



2019

ANNUAL SECURITY & FIRE SAFETY REPORT



Public Safety Department



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ANNUAL SECURITY REPORT (ASR)

PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS

The College of Southern Idaho publishes this report to inform the College community about campus security policies and initiatives to prevent and respond to crime and emergencies, and the occurrence of crime on campus. This report complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and uses information maintained by the Public Safety Department, as well as information provided by other College offices such as Student Affairs, Residence Life, Office of Student Conduct, and information provided by Campus Security Authorities, Twin Falls Police Department and other law enforcement agencies. Each of these entities provides updated policy information and/or crime data. This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings, and on property owned, leased, or controlled by The College of Southern Idaho. This report also includes institutional policies concerning campus security, such as policies regarding sexual assault, alcohol, and other drugs. By October 1 of each year, the College distributes a notice of the availability of this Annual Security Report to every member of the College community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting Public Safety at 208-732-6605 or by visiting <https://www.csi.edu/security/crime-statistics/default.aspx>.

History and Mission of the College of Southern Idaho

The College of Southern Idaho represents a shared vision and a collaborative effort of the citizens of the Magic Valley. This vision began to take form as early as 1952 when a Stanford doctoral student wrote his dissertation, "A Junior College Survey of Twin Falls County, Idaho." Several years later (1960) the Twin Falls Chamber of Commerce established a junior college committee to actively pursue financial support to make this vision a reality.

At the same time, classes began in Buhl under a private and unrelated institution called Southern Idaho College. An inadequate tax base caused the Board of Education to discontinue the effort, although many of the individuals involved later helped develop CSI.

Two years later the Federal Government facilitated the College of Southern Idaho's development by providing federal aid for building academic facilities. In 1963 the Idaho legislature passed the Junior College Act, which provided for the establishment of junior college districts. Twin Falls County voted to form a junior college district in November 1964. The following year Jerome County citizens voted to join the junior college district. Idaho Governor Robert Smylie appointed the first CSI Board of Trustees in the fall of 1964. They held their first meeting in January of 1965 and hired Dr. James L. Taylor as the first president the following month.

Starting in the fall of 1965, the first evening academic classes were held at Twin Falls High School, while vocational classes were held at a large building on Kimberly Road. The administrative offices were housed in the old hospital annex building on West Addison. Ground was broken for the first building on campus – the Fine Arts Building - in August of 1967. 'Doc' Taylor served as President until his death in November of 1982. Gerald Meyerhoeffer then served as president until his retirement in 2005. Dr. Gerald Beck became CSI's President in 2005 and served until his retirement in 2013. The board appointed Curtis Eaton, formerly the Executive Director of the CSI Foundation, to be the Interim President while a nationwide search was conducted for a new president. Ultimately, the board selected Dr. Beck's Executive Vice President, Dr. Jeff Fox, who assumed the presidency in January of 2014.

The College of Southern Idaho offers a variety of educational opportunities to the people of South-Central Idaho from its main campus in Twin Falls as well as its centers in Burley, Gooding, Jerome, and Hailey.

From the President

Dear College of Southern Idaho Community Member:

As members of the College community, each of us assumes the obligation of compliance with all policies and campus regulations. A part of those campus policies and regulations is the annual communication of the College of Southern Idaho Security and Fire Safety Report, which I am pleased to provide herewith.

This report is prepared by a comprehensive team representing various campus sectors and reflects the cooperative efforts of campus stakeholders to promote a safe environment. Not only does this report comply with the Jeanne Clery Disclosure of Campus Policy and Campus Crime Statistics Act, it is part of our continuing effort to inform you of the safety programs and services available and the steps you can take to maintain your safety and the security of others. The safety and well-being of our students, faculty, staff, and visitors are of the utmost importance to the College of Southern Idaho.

The best protections against campus crime are a well-trained public safety team and strong relationships with law enforcement; an aware, informed, alert campus community; and a commitment to a proactive culture of crime prevention. The College invests both personnel and substantial resources in order to keep the campus one of the safest in the region and to comply with all federal regulations and laws.

While the College of Southern Idaho works hard to provide a higher level of safety, the best defense against crimes and accidents is to be informed and educated on personal safety, be aware of your surroundings, and report suspicious activity to proper authorities. The principal focus of our work is education and with that we strive to ensure students, faculty, and staff educate themselves about personal safety and the safety of those around them. I hope you will join me in keeping the College a safe and welcoming environment.

Best,

A handwritten signature in black ink, appearing to read 'L. Fisher', with a stylized, flowing script.

Dr. L. Dean Fisher
President

From the Director of Public Safety

When you leave home and go to college some issues will naturally make you anxious. That is why I want to tell you about the public safety program that creates a College of Southern Idaho Community of Safety.

The College of Southern Idaho is located in Twin Falls, Idaho and is relatively safe and secure, but no campus is free from crime, whether it is urban, suburban, or rural. Therefore, all the members of the College community should take reasonable precautions in protecting themselves and their personal property.

The College of Southern Idaho, Public Safety Department's motto, "Serving our Community Through Excellence" represents our commitment to working with all members of our community to make the campus a safe and secure environment.

The College of Southern Idaho, Public Safety Department has taken a proactive role in progressive campus policing. In its role as the campus public safety agency, the department is responsible for protecting life and property, conducting crime awareness and prevention programs, enforcing College rules and regulations, as well as Idaho State laws and federal statutes.

Public Safety Officers participate in on-going training in a variety of subjects including criminal law, civil law, public relations, cultural/diversity awareness, interpersonal communications, crisis intervention, and all facets of protection of persons and property.

The Public Safety Department will continue to pursue several initiatives to bolster its safety program, including:

- Adopting community policing and problem-solving model and a public safety philosophy that fosters partnerships between the public safety office and members of both the college community and the external community we are located within.
- Implementing a comprehensive crime prevention program consisting of yearly presentations on crime prevention through environmental designs.
- Implementing theft prevention programs to increase awareness of theft on campus.

Please remember that the public safety staff wants you to feel safe and secure while attending or visiting The College of Southern Idaho, we are available to assist with your security and safety needs. The Public Safety Department can be reached at (208) 732-6605.

Sincerely,

Elman McClain
Director of Public Safety

discrimination against any person because of age, race, color, ancestry, national origin, religion, creed, service in the uniformed services (as defined in state and federal law), veteran status, sex, sexual orientation, marital or family status, pregnancy, pregnancy-related conditions, physical or mental disability, gender, perceived gender, gender identity, genetic information or political ideas. Discriminatory conduct and harassment, as well as sexual misconduct and relationship violence, violates the dignity of individuals, impedes the realization of the College's educational mission, and will not be tolerated.

ABOUT CSI PUBLIC SAFETY

The College of Southern Idaho, Public Safety Department is responsible for providing safety, security and emergency management services for the College of Southern Idaho located at 315 Falls Avenue Twin Falls, Idaho 83301.

The Public Safety Office is in the McManaman Building, on the College of Southern Idaho's main campus. The Department is led by a Director of Public Safety, who reports to the Vice-President of Student Services. The college's public safety staff consist of a Director; Administrative Assistant; (1) Sergeant/Lead; six (6) full time uniformed officers and four (4) part-time uniformed officer. Public Safety Officers patrol the main campus on foot, in vehicles, bicycles, other motorized vehicles.

Unlike other colleges and universities, The College of Southern Idaho Public Safety Department is a non-sworn department. Public Safety Officers have no powers of arrest and work closely with the Twin Falls Police Department, Twin Falls County Sheriff's Office, state and federal law enforcement agencies for investigations, information sharing and training. Training subjects may include criminal law, civil law, public relations, cultural/diversity relations, interpersonal communication, crisis intervention, critical incident response, and all facets of protection of persons and property. All Public Safety Officers are certified in standard first aid and CPR/AED.

Safety, Our Number One Priority

The College takes great pride in the community at the College of Southern Idaho and offers many advantages for students, faculty, and staff. This community is a great place to live, learn, work, and study, however, this does not mean that the campus community is immune from problems that arise in other communities. With that in mind, CSI has taken progressive measures to create and maintain a safe and secure environment on campus.

Though the College is progressive with its policies, programs, and education, it is up to each of us to live with a sense of awareness and use reasonable judgment when living, working, or visiting campus.

Working Relationships with Other Law Enforcement Agencies

College of Southern Idaho Public Safety Department maintains a close working relationship with the Twin Falls Police Department (TFPD). The public safety staff occasionally works with other law enforcement agencies in the Twin Falls and Twin Falls County, including the Twin Falls County Sheriff's Office and Idaho State Patrol. Meetings are held with these agencies on both a formal and informal basis when necessary. Public Safety Officers and TFPD are encouraged to communicate regularly on the scene of incidents that occur in and around the campus area. The Director of Public Safety works closely with TFPD when incidents arise that require joint investigative efforts, resources, crime related reports and exchanges of information. There is no written memorandum of understanding between CSI Public Safety and Twin Falls Police

Department.

REPORTING CRIMES AND OTHER EMERGENCIES

The College has several ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to law enforcement and to appropriate College officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire College community that you immediately and accurately report all incidents so that the Public Safety can investigate the situation and determine if follow-up actions are required, including issuing a Timely Warning or emergency notification.

Official(s)

Public Safety CSI Main Campus, McManaman Building	(208) 732-6605
Title IX Coordinator CSI Main Campus, Taylor Building	(208) 732-6863
Student Services Office CSI Main Campus, Taylor Building	(208) 732-6225
Office of Human Resources, Taylor Building	(208) 732-6267

Voluntary, Confidential Reporting

If crimes are never reported, little can be done to help prevent other members of the community from also being victimized. We encourage College community members to report crimes promptly and to participate in and support crime prevention efforts. We also encourage College community members to report crimes when the victim is unable to make the report. The College community will be much safer when all community members participate in safety and security initiatives. If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the College or criminal justice system, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able to file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow the College to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security Report and Annual Fire Safety Report. In limited circumstances, the Department may not be able to assure confidentiality and will inform you in those cases.

Reporting to The College of Southern Idaho Public Safety Department

The College encourages all campus community members to promptly report all crimes and other emergencies directly to the Public Safety Department in a timely manner. Public Safety has a call taker that is available by phone at 208-732-6605 or in person 8:00 am to 5:00 pm Monday through Friday at the McManaman Building. After hours and on weekends you can contact Public Safety at 208-732-6605 or extension 6605 and a public safety officer will assist you. Although many resources are available, Public Safety strongly encourage all crimes be

reported, whether or not an investigation ensues, to assure the College can assess any and all security concerns and inform the community if there is a significant threat to the College community.

Emergency Phones

The Public Safety Department has an emergency/afterhours phone located on the east wall of the McManaman Building for afterhours contact with Public Safety.

