee an initial warning. The supervisor will meet with the employee and inform the employee of the specific performance problem. The supervisor will document the time, date, and issue involved in writing with a copy to the employee and a copy will be placed in the employee's personnel file. (Personnel Policy Handbook)

STEP 2: Stage 2 Warning

A supervisor may give an employee a written warning of unsatisfactory work performance. The written warning should document:

- The extent of the problem.
- The violated rule, policy or procedure.

- Suggested courses of action for improvement.
- A statement of consequences in the absence of improvement.
- Any follow-up action.

The supervisor will give a copy of the written warning to the employee prior to meeting with the employee. The employee may request the Director of Human Resources be present at the meeting. The employee will be asked to sign a written acknowledgement of receipt of this warning. Refusal to sign the acknowledgement by the employee will be noted on the written acknowledgement by the supervisor with the current date and supervisor's signature. The employee may submit a written statement of clarification if he/she chooses. (Personnel Policy Manual)

STEP 3: Probation

For a determined amount of time, not less than three (3) months or more than one (1) year, the employee will be required to follow the UGF policy in regard to drug and/or alcohol use. During this period, the employee is required to attend either individual or group counseling. A verification of such participation must be submitted to the Director of Human Resources. Education, professional evaluation, counseling, and/or treatment may also be a requirement of this probationary period. Any required education, counseling or treatment is at the employee's expense.

STEP 4: Suspension

An employee may be suspended from university employment for a specified period of time. Not less than one month (accrued vacation and/or sick leave may be applied during this period). A professional evaluation for drug and/or alcohol use as well as counseling, and/or treatment will be required of those on suspension. Before resuming employment the employee must show evidence of having successfully completed such treatment and will be required to sign a Back to Work Agreement. *The University supports sound treatment and rehabilitative efforts and, therefore, an employee's job will not be jeopardized should this sanction be imposed.*

Suspension (with/without pay) – In some cases, including those involving gross misconduct suspension without pay may be a disciplinary action. Suspension is used to impress upon an employee the serious nature of his/her actions. The President or designee must approve this action. If circumstances require an immediate suspension, it may be verbally issued but written notice must follow within three (3) workdays. (Personnel Policy Manual, Page 6-2, 1.4.)

STEP 5: Dismissal

In those circumstances where an employee is requested to seek professional treatment in lieu of being terminated, refusal by the employee to participate in or complete treatment will result in dismissal. The President or designee must review and approve all disciplinary dismissals. (Personnel Policy Manual: Page6-2, #6.1.1.5.) Employees must make their own arrangements for payment of treatment through individual insurance plans or other personal means. Employees may contact the Director of Human Resources for information regarding the Employee Assistance Program.

An employee convicted of any drug violation occurring in the work place is required to notify the Director of Human Resources within five (5) days of conviction. As required by the Drug-Free Work Place Act of 1988, convicted employees are required to satisfactorily participate in a drug abuse rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or appropriate agency. All such convictions will be reported to the appropriate federal agencies or offices within ten (10) days after the University receives the employee drug conviction notification. Following any of the aforementioned sanctions, an employee has the right to appeal any decision to the Grievance Committee. (This procedure is outlined in the Personnel Policy Manual.)

INFORMATION ON SUBSTANCE ABUSE

ALCOHOL

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spousal and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and liver. Alcohol abuse accounts for about 100,000 deaths annually.

Alcoholism is a chronic and potentially fatal disease typified by physical dependency on alcohol, a need for increasing amounts, and organ pathology. It is known to contribute to the development of fatal disorders, including cardiomyopathy (abnormalities of the heart muscle), hypertensive disease, pneumonia, and some cancers. Alcoholism is also responsible for chronic brain damage and alcohol-related brain injury is second only to Alzheimer's disease as a known cause of mental deterioration in adults. There are some findings suggesting that the more a woman drinks, the greater her chances are for developing breast cancer.

Mothers who drink alcohol during pregnancy may give birth to infants with Fetal Alcohol Syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk of becoming alcoholics than are other youngsters.

AMPHETAMINES

Amphetamines produce an artificial stress in the body, similar to that of the "flight or fight" response. Abuse of amphetamines causes over activity, irritability, defective reasoning and judgment, irregular heartbeat, liver damage, paranoia, and possible cerebral hemorrhage. There is also the possibility of a psychotic breakdown. When a user discontinues the use of the drug, severe depression, fatigue, increased appetite, and high fluid intake can result.