Anonymously

If you are interested in reporting a crime anonymously, you can utilize the College's online reporting webpage, <https://cm.maxient.com/reportingform.php?CollegeofSouthernID>. Public Safety will not attempt to trace the origin of the person who submits this form unless such is deemed necessary for safety of the college community. You can submit tips through Crime Stoppers of Southwest Idaho at 1-208-343-COPS (1-208-343-2677) or website <http://www.crimestoppersswidaho.org/sitemenu.aspx?ID=236&>.

Reporting to Campus Security Authorities

While the College encourages all campus community members to promptly report all crimes and other emergencies directly to the Public Safety Department at 208-732-6605 or to 911, we also recognize that some may prefer to report to other individuals or College Administrative Offices. The Clery Act recognizes certain College officials and offices as "Campus Security Authorities" (CSAs). The Act defines these individuals, among other individuals, as "An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, athletics, and campus judicial proceedings. An official is defined as a person who has the authority and the duty to take action or respond to particular issues on behalf of the institution."

CSAs must report three (3) distinct categories of crimes. The first category includes the seven (7)

Clery Crimes:

1. Criminal Homicide.
2. Sex Offenses*
3. Robbery
4. Aggravated Assault
5. Burglary
6. Motor Vehicle Theft
7. Arson

*Sex offenses include unwanted fondling, rape, incest, statutory rape, domestic violence, dating violence and stalking.

CSAs must also report arrests and referrals for disciplinary action for alleged violations of state law (and not merely violations of campus policy) for the following three (3) areas:

- Liquor law violations
- Drug law violations
- Illegal weapon possession.

Finally, CSAs must report hate crimes—crimes that manifest evidence that the victim was intentionally selected because of the perpetrator’s bias or the perpetrator perceived the person to be in one of the protected group categories.

These categories include:

- Race
- Gender
- Religion
- Sexual Orientation
- Ethnicity/National Origin
- Disability

While the College has identified several individuals as CSAs, we officially designate the following offices as places where campus community members should report crimes:

Officials	Campus Location	Telephone Number
Public Safety	McManaman Building	(208) 732-6605
Office of Student Affairs	Taylor Building	(208) 732-6225
Office of Human Resources	Taylor Building	(208) 732-6267

Pastoral and Professional Mental Health Counselors

According to the Clery Act, pastoral and professional mental health counselors who are appropriately credentialed and hired by The College of Southern Idaho to serve exclusively in a counseling role are not considered CSAs. As a matter of policy, the College encourages pastoral and professional mental health counselors to notify those whom they are counseling of the voluntary, confidential reporting options available to them.

TIMELY WARNING REPORTS

In an effort to provide timely notice to the campus community in the event of a Clery Act Crime that may pose a serious or ongoing threat to members of the community, the College Public Safety Department may issue a “Timely Warnings.” The College may issue a Timely Warning for the following Clery Crimes:

1. Criminal Homicide.
2. Sex Offenses*
3. Robbery
4. Aggravated Assault
5. Burglary

6. Motor Vehicle Theft

7. Arson

*Sex offenses include unwanted fondling, rape, incest, statutory rape, domestic violence, dating violence and stalking.

The College may also issue a Timely Warning for alcohol, drug, and weapon arrests or referrals that may cause a continuing threat to the community. Public Safety will distribute these warnings through a variety of ways, including but not limited to emails, posters, web postings, and media. The College also can send text message alerts to those who register their cell phone numbers. The purpose of a Timely Warning is to notify the campus community of the incident and to provide information that may enable the community to take steps to protect themselves from similar incidents. The College will issue Timely Warnings considering on a case-by-case basis the following criteria: (1) one of the above listed crimes are reported; (2) the perpetrator has not been apprehended; and (3) there is a substantial risk to the safety of other members of the campus community because of this crime.

An institution is not required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor. The College may also issue an alert in other circumstances, which may pose a significant threat to the campus community. At the College of Southern Idaho, the Director of Public Safety will generally make the determination, in consultation with other College offices, if a Timely Warning is required. However, in emergency situations, any public safety supervisor may authorize a Timely Warning. For incidents involving off-campus crimes, the College may issue a Timely Warning if the crime occurred in a location used and frequented by the College community.

SECURITY OF AND ACCESS TO THE COLLEGE OF SOUTHERN IDAHO FACILITIES

College of Southern Idaho Twin Falls Campus

At the College of Southern Idaho main campus, administrative buildings are open from 8:00 a.m. until 5:00 p.m., Monday through Friday, and academic buildings generally are open from 7:00 a.m. until 10:00 p.m. Academic buildings are scheduled to be open on weekends only as needed. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there. Likewise, access to most programs is limited to those enrolled in the program or those otherwise with authorized access.

Many cultural and athletic events held on the CSI facilities are open to the public. Other facilities, such as the bookstore, library, and the Student Union Building (SUB) are likewise open to the public.

Special Considerations for Residence Hall Access

At the College of Southern Idaho, all residence halls operate under an individual hard key system. Only students who are residents in a particular hall/apartment are authorized entry to that hall. Public Safety Officers and/or Residence Assistances are responsible for checking and

securing doors, when needed. When a door is malfunctioning, personnel are summoned for immediate repair.

All residence hall and apartment exterior doors are equipped with locks and with crash bars to ensure a quick emergency exit. Only residents and their invited guests are permitted in the living areas of the residence halls. It is the resident's responsibility to ensure that his/her guests are aware of the College and residence hall policies. Guests are not provided with room keys. Guests must always be escorted by a resident of the building. All exterior doors are locked twenty-four hours a day. It is the responsibility of residents and staff members to challenge or report individuals who cannot be identified as residents or the guests of residents. When Public Safety receive a report of an unescorted person in a residence hall, a public safety officer will be sent to identify that person.

CSI Public Safety assigns the largest number of its officers from 11:00 p.m. until 8:00 a.m. The officers spend much of their time patrolling the main campus and all residence halls and apartments own or leased by the College. Residence Assistants are assigned to patrol the residence hall areas during their shifts. During low-occupancy periods such as holidays and scheduled breaks, students are consolidated into designated buildings and gain access via the College's key control system. Residence Halls are staffed twenty-four hours a day. Public Safety Officers also conduct regular checks of the common areas in residence halls.

Special Considerations for Athletic Facility Access

It is the policy of the College of Southern Idaho that all Athletics facilities (spaces typically, but not solely, designated for specific intercollegiate athletic program(s) use) will be accessible only by those College athletes and athletic personnel authorized to access such facilities, and during their normal hours of operation. A valid College identification card is required to gain access.

Recreational facilities (spaces typically, but not solely designated for recreational activity not affiliated with intercollegiate athletic activity) are usable only by those individuals with a valid/current College student or faculty/staff/retiree identification card. Access to such facilities will only be authorized during the time each facility is specifically designated as being open/available for use.

While open, these facilities shall have the appropriate staff on duty to oversee operations being conducted at that facility. Any exceptions to this policy must be given in writing and approved by the appropriate facilities office responsible for athletic and recreational facility access.

Security Considerations for the Maintenance of Campus Facilities

The College of Southern Idaho is committed to campus safety and security. At the Twin Falls campus, locks, landscaping, and outdoor lighting are designed for safety and security. Sidewalks are designed to provide well-traveled, lighted routes from parking areas to buildings and from building to building. Maps showing the best lit and most traveled routes across campus are available by contacting Public Safety or online at <https://www.csi.edu/about/maps.aspx>.

Public Safety, in conjunction with various departments around the College, conducts monthly surveys of College property to evaluate campus lighting. CSI encourages community members to promptly report any safety or security concern, including concerns about locking mechanism,

lighting, or landscaping to the Public Safety at 208-737-6605 or Maintenance Department at 208-732-6603.

OFF CAMPUS CENTER(S)

MINI-CASSIA CENTER

1600 Parke Ave.

Burley, ID. 83318

<https://www.csi.edu/mini-cassia/default.aspx>

(208) 678-1400

The CSI Mini-Cassia Center, located in Burley, has provided the primary means of educational outreach for students in our local community since 1999. We truly offer a "one stop" education support experience for students. Students at the MCC can access support for advising and registration, financial aid, academic records, bookstore services, testing, and tutoring. We work closely with other agencies and programs to provide support to a wide range of students in academic and transfer programs, workforce training, enrichment classes, and Adult Basic Education.

Access to the Facility

The building is open Monday through Friday 8:00 a.m. to 11:00 p.m., and is closed on weekends. The main entrance to the building is located on Parke Avenue.

This campus is designated as a commuter campus.

BLAINE COUNTY CENTER

1050 Fox Acres Road

Hailey, ID. 83333

<https://www.csi.edu/blaine/default.aspx>

(208) 788-2033

The College of Southern Idaho Blaine County Center is in the Community Campus in Hailey, Idaho. We specialize in providing higher education and lifelong learning to the communities of Hailey, Ketchum, Bellevue, Carey, and Sun Valley. Students can work toward an associate's degree and prepare to transfer to a four-year institution through a wide range of academic course offerings, gain skills for a career change through workforce development programs, explore new interests through our community education classes and develop essential language and math skills through our free Adult Basic Education/English Language Acquisition programs.

The Blaine Center provides access to the business office, financial aid, advising, admissions, registration, proctored testing, and other CSI services through our one-stop center.

Access to the Facility

The building is open Monday through Friday 8:00 a.m. to 11:00 p.m., and is closed on weekends. The main entrance to the building is located on Parke Avenue.

This campus is designated as a commuter campus.

GOODING CENTER

202 14th Avenue E

Gooding, ID. 83330

<https://www.csi.edu/gooding/default.aspx>

(208) 934-8678

The College of Southern Idaho Gooding Center provides a wide range of learning opportunities for everyone right here in Gooding County! Whether you are seeking GED preparation coursework, improving your English language skills, interested in our Over 60 and Getting Fit program, community education enrichment courses, or enrolling in academic courses in the pursuit of a college degree you can accomplish all this locally. Our friendly staff is always here to help you with your enrollment needs. Spanish language services are also available at the Gooding Center.

Access to the Facility

The building is open Monday through Friday 8:00 a.m. to 11:00 p.m., and is closed on weekends. The main entrance to the building is located on Parke Avenue.

This campus is designated as a commuter campus.

JEROME CENTER

104 W Main St.

Jerome, ID. 83338

<https://www.csi.edu/jerome/default.aspx>

(208) 324-5101

The College of Southern Idaho Jerome Center is your local connection to higher education and many life-long learning opportunities in the heart of downtown Jerome! Our courses provide you many options to work towards a college degree, participate in GED preparation coursework, improve your English language skills, enroll in our Over 60 and Getting Fit program, or take a community education class for fun. Our friendly bilingual staff (English and Spanish languages) is always available to help you with your enrollment needs.

Access to the Facility

The building is open Monday through Friday 8:00 a.m. to 11:00 p.m., and is closed on weekends. The main entrance to the building is located on Parke Avenue.

This campus is designated as a commuter campus.

CRIME STATISTICS

The statistics in this report are published in accordance with the standards and guidelines used by the FBI Uniform Crime Reporting Handbook and relevant federal law. CSI Public Safety submits the annual crime statistics published in this report to the Department of Education (ED). The statistical information gathered by the Department of Education is available to the public through the ED website. In addition, a daily crime log is available for review 24 hours a day on the CSI Public Safety website, at <https://www.csi.edu/security/crime-statistics/daily-crime-log.aspx>. The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the college community obtained from the following sources: The Twin Falls Police Department, the CSI Dean of Students Office, and non-police officials. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. We also communicate with departments at institutions our students travel to throughout the academic year in order to obtain the necessary statistics.

A written request for statistical information is made on an annual basis to all non-police officials who include campus security authorities. A designated campus authority includes, but is not limited to, athletic coaches, college deans, directors, department heads, residence life staff, and counselors. Members of the Title IX Office, and the CARE Team also provide statistics to GWPD about cases they have dealt with where the survivor chose not to report the incident to GWPD or MPD.

CRIME CATEGORIES

Larceny – Theft

Theft is a common occurrence on college campuses. Often, this is due to the fact that theft is often seen as a crime of opportunity. Confined living arrangements, recreation facilities, and many open classrooms and laboratories provide thieves with effortless opportunities. occupants of the residence halls often feel a sense of security and home atmosphere and become too trusting of their peers, while others leave classrooms and laboratories unlocked when not occupied for short periods of time.

It is important to be very vigilant when it comes to suspicious persons. Never leave items and valuables lying around unsecured. Doors should be locked at all times. The following is a list of suggestions to help you not fall victim to theft.

- Keep doors to residence halls, labs, classrooms locked when not occupied.
- Do not provide unauthorized access to persons in the buildings or classrooms.
- Do not keep large amounts of money with you.
- Lock all valuables, money, jewelry, and checkbooks in a lock box or locked drawer.
- Keep a list of all valuable possessions including the make, models, and serial numbers.
- Take advantage of the Engraving Programs to have all valuables engraved with specific identifying marks.
- Do not leave laptop computers or textbooks unattended in labs or libraries, even if it is for a

short period of time.

- Do not lend credit cards or identification cards to anyone.
- Report loitering persons or suspicious persons to police immediately; don't take any chances.

Identity Theft

Identity theft is a crime in which someone wrongfully obtains and uses another person's personal information in some ways that involves fraud or deception, typically for economic gain. This personal data could be a Social Security number, bank account, or credit card information.

Persons involved in identity theft often use computers or other forms of media to assist them. You can take measures to prevent this from happening to you:

- Do not give anyone your personal information unless there is a legitimate reason to trust them.
- Never give your credit card information, date of birth, or other information over the telephone, unless you can confirm the person receiving that information.
- Complete a credit check frequently to assure there is no suspicious activity.
- Examine financial information often to assure all transactions are authorized and accounted for.
- Use security software and install firewalls on computers.

Clery Act Crimes

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crimes reported on and around their campuses. The College Public Safety Department working with the Twin Falls Police Department collects the Clery crime statistics disclosed in the following charts through a number of methods.

The College of Southern Idaho, Public Safety Department maintains a close relationship with all police departments where the College of Southern Idaho owns or controls property to ensure that crimes reported directly to these police departments that involve the College are brought to the attention of the Public Safety Department. In addition to collecting Clery crime statistics from local police departments, all reports of crime incidents made directly to Public Safety (through office contact and officers) are entered into an integrated computer records management system. The entries are recorded in the system in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only). To ensure each report is appropriately classified in the correct crime category, after an officer enters the report in the system, a department administrator reviews the report to ensure it is appropriately classified. The department also periodically examines data in the system for appropriate classification.

In addition to the crime data that is maintained by Public Safety, the College collects Clery crime statistics of reports made to various campus security authorities, as defined in this report. The statistics reported in the following charts generally reflect the number of criminal incidents reported to the various campus security authorities. The statistics reported for the subcategories on liquor laws, drug laws, and weapons offenses represent the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

Definitions of Reportable Crimes*

Murder/Non-Negligent Manslaughter – defined as the willful killing of one human being by another.

Negligent Manslaughter – defined as the killing of another person through gross negligence.

Rape – 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. This offense includes the rape of both males and females.

Fondling – the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

Incest – Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law

Statutory Rape – Non-forcible sexual intercourse with a person who is under the statutory age of consent

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

Aggravated Assault – defined as an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary – unlawful entry of a structure to commit a felony or a theft. **Motor Vehicle Theft** – theft or attempted theft of a motor vehicle.

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

Domestic Violence – Includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a

child in common, by a person cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family laws of the Commonwealth of Pennsylvania, 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 jurisdiction. Pennsylvania does not have a specific crime of domestic violence.

Dating Violence – Means violence committed by a person—(a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such a relationship will be determined by the reporting party's statement and based on a consideration of the following factors:

- The length of the relationship.
 - The type of relationship.
 - The frequency of interaction between the persons involved in the relationship.
- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Pennsylvania does not have a specific crime of dating violence.

Stalking – Means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—(a) fear for his or her safety or the safety of others; or (b) suffer substantial emotional distress. In Pennsylvania, a person commits the crime of stalking when the person either: (1) engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or (2) engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person.

Definitions of Clery Act Locations*

On-Campus – Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and is frequently used by students, and supports institutional purposes.

Residence Halls – Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

Public Property – All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

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

HATE CRIMES

The College of Southern Idaho strives to foster a safe and healthy learning environment that embodies diversity and inclusion of all members of the CSI community. The hate crime statistics are separated by category of prejudice. The numbers for most of the specific crime categories are part of the overall statistics reported for each year. The only exceptions to this are the addition of larceny/theft, simple assault, intimidation, and any other crime that involves bodily injury that is not already included in the required reporting categories. If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault, or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

Note: A hate-related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, sexual orientation, gender, religion, ethnicity, national origin, gender identity, or disability, the assault is then also classified as a hate crime.

Hate Crimes – includes all of the crimes listed above that manifest evidence that the victim was intentionally selected because the perpetrator’s bias against the victim based on one of the Categories of Prejudice listed below, plus the following four crimes.

- **Larceny/Theft** – the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.
- **Simple Assault** – unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.
- **Intimidation** – to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.
- **Destruction/Damage/Vandalism to Property (except Arson)** – to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Categories of Prejudice*

Race – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity that distinguish them as a distinct division of humankind.

Gender – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

Religion – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

Sexual Orientation – A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.

Ethnicity – A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.

National Origin – A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

Disability – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/ challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

Gender Identity – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

*Sources: U.S. Department of Education, Office of Postsecondary Education, The Handbook for Campus Safety and Security Reporting, 2016 Edition, Washington, D.C., 2016. FBI's Uniform Crime Reporting (UCR) Program <https://ucr.fbi.gov/> Hate Crime Data Collection Guidelines and Training Manual. Source: U.S. Department of Education, Office of Postsecondary Education, The Handbook for Campus Safety and Security Reporting, 2016 Edition, Washington, D.C., 2016.

ANNUAL CRIME STATISTICS

2017, 2018 & 2019

**Twin Falls Campus
Residence Hall(s) and Apartments
Eagle Hall, Eagle View, North View**

[illegible]

Mini-Cassia Center

[illegible]

Blaine County Center

[illegible]

**ANNUAL ARRESTS, DISCIPLINARY REFERRALS, DOMESTIC, DATING VIOLENCE AND
STALKING STATISTICS**

2017, 2018 & 2019

Twin Falls, Main Campus

	2017			2018			2019		
CATEGORY	ONC	PUB	NON	ONC	PUB	NON	ONC	PUB	NON
Arrest(s): Weapons	0	0	0	0	0	0	0	0	0
Disciplinary Referrals: Weapons (carrying, possession, etc.)	0	0	0	0	0	0	0	0	0
Arrest Drug Law Violation(s)	6	0	0	5	0	0	2	0	0
Disciplinary Referrals: Drug Law Violation(s)	0	0	0	8	0	0	0	0	0
Arrest Alcohol Violation(s)	10	0	0	2	0	0	1	0	0
Disciplinary Action: Alcohol Violation(s)	2	0	0	4	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	3	0	0	0	0	0	1	0	0

CRIME PREVENTION

CAMPUS SECURITY POLICIES; CRIME PREVENTION AND SAFETY AWARENESS PROGRAMS

The College of Southern Idaho believes that safety is everyone's responsibility. In an effort to provide our students, faculty, staff and community with information about the campus security procedures and practices and with the tools that they need to help to keep themselves and others safe, College Public Safety and its campus partners provide a variety of educational programs on topics such as, sexual assault awareness, domestic/relationship violence, stalking, drugs and alcohol awareness, and theft prevention. All programs are offered to students, faculty, and staff as requested and most are offered on an annual basis. Some of the available programs are outlined below following information on certain campus safety policies and procedures. If you or your organization would like to request a specific program, please visit police.psu.edu/community-education.

Campus Assessment Resource Education (CARE) Team

In order to enhance emergency preparedness and prevention efforts, College of Southern Idaho has established a Campus Assessment Resource Education (CARE) Team. The objective of the CARE is to systematically identify, evaluate, and manage potentially threatening situations, including persons of concern, at the College. The multidisciplinary team is composed of people from across the College.

Member(s):

Dr. Michelle Schutt, Vice-President of Student Services	(208) 732-6863
(Chair) Jason Ostrowski, Dean of Students	(208) 732-6225
Eric Neilson, Director, Human Resources	(208) 732-6267
Rosa Lopez, Assistant Dean of Students	(208) 732-6289
Elman McClain, Director, Public Safety	(208) 732-6605
Carol Vanhoozer, Counselor	(208) 732-6260

DANGEROUS WEAPONS POLICY

The College of Southern Idaho Dangerous Weapons Policy

An environment of safety and security is critical for educational institutions to cultivate a climate conducive to knowledge and learning. Therefore, this policy prohibits the possession and use of dangerous weapons on CSI property or at CSI sponsored events by students, faculty, staff and visitors except for those persons authorized by state law or campus administration to carry concealed firearms and ammunition. In order to provide a safe and positive campus environment for teaching, learning and working, this policy strongly discourages bringing a firearm onto the CSI campus or events even when permitted by law to do so.