BARBITURATES

Barbiturates are downers which depress all excitable nerve tissue, especially that of the brain and spinal cord. Barbiturates reduce the time spent in REM sleep and depress respiration. With high doses, one can fall asleep and then stop breathing. The user of barbiturates becomes sedated, sluggish in thought and action, and possibly free from worries. Barbiturates inhibit dreaming and induce the liver to make more enzymes.

COCAINE

Cocaine use is one of the biggest social and health problems in this country. Surveys show that 5,000 Americans each day try cocaine for the first time and four to six million Americans are compulsive users. Once considered a harmless drug, the risks associated with cocaine have become increasingly clear. Health risks linked to cocaine use include the following:

1. Regular users of cocaine are often restless, irritable, depressed and anxious. Higher doses and chronic abuse often lead to paranoia attacks. In many cases, there is a break with reality, which includes auditory, visual, or tactile hallucinations. One hallucination is known as "coke bugs" where a person has the sensation of insects crawling under the skin. Cocaine psychosis can continue for months, and severe cases can require hospitalization. Use of cocaine may cause nasal congestion and a runny nose. Sores on the

nasal membranes can also occur, along with sore throat and hoarseness. Cocaine users can experience shortness of breath, cold sweating, and tremors. Long term use can also damage the liver.

2. Neural damage due to cocaine use is highly likely. The acute hypertension occasionally brought on by cocaine use can burst weakened blood vessels.
3. Heavy cocaine use can cause one to suffer from an irregular heartbeat. Pre-existing coronary heart disease may become worse and heart attack can be caused.
4. Cocaine use can bring on high blood pressure and can cause a blood vessel in the brain to rupture which may lead to stroke.
5. Eye doctors have noticed small crystals in the retinas of cocaine users. This may be the reason that chronic users occasionally suffer from "snow lights" or flashes of light in the periphery vision.
6. Since cocaine suppresses the appetite, many users suffer from malnutrition and lose weight. Immune defenses can be lowered, making the user susceptible to tuberculosis, fungal disease, and other infections.
7. Intravenous cocaine users risk AIDS, hepatitis, and other infections and free-base smokers risk lung damage.
8. Cocaine overdose can result in paralysis of the respiratory muscles, abnormal heart rhythms, and repeated convulsions. Sudden death from cocaine use is unpredictable, and can occur in a person who has used only a small amount of the drug.
9. Cocaine use by pregnant women can cause eye and bone defects in their unborn children. Using cocaine can also cause premature and stillbirth. During the baby's first days of life, a baby born to a cocaine using mother is often irritable and jittery. Cocaine can also be transferred to a baby through breast milk.

HALLUCINOGENS

Hallucinogens are chemicals which produce changes in perception, thought and mood. They make people see and hear things that are not there. LSD, a hallucinogen, produces visual and auditory hallucinations so intense as to mimic a psychotic state. LSD can cause dilated pupils, flushed face, chilliness, and a rise in body temperature, increase in heart rate, goose bumps, salivation, and perspiration. LSD is known for producing flashbacks weeks or months after the last dose was taken. Because the consequences of LSD abuse include bizarre behavior and disorientation, there is also a significant risk of accidental injury and death.

PCP, another hallucinogen, causes many users to feel tremendous anger. They may inflict violence upon themselves or others. PCP can induce a psychotic state exactly like schizophrenia. The effects of PCP can last up to a month. In severe cases, the user can have convulsions, go into a coma, and die.

MARIJUANA

While the harmful effects of marijuana are less obvious than those of cocaine and PCP because overdose is not common, these health effects have been reported: short-term memory impairment; impaired lung function, similar to that found in cigarette smokers; decreased sperm count and sperm mobility; interference with ovulation; impaired immune response; possible adverse effects on heart functions; and by-products remaining in body fat for weeks, with unknown consequences.

METHAMPHETAMINE

Methamphetamine is an addictive stimulant drug that strongly activates certain systems in the brain. Methamphetamine releases high levels of the neurotransmitter dopamine, which stimulates brain cells, enhancing mood and body movement. It appears to have a neurotoxic effect, damaging brain cells that contain dopamine as well as serotonin. Methamphetamine causes increased heart rate and blood pressure and can cause irreversible damage to blood vessels in the brain, producing strokes. Other effects include respiratory problems, irregular heartbeat and extreme anorexia. Its use can result in cardiovascular collapse and death.

PREVENTION PROGRAMS

The University of Great Falls has developed programs to prevent the illicit use of drugs and the abuse of alcohol by students and employees. Programs include dissemination of informational materials as well as special programming designed to educate the campus. Departments involved in the prevention of such uses and abuses include but are not limited to: Student Development, Health services, Residential Life, and Athletics.