DEFINITIONS

1. **Dangerous Weapon:** An object, device, instrument, material or substance that is used for or is readily capable of causing death or serious bodily injury. This term does not include a pocketknife with a blade of less than 2 ½ inches in length. Firearms are included in this category as are incendiary devices and explosives.
2. **Firearm:** A dangerous weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive.
3. **Concealed Firearm:** A firearm that is carried upon one's person* so as not to be readily discernible by ordinary observation. *(Upon ones Person: The physical carrying of a firearm in clothing or handbag as well as having the weapon in close proximity, readily available for prompt use.)
4. **Open Carry:** Carrying a firearm upon your person or in your vehicle where it is clearly visible.

POLICY

- Open carrying of firearms (including in vehicles) is prohibited at all times anywhere on CSI property or CSI sponsored events except for sworn peace officers or others who have been approved by campus administration.
- The possession, wearing, carrying, transporting, or use of a dangerous weapon is strictly prohibited on college owned or controlled premises, including vehicles parked upon these premises. The only exceptions to this policy are the following categories of individuals who have been authorized by state law or college administration to carry a concealed firearm on CSI property/events.
 1. Full-time sworn peace officers
 2. Qualified retired law enforcement officers
 3. Persons who hold an "Enhanced" Idaho Concealed Weapons License
 4. Those individuals who have been granted specific permission from CSI administration
- It is unlawful and a violation of this policy to carry a concealed firearm while under the influence of alcohol.
- Concealed weapons are not allowed in the following facilities:
 - Dorms
 - Gymnasium
 - Fine Arts
 - Expo Center
 - CSI Off-Campus Centers (Blaine County, Mini-Cassia, and Northside)
- An individual who discharges or purposely exhibits any firearm in a rude, angry, or threatening manner is in violation of this policy.
- Students, staff, faculty, and visitors shall produce their credentials to carry a concealed firearm (under one of the categories above in Item #2) when requested to do so by a representative of the CSI Campus Safety Department or law enforcement personnel.
- Violations of this policy may result in disciplinary action up to and including: expulsion for student offenses, termination for employee offenses, and a trespass from campus for

offending community members. Criminal violations will be referred to local law enforcement.

- Unless an employee of the college is required by the CSI President or Vice President of Administration to carry a firearm as a part of that employee's job duties, any possession or use of a firearm is not within the course and scope of employment with the college. Therefore, any civil or criminal litigation stemming from such possession or use, will not be covered or defended by the college.

REFERENCES: Idaho Code Title 18, Chapter 33

Idaho Declaration of Rights

Your Rights as a Crime Victim

CONSTITUTION OF THE STATE OF IDAHO

ARTICLE I DECLARATION OF RIGHTS

Section 22. RIGHTS OF CRIME VICTIMS. A crime victim, as defined by statute, has the following rights:

- (1) To be treated with fairness, respect, dignity and privacy throughout the criminal justice process.
- (2) To timely disposition of the case.
- (3) To prior notification of trial court, appellate and parole proceedings and, upon request, to information about the sentence, incarceration and release of the defendant.
- (4) To be present at all criminal justice proceedings.
- (5) To communicate with the prosecution.
- (6) To be heard, upon request, at all criminal justice proceedings considering a plea of guilty, sentencing, incarceration or release of the defendant, unless manifest injustice would result.
- (7) To restitution, as provided by law, from the person committing the offense that caused the victim's loss.
- (8) To refuse an interview, ex parte contact, or other request by the defendant, or any other person acting on behalf of the defendant, unless such request is authorized by law.
- (9) To read presentence reports relating to the crime.
- (10) To the same rights in juvenile proceedings, where the offense is a felony if committed by an adult, as guaranteed in this section, provided that access to the social history report shall be determined by statute.

Nothing in this section shall be construed to authorize a court to dismiss a case, to set aside or void a finding of guilt or an acceptance of a plea of guilty, or to obtain appellate, habeas corpus, or other relief from any criminal judgment, for

a violation of the provisions of this section; nor be construed as creating a cause of action for money damages, costs or attorney fees against the state, a county, a municipality, any agency, instrumentality or person; nor be construed as limiting any rights for victims previously conferred by statute. This section shall be self-enacting. The legislature shall have the power to enact laws to define, implement, preserve, and expand the rights guaranteed to victims in the provisions of this section.

Anti-Hazing Policy

The College of Southern Idaho does not tolerate hazing. Hazing is prohibited for any College recognized or sanctioned organization, student, or other person associated with an organization operating under the sanction of or recognized by the College. Organizations or individuals found responsible for hazing under this Policy, whether occurring on or off campus, may be subject to disciplinary action by the College, and may also face criminal charges under state law, <https://legislature.idaho.gov/statutesrules/idstat/title18/t18ch9/sect18-917/>. For the purposes of this Policy, it shall not be a defense that the consent of the minor or student was sought or obtained or that the conduct was sanctioned or approved by the organization.

Hazing is defined by Idaho Law, no student or member of a fraternity, sorority or other living or social student group or organization organized or operating on or near a school or college or university campus, shall intentionally haze or conspire to haze any member, potential member or person pledged to be a member of the group or organization, as a condition or precondition of attaining membership in the group or organization or of attaining any office or status therein.

“Haze” means to subject a person to bodily danger or physical harm or a likelihood of bodily danger or physical harm, or to require, encourage, authorize or permit that the person be subjected to any of the following:

- a. Total or substantial nudity on the part of the person;
- b. Compelled ingestion of any substance by the person;
- c. Wearing or carrying of any obscene or physically burdensome article by the person;
- d. Physical assaults upon or offensive physical contact with the person;
- e. Participation by the person in boxing matches, excessive number of calisthenics, or other physical contests;
- f. Transportation and abandonment of the person;
- g. Confinement of the person to unreasonably small, unventilated, unsanitary or unlighted areas;
- h. Sleep deprivation; or
- i. Assignment of pranks to be performed by the person.

The term "hazing," as defined in this section, does not include customary athletic events or similar contests or competitions, and is limited to those actions taken and situations created in connection with initiation into or affiliation with any group or organization. The term "hazing"

does not include corporal punishment administered by officials or employees of public schools when in accordance with policies adopted by local boards of education.

A student or member of a fraternity, sorority or other student organization, who personally violates any provision of this section shall be guilty of a misdemeanor.

Reporting Violations of Hazing

The College strongly encourages all members of the College community who believe they have witnessed, experienced, or are aware of conduct that constitutes hazing to report the conduct to the Office of Student Conduct, Human Resources, and/or the appropriate police agency. Anonymous reports may also be submitted.

This Policy and reports made pursuant to this Policy do not supersede or replace other reporting obligations mandated by law or College policy. Reported allegations of hazing will be investigated by the College, or other appropriate investigating agencies, and, if violations are found, individuals and organizations will be held accountable by the relevant College entity that has authority over the individual (e.g., Student Conduct or College /Athletics). Violations may result in disciplinary actions for individuals or organizations, which can include, but are not limited to, written warnings, probation, fines, loss of privileges, loss of recognition, mandatory training or education, loss of salary increase, administrative leave, suspension, expulsion, revocation of tenure, discontinued participation in youth programming allegations have been satisfactorily resolved and/or termination of employment. Such penalties shall be in addition to any other penalties imposed for violating state criminal law or any other College rule or policy.

College Report

The College will maintain a report of all violations of this Policy, or of Federal or State laws related to hazing that are reported to the College for the five (5) previous consecutive years. The College will update the report biannually on January 1st and August 1st.

STUDENT CONDUCT

Student Affairs Office

The Student Affairs Office strives to deliver a conduct process that is equitable, just, educational, effective and expeditious; and to provide a system that promotes individual and organizational growth through responsibility and in which the success of its educational endeavors is characterized by increased civility.

The Student Code of Conduct

The Student Affairs Office is responsible for administering the Code of Conduct, which articulates the behavioral standards and the equitable procedures employed by the College to respond to allegations of student or organizational misconduct.

The Code of Conduct is administered at all College of Southern Idaho campuses, may also address off-campus student or organizational misconduct when a student's or organization's behavior affects a substantial College interest.

Students or organizations who are found responsible for violations may be subject to sanctions ranging from conversation, probation, suspension or expulsion from the College. Students or organizations residing in College housing may also lose the privilege of living on campus.

In most cases, the Student Affairs Office will also assign developmental and educational interventions designed to promote greater awareness and improved decision making for students or organizations and to deter future misconduct.

The College will, upon written request, disclose to an alleged victim of a crime of violence or non-forcible sexual assault the outcome of the conduct process in writing. Written request is not required, however, from an alleged victim of, domestic violence, dating violence, sexual assault, or stalking. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as an alleged victim for purposes of this paragraph.

In instances where a student's or organization's conduct, behavior, or other objective evidence provides a reasonable cause to believe a student or organization is an immediate and significant threat to the health or safety of other persons, to property of the College or others, to disrupting essential campus operations, or to the student's own health or safety, the Student Affairs Office may assign an Interim Suspension and/or other interim actions that are designed to protect the health and safety of the community and members therein.

The Student Affairs Office also provides outreach programming designed to inform and educate students and to promote the values of the College of Southern Idaho. Please visit the Student Affairs Office website at <https://www.csi.edu/student-affairs/>, where you can find the Student Code of Conduct, Title IX, and links to all policy and procedural guidelines related to the Student Conduct process.

[Additional Information Regarding the Student Code of Conduct](#)

The College of Southern Idaho is obligated to provide all students and organizations with the College regulations, policies, and procedures governing student and organization conduct. Penn State policies and procedures, including the Code of Conduct and the Off-Campus Misconduct Policy, are published on the Student Conduct website, <https://www.csi.edu/student-affairs/>. If you have additional questions, special needs, or wish to request a hard copy of this information, please contact the Student Affairs Office on the College of Southern Idaho main campus.

[Parental Notification Policy](#)

The College of Southern Idaho, under the guidelines of the Family Educational Rights and Privacy Act (FERPA), notifies parents and families in specific instances where a student accepts

responsibility, or is found responsible, for a violation of an alcohol or drug policy or receives a sanction that may impact their status as a student.

The College reserves the right to notify parents/guardians of dependent students regarding any conduct situation, particularly alcohol and other drug violations. The College may also notify parents/guardians of non-dependent students who are under age 21 and are charged with alcohol and/or drug law or Policy violations. Where a student is not-dependent, the College reserves the right to contact parents/guardians to inform them of situations in which there is a health and/or safety risk. The College also reserves the right to designate which College officials have a need to know about individual conduct complaints pursuant to the Family Educational Rights and Privacy Act (FERPA)

For more information, please review the following website for the College Code of Conduct and additional information concerning Parental Notification:

<https://www.csi.edu/files/pdf/student-handbook/student-code-of-conduct.pdf>

MISSING STUDENT NOTIFICATION

Effective August 14, 2008, the Higher Education Opportunity Act of 2008 requires any institution participating in a Title IV federal student financial aid program that maintains on campus housing facilities to establish a missing student notification policy and related procedures (20 USC 1092(j) Section 488 of the Higher Education Opportunity Act of 2008) for students living in on campus housing. The following policy and related procedures is the College of Southern Idaho's official Missing Student Policy.

Definitions

The College/CSI – Any owned or leased property that the College of Southern Idaho has academic/administrative functions control and function.

Student – The College defines a student as any person enrolled in any class or program of the College, full or part time.

Emancipated Individual – A person less than 18 years of age who has been declared by a court to be independent of his or her parents.

Policy

The College of Southern Idaho will provide every student living in on campus student housing the opportunity and means to identify a missing student contact to be used in the event the student is reported missing. Missing student contact information will be registered confidentially and will be accessible only to authorized College officials and may not be disclosed except to law enforcement personnel in furtherance of a missing person investigation.

In accordance with the procedures established within this policy, within 24 hours after a student living in on campus student housing has been reported missing and the student is not known to have returned to the College or otherwise been located, the Dean of Students or his/her designee will notify the individual the student has designated as his/her missing person contact. If the missing student is under 18 years of age and not an emancipated individual, the Dean of Students or his/her designee will also notify the student's custodial parent or guardian.

Students will be notified annually that each residential student of the College has the option to confidentially designate an individual to be contacted by the College of Southern Idaho administration no later than 24 hours after the time that it is determined the student is missing.

CSI provides each student with the means and opportunity to register their confidential missing student contact information the Housing Coordinator by filling out the Address and Contact Information. This confidential missing student contact can be anyone. This option is provided to students even if a student has already registered an individual as a general emergency contact. The student also has the option to identify the same individual for both their general emergency contact and missing student contact.

The College of Southern Idaho, Public Safety Department will assist the Twin Falls Police Department investigate all reports of missing students.

Procedures

Any individual who believes a student living in on-campus student housing may be missing should immediately contact the Housing Coordinator and Public Safety. The Housing Coordinator may notify the Dean of Students upon receipt of a missing student report. When receiving such report, the Dean of Students, Housing Coordinator and Public Safety will attempt to determine whether the student is, in fact, missing. Among other steps that may be taken depending on the circumstances:

- The Dean of Students or his/her designee will attempt to contact the student through all reasonable and available means.
- Public Safety will investigate the validity of the missing person report and manage the information according to its established investigative standards.
- Public Safety may notify appropriate College personnel and seek their aid in the investigation (e.g. Student Affairs, Residence Life, Counseling and Psychological Services, etc.)
- Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, Public Safety will notify local law enforcement agencies within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

If, within 24 hours of the report, Public Safety is unable to locate the missing student and the student is not known to have returned to the College or otherwise located, Public Safety will notify the Dean of Students and he/she or his/her designee will take the following action(s):

The Dean of Students or his/her designee will promptly notify the individual the student has designated as his/her missing person contact and document the date and time of the notification.

If the missing student is under 18 years of age and not an emancipated individual, the Dean of Students or his/her designee will also notify the student's custodial parent or guardian and document the date and time of the notification.

Public Safety and the Dean of Students will coordinate their efforts to locate the missing student. The Dean of Students will notify the Vice President of Student Affairs and update him/her on the status of the investigation as appropriate.

When the missing student is located, the Dean of Students or his/her designee will contact the student to offer any appropriate support, as well as the emergency contacts and/or parents to confirm the student has been located.

If the initial investigation is unsuccessful in locating the missing student, Public Safety will continue to assist Twin Falls Police Department investigate according to established police procedures. The Dean of Students will decide what further action, if any, should be taken by the Office of Student Affairs.

Additional Information

While this policy applies only to students living in on campus student housing, reports of students missing from off-campus residences will be referred to the law enforcement agency having jurisdiction over the student's local residence, if known, or the student's permanent residence if a local residence cannot be determined, and the College will cooperate within its legal limitations with any subsequent investigation.

College Contacts for Missing Students

Dr. Michelle Schutt, Vice-President of Student Services	(208) 732-6863
Jason Ostrowski, Dean of Students	(208) 732-6225
Rosa Lopez, Assistant Dean of Students	(208) 732-6289
Brandon Parence, Residence Hall Coordinator	(208) 732-6575
Director, Public Safety	(208) 732-6605

CRIME PREVENTION/SAFETY AWARENESS PROGRAMS

In an effort to promote safety and security awareness, the Public Safety Department maintains a strong working relationship with the College of Southern Idaho community. This relationship includes offering a variety of safety and security programs and services and crime prevention programming. If you or your organization would like to request a specific program, please contact the Director, Public Safety at either <https://www.csi.edu/security/default.aspx> or (208) 732-6005.

The following are some of the programs and services that could be available.

Being Prepared. Emergency Preparedness. This proactive program will provide you with useful safety tips to help you and your family plan and be prepared in case of an emergency. Planning ahead can help you to remain calm and have a plan of action in any situation, from a minor incident to a major catastrophe.

Domestic Violence. The program provides awareness and statistical information on the common challenges victims face with relationship/domestic violence.

Drug Awareness and Recognition. This program outlines the most abused drugs on campus, warning signs of abuse and how these drugs affect students and the community.

Public Safety Officer Interviews. Public Safety members are available for interviews for individuals' writing papers, conducting research, or working on public safety-related projects. Appointments are preferred.

Operation ID/Engraving. Public Safety provide engraving tools and instruction to persons interested in marking and identifying valuable items.

Personal Safety in Today's Times. This program offers information and discussion about the latest in practical techniques for protecting yourself and your belongings while at home, at work, and when traveling. This program will help you to create an awareness of possible unsafe scenarios.

Sexual Assault Prevention. This program covers issues involving sexual assault and corresponding relevant research and statistics.

Safety and Security for Office Personnel. This program offers useful safety guidelines for the workplace, reviews security features typical of campus buildings, and identifies different ways to contact the police. You will learn how to implement a code word, how to deal with irate customers in a safe manner, and how to respond if you encounter an individual with a weapon.

Run, Hide, Fight: Surviving an Active Attacker. None of us want to be confronted by an active attacker, but violent attacks do happen. What would you do if you heard shots coming from outside your office or classroom or, worse yet, what if someone with a gun came onto your campus and began to fire? Would you know what to do? How to act? How to deal with your

fears so you could save your own life and the lives of those around you? Participants who attend this program will know how to answer these questions or where to find the necessary resources.

Theft Prevention. Information and precautions to be taken to minimize the risk of becoming the victim of theft.

Workplace Violence. This program helps managers and supervisors assess employee potential for acting violently in the workplace.

Local Law Enforcement on Campus. Twin Falls Police Department is available to discuss police procedures and services that are available.

Clery Act Compliance Program(s)

Sexual Assault Awareness. Program provides definitions of consent, definitions of rape and sexual assault, Idaho law, alcohol information, reporting procedures, community resources, victim rights, and safety procedures (risk reduction/safety planning for victims) and include primary prevention information.

Relationship Violence. Program provides an overview of emotional, psychological, verbal, and physical abuse, as well as power and control dynamics, Idaho law, community resources, victim rights, and safety planning information.

Stalking. Program provides descriptions of stalking behaviors, Idaho law, and safety planning; and also provide an example of a stalking log.

Student Conduct Program(s)

Knowing the Code. Information about the Code of Student Conduct, alcohol and drug use/misuse, computer software use/misuse, academic integrity, sexual misconduct. Online: <https://www.csi.edu/files/pdf/student-handbook/student-code-of-conduct.pdf>

Housing Staff Training. Information about the Code of Student Conduct, alcohol and drug use/misuse, computer software use/misuse, academic integrity, sexual misconduct. Campus Security Authority and other College policies.

Sexual Misconduct Prevention and Response Program(s)

Introduction to Title IX. Provides faculty, staff and students with information about Title IX which includes definitions, policy, reporting process, what will occur after a report has been made and the college's obligations. <https://www.csi.edu/title-ix/>

THE COLLEGE OF SOUTHERN IDAHO'S RESPONSE TO DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

The College of Southern Idaho does not discriminate on the basis of sex in its educational programs nor tolerate sexual violence, or sexual harassment, which are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether gender based or not and include dating violence, domestic violence, and stalking. As a result, The College of Southern Idaho issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct, educational programs, and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus, and how these events are reported to a College official. In this context, The College of Southern Idaho prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking, and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the College community.

Our Commitment to Addressing Sexual Assault/ Rape, Domestic Violence, Dating Violence, and Stalking

The College does not tolerate sexual misconduct or abuse, such as sexual assault, rape, or any other forms of nonconsensual sexual activity (<https://www.csi.edu/student-handbook/discrimination-and-harassment/policy.aspx>). Sexual misconduct in any form violates the Student Code of Conduct(<https://csi.smartcatalogiq.com/en/2017-2018/Catalog/Becoming-a-Student/Student-Code-of-Conduct>) and may also violate State or Federal laws. Violations are subject to disciplinary sanctions through the Office of Student Conduct.

What is Consent?

Idaho does not define consent in reference to sexual activity.

Defining Sexual Assault/Rape, Domestic Violence, Dating Violence, and Stalking Sexual Assault

Idaho law, Sexual assault is any type of unwanted sexual contact, violence, or other behavior. Unwanted sexual activity is that which occurs without knowing, voluntary, and positive consent of the focus of the behavior. Falling under the definition of sexual assault is sexual activity such as completed or attempted unwanted sexual intercourse (rape), continuing with sexual activity beyond the bounds of consent (for example, not using a condom when consent was based on condom use or sexual penetration of any orifice), and nonconsensual fondling. Sexual assault is never the victim's fault, rather it is the of the person engaging in the sexual activity to do so without getting explicit consent.

Sexual Assault

Occurs when a person engages in sexual intercourse or deviate sexual intercourse with a complainant without the victim's consent, and includes rape, fondling, incest, or statutory rape. Sexual assault also includes, but is not limited to, attempted or unwanted sexual activity, such as sexual touching and fondling. This includes the touching of an unwilling person's intimate parts (defined as genitalia, groin, breast or buttock, or clothing covering them), or forcing an unwilling person to touch another's intimate parts.

The Clery Act defines Sexual Assault as any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. This includes Rape, Fondling, Incest, and Statutory Rape as defined by the Clery Act.