PENALTIES AND SANCTIONS

FEDERAL SANCTIONS FOR ILLEGAL POSSESSION OF A CONTROLLED SUBSTANCE

1. 1st Offense: Up to one (1) year imprisonment and fined at least \$1,000, but not more than \$100,000, or both.
 - ◆ After one (1) prior drug conviction: At least 15 days in prison, not to exceed two years, and fined at least \$2,500, but not more than \$250,000, or both.
 - ◆ After two (2) or more prior drug convictions: At least 90 days in prison, not to exceed three years, and fined at least \$5,000, but not more than \$250,000, or both.

Special sentencing provisions for possession of crack cocaine: Mandatory at least five years in prison, not to exceed 20 years and fined at least \$1,000, but not more than \$250,000, or both, if: 1st conviction and the amount of crack cocaine possessed exceeds 5 grams.

 - (a) 2nd crack conviction and the amount of crack cocaine possessed exceed 3 grams.
 - (b) 3rd or subsequent crack cocaine conviction and the amount of crack cocaine possessed exceeds 1 gram.

Special sentencing provisions for possession of flunitrazepam: Up to three years imprisonment and fined up to \$250,000, or both.
2. Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than one year imprisonment. (See special sentencing provisions re: crack cocaine).
3. Forfeiture of vehicles, boats, aircraft, or any other conveyance used to transport or conceal a controlled substance.
4. Civil fine of up to \$10,000 (pending adoption of final regulations).
5. Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses. Up to one (1) year for 1st offense, up to five (5) years for 2nd and subsequent offenses.
6. Ineligible to receive or purchase a firearm.
7. Revocation of certain Federal licenses and benefits, (e.g., pilot licenses, public housing tenancy, etc.) are vested within the authorities of individual Federal agencies.
8. Any alien in the United States who is convicted of violating any state law relating to a controlled substance will be deported.
9. No suspended or deferred sentences.
10. An additional fine equal to the reasonable costs of investigation and prosecution of the offender subject to ability to pay.

STATE OF MONTANA SANCTIONS CONCERNING ALCOHOL

1. Possession of alcohol by a person under the age of 21: (MCA 45-5-624)
 - 1st Offense: Fine not less than \$100 and not to exceed \$300 and shall be ordered to perform community service; shall be ordered, and person's parents or guardian shall be ordered, to complete and pay all costs of participation in a community-based substance abuse information course that meets specified requirements; and, if the person has a driver's license, must have the license confiscated by the court for 30 days.
 - 2nd. Offense: Fine not to exceed \$200 and may be ordered to perform community service, have the person's driver's license suspended by the court for no more than 60 days if the person was driving or otherwise in actual physical control of a motor vehicle when the offense occurred.
 - 3rd and Subsequent Offense – shall be fined an amount not to exceed \$300 and; may be ordered to perform community service, must have the person's driver's license suspended for not more than 120 days if the

person was driving or otherwise in actual physical control of a motor vehicle when the offense occurred, shall be ordered to complete an alcohol information course at an alcohol treatment facility approved by the Department of Public Health and Human Services, which may, in the sentencing court's discretion and upon recommendation of a certified chemical dependency counselor, include alcohol or drug treatment, or both, and in the discretion of the court, shall be imprisoned in the county jail for a term not to exceed 6 months.

2. Sell or give alcohol to person under the age of 21.
 - 1st Offense: Imprisonment for up to six (6) months or a fine up to \$500, or both.
3. Operation of a vehicle and use of alcohol.
 - 1st Offense: Imprisonment not less than twenty-four (24) hours or less than 6 months, a fine not less than \$300 and not more than \$1,000, and completion of an alcohol information course at an alcohol treatment program. (MCA 61-8-714)
 - If you operate a vehicle in Montana, you have already given consent to being tested for the purpose of determining the alcohol content of your blood. To refuse such a test will result in loss of your driver's license for 90 days.
 - ◆ It is unlawful to drive with an alcohol concentration in your blood, breath, or urine of 0.08% or more.