Rape

The penetration, however slight, of the oral, anal, or vaginal opening with a penis accomplished under any of the following circumstances:

- Where the victim is under the age of 16 years and the perpetrator is 18 years of age or older.
- Where the victim is 16 or 17 years and the perpetrator is three years or older than the victim.
- Where the victim is incapable, through any unsoundness of mind, due to any cause including, but not limited to, mental illness, mental disability, or developmental disability (temporary or permanent), of giving legal consent.
- Where the victim is prevented from resistance due to an objectively reasonable belief that resistance would be futile or that resistance would result in force or violence beyond that necessary to accomplish the prohibited contact.
- Where the victim resists but the resistance is overcome by force or violence.
- Where the victim is prevented from resistance by the infliction, attempted infliction, or threatened infliction of bodily harm; or is unable to resist due to any intoxicating, narcotic, or anesthetic substance.
- Where the victim is at the time unconscious of the nature of the act.
- Where the victim submits under the belief that the perpetrator is the victim's spouse, and the belief is induced by artifice, pretense, or concealment practiced by the perpetrator, with intent to induce such belief.
- Where the victim submits under the belief that the perpetrator is someone other than the accused, and the belief is induced by artifice, pretense, or concealment practiced by the accused, with the intent to induce such belief; or
- Where the victim submits under the belief, instilled by the perpetrator, that if the victim does not submit, the perpetrator will cause physical harm to some person in the future; or cause damage to property; or engage in other conduct constituting a crime; or accuse any person of a crime or cause criminal charges to be instituted against the victim; or expose a secret or publicize an asserted fact, whether true or false, tending to subject any person to hatred, contempt, or ridicule.

The Clery Act defines Rape as the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

Domestic Violence

In Idaho Domestic Violence is defined as the physical injury, sexual abuse, forced imprisonment, or threat thereof, of a: Family member, household member, minor child (by a person with whom the child has had or is having a dating relationship) or an adult (by a person with whom the child has had or is having a dating relationship)

Three types of Domestic Violence

Battery Resulting in Traumatic Injury

An offender who commits a battery against a household or family member that results in a traumatic injury is guilty of felony domestic battery.

Assault Not Resulting in Traumatic Injury

An offender who commits an assault against a household or family member that doesn't result in traumatic injury is guilty of misdemeanor domestic assault.

Battery Not Resulting in Traumatic Injury

An offender who commits a battery against a household or family member that doesn't result in traumatic injury is guilty of misdemeanor domestic battery.

The Clery Act defines Domestic Violence as a felony or misdemeanor crime of violence committed

- By a current or former spouse or intimate partner of the victim
- By a person with whom the victim shares a child in common
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- 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 jurisdiction in which the crime of violence occurred.

Dating Violence: Dating Violence is not specifically defined by Idaho state statute.

The Clery Act defines Dating Violence as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Stalking

Under Idaho law, Stalking is when an abuser intentionally and maliciously engages in a "course of conduct" that -

- seriously alarms, annoys, or harasses you (and would cause a “reasonable person” to feel substantial emotional distress). Or
- would cause a “reasonable person” to be in fear of his/her own death or physical injury or in fear of a family or household member’s death or physical injury.

A “**course of conduct**” means that the abuser has repeatedly made “nonconsensual contact” with you or your family or household members. In other words, the contact began or continued without your consent, went beyond the scope of any contact that you did consent to, or it happened even though you specifically asked that s/he not contact you or stop contacting you (if at first you were OK with it). Some examples of “**nonconsensual contact**” include, but are not limited to:

- following you or maintaining surveillance (electronic or otherwise) on you.
- contacting you in a public place or on private property.
- appearing at your home or workplace.
- entering onto or remaining on property owned, leased, or occupied by you.
- contacting you by telephone or causing your telephone to ring repeatedly or continuously regardless of whether s/he says anything over the phone.
- sending you mail, email, or other electronic communications; or
- placing an object on or delivering an object to property owned, leased, or occupied by you.

The Clery Act defines Stalking as engaging in a course of conduct directed at a specific person that would cause a reasonable person to

- fear for the person’s safety or the safety of others
- suffer substantial emotional distress.

[What to do if you have been the victim of sexual assault, dating violence, domestic violence, or stalking](#)

After an incident of sexual assault, it is important to seek medical attention as soon as possible. It is important that victims of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence, as may be necessary to the proof of criminal activity, may be preserved. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.

Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College hearing boards/ investigators or police. Victims of sexual assault, domestic violence, stalking and dating violence are also encouraged to preserve physical and medical evidence as may be necessary to the proof of criminal domestic violence, dating violence, sexual assault or stalking or in obtaining a protection order.

Although the College strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report, and victims have the right to decline involvement with the police. Whether a victim reports the crime to the police, or not, if the alleged offender is a member of the College community, the victim has a right to proceed to seek College discipline against the offender as explained in more detail in the section of this Annual Security Report entitled, "College Procedures for Responding to Reports of Sexual Assault, Domestic Violence, Dating Violence, and Stalking."

To criminally report an incident involving a sexual assault, domestic violence, stalking, and dating violence, contact the College of Southern Idaho Public Safety Department at 208-732-6605 and/or 911 for local law enforcement. The College will assist any victim with notifying local police if they so desire, including assisting a victim with making a police report. Making a police report can involve calling or visiting the local police agency to initiate a report. A victim of domestic violence, dating violence, sexual assault or stalking who proceeds through the criminal process has the following rights, which, upon request, will be provided to a reporting student or employee in writing, regardless of where the crime occurred:

- To receive information concerning available services for victims
- To be notified of certain significant actions and proceedings pertaining to your case
- To be accompanied at all public criminal proceeding by a victim advocate, family member or another person
- In cases involving personal injury crimes, burglary, and crimes relating to driving under the influence which involved bodily injury, the victim may offer prior comment on the potential reduction or dropping of any charge or changing of a plea.
- Where applicable, to assist in obtaining an order of protection, no contact order, restraining order, or other similar lawful order issued by a criminal, civil or tribal court, or a no contact directive from the College.
- If personal injury results from the incident, and the offender is sentenced to a state correctional facility, the victim has the opportunity to provide prior comment on and to receive state post sentencing release decisions (work release, parole, pardon, or community treatment center placement) and to be provided immediate notice of escape of the offender
- If personal injury occurs from the incident and the offender is sentenced to a local correctional facility, the victim has the right to receive notice of release of the offender (including work release, furlough, parole, community treatment center placement) and to be provided with immediate notice of the escape of the offender
- When an offender is committed to a mental health facility from a state correctional institution, the victim has the right to notice of the discharge, transfer, or escape of the offender from the mental health facility
- The victim has the right to have assistance in the preparation of, submission of and follow-up on financial assistance claims to the Crime Victim's Compensation Program.

Moreover, to the extent of the victim's cooperation and consent, College offices will work cooperatively to ensure that the complainant's health, physical safety, work, and academic status are protected, pending the outcome of a formal College investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic, living, transportation, or working situations or protective measures in addition to counseling, health services, and assistance in notifying appropriate local law enforcement, which, where appropriate and requested and to the extent permissible by law, will be kept confidential. All options for accommodations and protective measures will be provided to the complainant in writing upon request. The College will make available accommodations or provide protective measures regardless of whether the complainant chooses to report the crime to campus police or local law enforcement. For information about protecting confidentiality, see the section of this Annual Security Report entitled "Protecting the Confidentiality of Victims."

[Risk reduction, warning signs of abusive behavior and future attacks](#)

No victim is EVER to blame for being assaulted or abused. Unfortunately, studies show that a person who is the victim of sexual or dating violence is more likely to be re-victimized. Below are some tips to help reduce your risk, to recognize warnings signs of abusive behavior and how to reduce the risk of a potential attack.

[Warning Signs of Abusive Behavior](#)

Domestic and dating abuse often escalates from threats and verbal abuse to violence. And, while physical injury may be the most obvious danger, the emotional and psychological consequences of domestic and dating violence are also severe. Warning signs of dating and domestic violence include:

1. Being afraid of your partner
2. Constantly watching what you say to avoid a "blow up"
3. Feelings of low self-worth and helplessness about your relationship
4. Feeling isolated from family or friends because of your relationship
5. Hiding bruises or other injuries from family or friends
6. Being prevented from working, studying, going home, and/or using technology (including your cell phone)
7. Being monitored by your partner at home, work, or school
8. Being forced to do things you don't want to do.

[Help Reduce Your Risk and Avoid Potential Attacks](#)

If you are being abused or suspect that someone you know is being abused, speak up or intervene.

Get help by contacting the Counseling Center, Student Services, or Human Resources for support services:

1. Learn how to look for "red flags" in relationships so you can learn to avoid some of those characteristics in future partners
2. Consider making a report with College Public Safety and/or the Title IX Coordinator and ask

for a “no contact” directive from the College to prevent future contact

3. Consider getting a protection from abuse order or no contact order from a local judge or magisterial justice
4. Learn more about what behaviors constitute dating and domestic violence, understand it is not your fault, and talk with friends and family members about ways you can be supported
5. Trust your instincts—if something does not feel right in a relationship, speak up or end it

Sexual Assault Prevention (Rape, Abuse & Incest National Network (RAINN))

- Be aware of rape drugs
- Try not to leave your drink unattended
- Only drink from un-opened containers or from drinks you have watched being made and poured
- Avoid group drinks like punch bowls
- Cover your drink. It is easy to slip in a small pill even while you are holding your drink. Hold a cup with your hand over the top or choose drinks that are contained in a bottle and keep your thumb over the nozzle
- If you feel extremely tired or drunk for no apparent reason, you may have been drugged. Find your friends and ask them to leave with you as soon as possible
- If you suspect you have been drugged, go to a hospital, and ask to be tested
- Keep track of how many drinks you have had
- Try to come and leave with a group of people you trust
- Avoid giving out your personal information (phone number, where you live, etc.). If someone asks for your number, take his/ her number instead of giving out yours

Traveling around campus (walking)

- Make sure your cell phone is easily accessible and fully charged
- Take major, public paths rather than less populated shortcuts
- Avoid dimly lit places and notify campus services if you believe that lights need to be installed in an area
- Be alert and aware of your surroundings and avoid unnecessary distractions
- Travel in groups when possible
- Carry a noisemaker (like a whistle) on your keychain
- Carry a small flashlight on your keychain
- If walking on campus feels unsafe, please call Public Safety at (208) 732-6605. An Officer will accompany students, faculty, or staff from one on campus location to another. Escort services are available 365 days a year from dusk to dawn.

Bystander Intervention

We all have a role to play in watching out for each other at The College of Southern Idaho. Bystander intervention focuses on interrupting situations related to sexual and relationship violence, mental health concerns, acts of bias, and risky drinking. Bystander intervention is built upon the premise that in order to reduce harm on campus, a cultural shift is necessary. There are two ways that bystanders can act and contribute to that cultural shift.

Reactive Choices

The 3D's are options a bystander can use to respond to concerning situations in a safe and effective way.

Direct Directly interact with the people involved in the situation and acknowledge concern.

Options to interrupt sexual violence – Grab some friends and check in together – “Are you ok?” – “I don’t think you should hook up with that person. They seem drunk.”

Options to interrupt acts of bias – “I don’t know if you intended your comment to come across that way, but I understood it as you are implying...” – “Are ALL ____ really like that? That’s not my experience.” – “Are you okay? I want to let you know I don’t agree with what that person said. Can I be supportive in some way?”

Distract When an individual does not overtly express concern, but still takes action to interrupt the situation.

Options to interrupt sexual violence – Say their friends have been looking for them – Just stick around and don’t leave the two alone – Offer an alternative activity that separates the two

Options to interrupt acts of bias – Act like you know the target and act like you are inviting them to get coffee to get them an opportunity to leave the situation. – Change the topic of conversation, then follow up later to address the issue with them

Delegate: Asking someone else to intervene. This also notifies someone else of what is going on and that something needs to be done. If someone ever feels unsafe or thinks it would put the target in more danger, a bystander should delegate.

Options to interrupt sexual violence – Talk to their friends and ask them to check in – Tell a RA – Call 911 or Public Safety – Tell the host of the event, and make sure they check in

Options to interrupt acts of bias – Tell a person in authority, like a manager, supervisor, RA, or party host – Ask a friend of the person making comments to get their friend to stop doing that – Submit a report to <https://cm.maxient.com/reportingform.php?CollegeofSouthernID>

Proactive Choices: Daily choices individuals can make that show others that violence and harm will not be tolerated on campus. No one can do everything, but everyone can do something. When enough people do things to show that they do not tolerate violence and harm at CSI, it will create an environment where less people are hurt.

- Educate yourself about sexual and relationship violence, and acts of bias.
- Use social media to share content and educate others
- Make it the norm in your friend group to check in with each other
- Learn more about these issues by choosing the topic for a class project or requesting a program for a student organization meeting

College Procedures for Responding to Reports of Sexual Assault, Domestic Violence, Dating Violence, and Stalking

In addition to, or in the alternative to, contacting College Public Safety regarding sexual assault, domestic violence, dating violence and stalking, concerns regarding incidents of sexual assault,

domestic violence, dating violence, stalking, and/or the College's related policies may also be reported to:

Michelle Schutt
Title IX Coordinator, Vice-President of Student Services
208-732-6863
mschutt@csi.edu
Taylor Building 120E

Jason Ostrowski
Deputy Title IX Coordinator, Dean of Students
(208) 732-6225
jostrowski@csi.edu
Taylor Building 238

Eric Nielson
Deputy Title IX Coordinator, Director of Human Resources
(208) 732-6267
enielson@csi.edu
Taylor Building 212

Concerns about conduct by an employee, third party or student at any College Campus or other College location should follow the reporting procedures set forth above and, on the website, "Report a Concern," (<https://cm.maxient.com/reportingform.php?CollegeofSouthernID>).

Upon making a report to the College that you are the victim of domestic violence, dating violence, sexual assault, or stalking whether the offense occurred on or off campus, the College will provide you with a written explanation of your rights and options. If you or someone you know is the victim of a sexual assault, domestic violence, dating violence, and/or stalking, the victim has several rights, including

- The right to report the incident to College Public Safety or local authorities. The College will assist victims in notifying either the College or local police. Filing a police report does not mean the victim must pursue criminal charges. The victim maintains his or her rights throughout the process.
- The right to receive written information about existing counseling health, mental health, victim advocacy, legal assistance, Visa/immigration assistance and student financial aid.
- The right to receive written notification about options for available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures.
- In addition to the campus services listed below, several community service organizations can provide counseling, mental health, and other related services to sexual assault victims.
- Resources and contact information can be found on the Sexual Harassment and Assault Reporting and Education website at <https://www.csi.edu/title-ix/>.

Resources:

- Sexual Misconduct Prevention and Response – response to reports of sexual harassment and sexual misconduct, coordination of resources and support services, education, and training. Title IX Coordinator (<https://www.csi.edu/title-ix/>)
- Affirmative Action – diversity education services (<https://www.csi.edu/hr/>)
- Student Health Services – confidential medical services (<https://csi.smartcatalogiq.com/en/2017-2018/Catalog/Student-Services/Student-Affairs/Student-Health-Services>)
- Residence Life – support, residence hall accommodation, and referrals (<https://csi.smartcatalogiq.com/2017-2018/Catalog/Student-Services/Student-Affairs/Residence-Hall> <https://csi.smartcatalogiq.com/2017-2018/Catalog/Student-Services/Student-Affairs/Campus-Apartments>)
- Counseling Services – confidential counseling, support, and referrals (<https://csi.smartcatalogiq.com/en/2017-2018/Catalog/Student-Services/Student-Affairs/Counseling-Services>)
- Office of Student Conduct – support, referrals, and resolution of complaints (<https://www.csi.edu/student-affairs/>)
- College Public Safety – safety, support, and referrals (<https://www.csi.edu/security>)
- Employee Assistance Program – counseling for faculty/staff (<https://www.csi.edu/hr/>)
- Victim Witness Advocate – court accompaniment (<https://www.vavmv.org/>)
- Centre County Resources – shelter, support groups, counseling (<https://www.vavmv.org/>)
- College of Southern Idaho Human Resources – (<https://www.csi.edu/hr/>)
- Idaho Coalition Against Rape – (1-208-384--0419) (<https://idvsa.org/>)
- Idaho Coalition Against Domestic Violence – (1-208-384--0419) (<https://idvsa.org/>)

If a victim of an alleged sexual assault or relationship violence incident requests a change in her or his living arrangements or academic schedule, the Title IX Coordinator and other offices at the College are obligated to assist the individual with making these changes, as long as they are reasonably available. Furthermore, the College may assist victims with student financial aid assistance and/or visa/immigration assistance if requested and to the extent they are reasonably available.

SEX OFFENDER REGISTRY

The Campus Sex Crimes Prevention Act of 2000 is a federal law that requires institutions of higher education to advise the campus community where information concerning registered sex offenders may be obtained. It also requires sex offenders, already required by state law to register in a state, to provide notice to each institution of higher education in that state, at which the person is employed, carries on a vocation, or is a student.

Megan's Law

Members of the general public may request community notification fliers for information concerning sexually violent predators in a particular community by visiting the chief law enforcement officer in that community. In jurisdictions where the Idaho State Police is the primary law enforcement agency, members of the general public may make such requests at the local Idaho State Police Station in that community. This information is also available on the Idaho State Police “Megan’s Law” website https://isp.idaho.gov/sor_id/

DRUG AND ALCOHOL POLICY

The College of Southern Idaho recognizes the health risks and costs associated with the use of illicit drugs and the abuse of alcohol and is committed to providing a drug-free and alcohol-free educational environment, which supports the mission of the college.

It is the policy of the College of Southern Idaho that the unlawful manufacture, distribution, dispensation, possession, use of a controlled substance, or the purchase, sale, possession, use, or consumption of alcohol is strictly prohibited on college premises and at all college-sponsored events and activities on and off campus. Drug and alcohol policy violations may also constitute violations of laws and students are accountable to both the college and the appropriate law enforcement agency. State and federal laws also prohibit the use and/or possession of illegal drugs and drug paraphernalia. CSI reserves the right to notify appropriate law enforcement agency when violation of the alcohol and drug policy is also a violation of law.

Under Idaho law, it is illegal for any person under 21 years of age to purchase or attempt to purchase or otherwise procure, possess, or consume beer, wine, or other alcoholic or intoxicating liquor. It is also illegal to sell, serve, give or furnish beer, wine, or other alcoholic or intoxicating liquor to a person under age specified above. It is also illegal for any underage person to falsify a driver’s license or other identification document or for any person to permit his/her driver’s license or any other identification document by and underage person to purchase alcoholic beverages. Local beverage ordinances, which conform closely to state law, also apply on college premises and are enforced by the appropriate law enforcement agency.

CSI has adopted and implemented an alcohol and drug abuse prevention program. The Board of Trustees authorizes the president of the college or his designee to permit the presence of alcohol at an off-campus College-sponsored event when, in his discretion, it is appropriate. This alcohol policy does not apply to The College of Southern Idaho Foundation.

CSI’s primary role in dealing with matters involving the use or potential use of drugs or alcohol by its students is that of prevention, counseling, and education.

This policy is subject to change at any time, as the college’s administration may deem necessary for the protection of people or property.

CSI Drug and Alcohol Violation Procedures

The following guidelines represent typical responses that will most likely occur when violations of CSI's drug and alcohol policy are made. Although each incident is considered on its own merit, prior policy violations will be taken into consideration when decisions are rendered. In some situations, a first offense may result in a more serious response, given the nature of the incident. Students may take the two-hour drug education seminar even if they have not violated the drug and alcohol policy.

Level 1

A level 1 offense is when a student violates the drug and alcohol policy for the first time. The student will be required to attend a two-hour drug education seminar. An example of this violation may include, but is not limited to, possession of alcohol under age or sustained presence in a room where other drug and alcohol policy violations are taking place.

Level 2

A level two offense is when a student violates the drug and alcohol policy for a second time or when a student's use of substances causes personal or academic consequences. Depending on the situation the student will attend the two-hour education seminar. Students will also be referred to counseling services, a 12-step program and a letter sent to their parents (if under the age of 21). Examples of this violation include, but are not limited to: possession of marijuana, drug paraphernalia, large quantities of alcohol, kegs or beer balls, or use in public or common areas, participation in drinking games, or a repeat of a level one offense.

Level 3

A level three offense involves behavior that suggests the excessive consumption of alcohol or drugs, or leads to an alcohol or other drug-related arrest. At this level, the student's family will be notified; the student will either be placed on temporary behavioral probation depending on the individual circumstances. This level of severity may require that the student receive a professional alcohol assessment. Examples of violations at this level might include, but are not limited to, third violation of policy, alcohol and other drug related hospitalization, arrest for false identification, DWAI/DUI while on campus or at any CSI sponsored event. NOTE: Students who are responsible for hosting or sponsoring drinking games, who procure kegs, or otherwise engage in sponsoring behavior, which is unsafe, by its nature are considered to be responsible for a level three offense.

Level 4

A level four offense is when substance use results in behavior that leads to potential or actual harm to self or others. The student will likely be suspended or separated from CSI and could face referral to the local law enforcement agency. Some examples might include, but are not limited to: growing, manufacturing, selling, or distributing illegal substances, selling or distributing prescribed medications, possessing cocaine, opioid's, or hallucinogens, fighting, sexual harassment/assault, verbal threats, while under the influence of alcohol or illegal drugs or more than three violations of the policy.

Sanctions: Sanctions are designed to promote the College's educational mission. Sanctions may also serve to promote safety or to deter students from behavior which harms or threatens people or property. Refer to the Student Code of Conduct for possible sanctions.

Appeals Process: CSI has established a committee composed of students, faculty, and staff to deliberate student appeals. All appeals must be formally submitted to the Associate Dean of Student Affairs no later than 10 working days after the sanction has been imposed.