STATE OF MONTANA SANCTIONS CONCERNING CONTROLLED SUBSTANCES

1. Sale, exchange, or offer to sell or exchange. (MCA 45-9-103)
 - 1st Offense: Imprisonment for not less than two (2) years and a potential fine up to \$50,000.
2. Sale of a narcotic drug or opiate drug to a minor.
 - 1st Offense: Imprisonment for not less than four (4) years and a potential fine up to \$50,000.
3. Possession of dangerous drugs.
 - 1st Offense: Marijuana - (Misdemeanor offense): Imprisonment in the county jail for up to six (6) months and a fine of not less than \$100 and no more than \$500.
 - 1st Offense: Opiate - Imprisonment in the state prison for not less than two (2) years and a potential fine up to \$50,000.
4. Possession of any dangerous drug with intent to sell.
 - Opiate: Imprisonment in the state prison for not less than two (2) years and a potential fine up to \$50,000.
 - Other Drugs: Imprisonment in the state prison for up to twenty (20) years or fined up to \$50,000, or both.
5. Inhaling or ingesting toxic substances with intent to alter mental or physical state. Toxic substances include, but are not limited to; glue, fingernail polish, paint, paint thinners, petroleum products, aerosol propellants, and chemical solvents.
 - Imprisonment for up to six (6) months or fined up to \$50,000 or both.
6. Use or possession of drug paraphernalia (misdemeanor).
 - Imprisonment for up to six (6) months, or fined up to \$500 or both.

The maximum levels of imprisonment and fine increase with each offense. NOTE: According to Federal law any non-U.S. citizens in the U.S. who are convicted of violating any state law relating to a controlled substance will be deported.

COUNSELING AND TREATMENT OF SUBSTANCE ABUSE

The University of Great Falls, in keeping with its basic mission, requires that its primary response to issues of alcohol and drug abuse be through educational programs, as well as through intervention, individual counseling and referral services. The University further recognizes that alcoholism and drug addiction are illnesses that are not easily resolved and may require professional assistance and/or treatment programs. Participation in such programs may be required of a student or an employee who wishes to continue at the University. The

University will adhere to strict policies of confidentiality for all participants in drug or alcohol counseling or treatment. Students who wish to seek counseling related to substance abuse should contact a counselor in the Student Services office. Employees should contact the Employee Assistance Program provided by the Benefis West – Addiction Treatment Center.

Employees should contact the **Employee Assistance Program** by calling 1-800-854-1446. The Employee Assistance Program is an avenue for employees and their family members to receive confidential assistance for personal problems. Assessment and short-term counseling are available at no out-of-pocket cost to employees and family members. The University of Great Falls recognizes that employees and their family members may, at times, be under stress and in need of assistance. Therefore, the Employee Assistance Program is available to assess individual problems such as marital, financial, alcohol, drug, parenting and other concerns. **All benefit eligible employees are eligible to utilize this service. These services are confidential. No one at the University will be aware of who specifically uses the program.** All records regarding individuals will be maintained by the Employee Assistance Program. The University of Great Falls encourages employees and family members to call for assistance when problems occur. Waiting to seek help usually makes matters worse. For further information regarding this program, or to make an appointment, please contact the program at 1-800-854-1446 or for more information; contact the University of Great Falls Human Resources Office at (406) 791-5263.

TREATMENT CENTERS

ROCKY MOUNTAIN TREATMENT CENTER

920 Fourth Avenue North, Great Falls, Montana 59401, (406) 727-8832

This treatment center offers individualized programs as well as programs for family members. The staff consists of physicians, psychologists, addiction counselors, nurses, and other health care providers. Programs are available for alcohol and chemical dependency and other addictive disorders. The fee charged is determined on an individual basis. Rocky Mountain's inpatient program consists of 30 days for adults and 45 days for adolescents. Group therapy is conducted twice a day and patients meet individually with their counselor at least once a week. Rocky Mountain's day treatment program is structured to accommodate individual needs. Individualized counseling, family counseling and weekly group therapy is available.

GATEWAY RECOVERY CENTER

401 Third Avenue North, Great Falls, Montana 59401, (406) 727-2512

Gateway Recovery Center is a private, non-profit, outpatient treatment center specializing in the treatment of alcohol and other drug addictions. Programs are available at various times of the day and evening. Length of programming is based on the individual needs of each patient. Services include state-approved programming inclusive of evaluations, intensive outpatient, specific women's groups, adolescent groups, intensive relapse programming, MIP and ACT programs. Reduced-fee services are available upon completion of a financial application. Parenting classes, family services and retreat weekends are also available.

BENEFIS WEST- ADDICTION TREATMENT CENTER

500 Fifteenth Avenue South, Great Falls, Montana 59405, (406) 455-2367

Benefis West Addiction Treatment Center offers a full range of chemical dependency services. These services include adult inpatient treatment (length of stay determined by the patient's need); adolescent inpatient treatment (length of stay determined by the patient's need); day intensive outpatient treatment; a four weekend intensive family program; a comprehensive chemical dependency evaluation system; an ACT (DUI) Program; and a structured continuing care program.

CHEMICAL DEPENDENCY SUPPORT GROUPS

(All groups can be reached by calling 452-1234)

Alcoholics Anonymous

Alanon

Alateen

Narcotics Anonymous

Map of Areas Included in 2015 Statistics