Failure to Comply: If students choose to not participate in the required activities relative to their violation of the drug and alcohol policy, the student may be suspended from CSI.

Letter and Policy

Students under the age of 21 are subject to the parent/guardian notification policy. The College of Southern Idaho reserves the right to apply this policy to students over 21 where circumstances are such that it is in the best interest of the student and the College.

Conditions under which parent/guardian may be notified:

1. As a rule, upon the finding of responsibility for the first alcohol or drug related offense. The student will be required to attend a 2-hour educational seminar.
2. Students, who violate level two, three or four of the drug and alcohol policy, are subject to parental notification in either written or verbal form, if they are under the age of 21.
3. Student affairs administrators reserve the right to exercise professional judgment and discretion in the application of this policy.

State and Federal Law

Under Idaho law, it is illegal for any person under 21 years of age to purchase or attempt to purchase or otherwise procure, possess, or consume beer, wine, or other alcoholic or intoxicating liquor. It is also illegal to sell, serve, give or furnish beer, wine, or other alcoholic or intoxicating liquor to a person under age specified above. It is also illegal for any underage person to falsify a driver's license or other identification document or for any person to permit his/her driver's license or any other identification document by and underage person to purchase alcoholic beverages. Local beverage ordinances, which conform closely to state law, also apply on College premises and are enforced by the appropriate law enforcement agency.

Idaho State Law(s) Pertaining to Controlled Substances

I.C. 37-2732 (a) Manufacture and Distribution

- Except as authorized by this chapter, it is unlawful for any person to manufacture or deliver, or possess with intent to manufacture or deliver, a controlled substance.
- Any person who violates this subsection with respect to:
- A controlled substance classified in schedule I which is a narcotic drug or a controlled substance classified in schedule II, except as provided for in section 37-2732B(a)(3), [Idaho Code,] is guilty of a felony and upon conviction may be imprisoned for a term of years not to exceed life imprisonment, or fined not more than twenty-five thousand dollars (\$25,000), or both;
- Any other controlled substance which is a nonnarcotic drug classified in schedule I, or a controlled substance classified in schedule III, is guilty of a felony and upon conviction may be imprisoned for not more than five (5) years, fined not more than fifteen thousand dollars (\$15,000), or both;
- A substance classified in schedule IV, is guilty of a felony and upon conviction may be imprisoned for not more than three (3) years, fined not more than ten thousand dollars (\$10,000), or both;
- A substance classified in schedules V and VI, is guilty of a misdemeanor and upon conviction may be imprisoned for not more than one (1) year, fined not more than five thousand dollars (\$5,000), or both.

I.C. 37-2732 (c) Possession

- It is unlawful for any person to possess a controlled substance unless the substance was obtained directly from, or pursuant to, a valid prescription or order of a practitioner while acting in the course of his professional practice, or except as otherwise authorized by this chapter.
- Any person who violates this subsection and has in his possession a controlled substance classified in schedule I which is a narcotic drug or a controlled substance classified in schedule II, is guilty of a felony and upon conviction may be imprisoned for not more than seven (7) years, or fined not more than fifteen thousand dollars (\$15,000), or both.
- Any person who violates this subsection and has in his possession lysergic acid diethylamide is guilty of a felony and upon conviction may be imprisoned for not more than three (3) years, or fined not more than five thousand dollars (\$5,000) or both.
- Any person who violates this subsection and has in his possession a controlled substance which is a nonnarcotic drug classified in schedule I except lysergic acid diethylamide, or a controlled substance classified in schedules III, IV, V and VI is guilty of a misdemeanor and upon conviction thereof may be imprisoned for not more than one (1) year, or fined not more than one thousand dollars (\$1,000), or both.
- It shall be unlawful for any person to be present at or on premises of any place where he knows illegal controlled substances are being manufactured or cultivated, or are being held for distribution, transportation, delivery, administration, use, or to be given away. A violation of this section shall deem those persons guilty of a misdemeanor and upon conviction shall be punished by a fine of not more than three hundred dollars (\$300) and not more than ninety (90) days in the county jail, or both.

- If any person is found to possess marijuana, which for the purposes of this subsection shall be restricted to all parts of the plants of the genus Cannabis, including the extract or any preparation of cannabis which contains tetrahydrocannabinol, in an amount greater than three (3) ounces net weight, it shall be a felony and upon conviction may be imprisoned for not more than five (5) years, or fined not more than ten thousand dollars (\$10,000), or both.

Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance

21 U.S.C. 844(a)

First conviction: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.

After 1 prior conviction: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000 or both.

After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 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 5 years in prison, not to exceed 20 years and fined up to \$250,000 or both, if:

- a. 1st conviction and the amount of crack possessed exceeds 5 grams.
- b. 2nd crack conviction and the amount of crack possessed exceeds 3 grams.
- c. 3rd or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.

21 U.S.C. 853(a)(2) and 881(a)(7)

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 1 year imprisonment. (See special sentencing provisions re: crack.)

21 U.S.C. 881(a)(4)

Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.

21 U.S.C. 844a

Civil fine of up to \$10,000 (pending adoption of final regulations).

21 U.S.C. 862a

Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses.

18 U.S.C. 922(g)

Ineligible to receive or purchase a firearm.

Federal Financial Aid

In general, a student who has been convicted of any offense under any federal or state law involving the illegal possession or sale of a controlled substance **will not** be eligible to receive any federal grant, loan, or work assistance under this applicable federal law during the period beginning on the date of such conviction and ending after the interval specified below:

Student Ineligibility for Grants, Loans, or Work Assistance

- For **possession** of illegal drugs, ineligibility period is
 - First offense 1 year from date of conviction
 - Second offense 2 years from date of conviction
 - Third+ offense Indefinite
- For **sale** of a illegal drugs, ineligibility period is
 - First offense 2 years from date of conviction
 - Second offense Indefinite
 - Third+ offense Indefinite

Convictions only count if they were for an offense that occurred during a period of enrollment for which the student was receiving Federal Student Aid - they do not count if the offense was not during such a period. Also, a conviction that was reversed, set aside, or removed from the student's record does not count, nor does one received when she was a juvenile, unless he/she was tried as an adult.

Legal Sanctions

The abuse or illegal possession of alcohol is proscribed by Idaho Law. odp.idaho.gov/underage-drinking a 12-page newsprint tabloid, was designed for use in Idaho communities. You must be 21 years of age or older in Idaho in order to purchase, possess, or consume an alcoholic beverage. If a person's blood alcohol content exceeds 0.08, it is unlawful to drive any motor vehicle. Penalties for driving under the influence (DUI) of alcohol are listed below:

Driving Under the Influence (DUI) First Offense Penalties

- Up to \$1,000.00 fine
- Sentenced to jail up to 6 months
- Suspend driver's license for 180 days with, at least, the first 30 days absolute and the remainder restricted
- Obtain an alcohol evaluation
- Follow the recommendation of evaluation
- Attend Victims' Panel
- 1 to 2 years' probation—may be supervised

DUI Second Offense (within a ten-year period)

- Up to \$2,000.00 fine
- 10 days to 1-year jail
- 1-year absolute license suspension
- Obtain an alcohol evaluation
- Follow the recommendation of evaluation
- Interlock device on car for 1 year after driver's license suspension ends
- 2-year probation—usually supervised

DUI Third Offense

Note: This will be a felony if it is received within 5 years of the first offense or within 10 years of a prior felony DUI.

- Up to \$5,000.00 fine
- 30 days to 10 years' incarceration
- Suspend driver's license for 1 to 5 years with at least the first year absolute
- Supervised felony probation

There are also local laws prohibiting public intoxication or possession of alcohol by a person under 21 years of age. Please refer to the CSI Student Handbook for any questions concerning policies, procedures, disciplinary actions and education programs, or contact the following:

Dean of Students
Director of Human Resources

(208) 732-6225
(208) 732-6267

Health Risks of Drugs

Drug	Symptoms	Risks
Hallucinogens	Altered mood, perceptions focus on detail, anxiety, panic, nausea and synesthesia	Unpredictable behavior, emotional instability, violent outbursts
Marijuana	Altered perception, red eyes, dry mouth, reduced concentration/coordination, euphoria, excessive laughing, hunger	Panic reaction (attacks), impaired short-term memory, addiction

Cocaine	Brief intense euphoria, elevated blood pressure & heart rate, restlessness, excitement, feeling of well-being followed by depression.	Addiction, heart attack, seizures, lung damage, severe depression, paranoia.
Depressants	Depressed breathing & heartbeat, intoxication, drowsiness, uncoordinated movements.	Possible overdose especially in combinations with alcohol, muscle rigidity, addiction, withdrawal & overdose require medical treatments.
Stimulants	Alertness, talkativeness, wakefulness, increased blood pressure, loss of appetite, mood elevation.	Fatigue leading to exhaustion, addictions, paranoia, depressions, confusion, possibly hallucinations.
Narcotics	Euphoria, drowsiness, insensitivity to pain, nausea, vomiting, watery eyes, runny nose.	Addiction, lethargy, weight loss, contamination from unsterile needles, accidental overdose.
Inhalants	Nausea, dizziness, headaches, nose bleeds, lack of coordination & control.	Unconsciousness, suffocation, nausea & vomiting, damage to brain & central nervous system, sudden death.

Health Risks of Alcohol

Bone	Alcohol stimulates excretion of calcium; associated with osteoporosis in young and middle-aged men who are chronic drinkers.
Brain	Consumption of 3-9 drinks weekly is associated with increased risk of stroke from bleeding into the membrane covering the brain and spinal cord. (Other studies suggest drinking may protect against some types of strokes.) Heavy consumption can lead to dementia, blackouts, seizures, hallucinations, memory loss, learning deficit, difficulty swallowing, depression, antisocial personality disorder.

Esophagus	Especially in association with smoking, chronic drinkers have higher risk of cancer.
Heart	Moderate consumption can bring on painful coronary artery spasms in susceptible patients. (Other studies suggest low and moderate drinking may protect against some types of heart disease.) Higher levels can cause abnormal heart rhythms, decrease heart strength.
Larynx	Alcohol abuse is associated with increased risk of cancer.
Liver	Daily light drinking may cause reversible accumulation of fat in the liver; larger doses cause alcoholic hepatitis; chronic drinking may result in irreversible cirrhosis, treatable only with liver transplant. Alcohol abuse has been associated with increased cancer risk.
Muscle	Alcohol-dependent people are susceptible to acute and chronic muscle injury and muscle atrophy.
Nutritional Deficiencies	Alcohol interferes with absorption and metabolism of vitamins, minerals, fats, carbohydrates, proteins; resulting deficiencies may include anemia, neuropathies.
Stomach	Regular consumption can exacerbate peptic ulcers, also lead to cancer.
Pancreas	Heavy alcohol consumption can cause pancreatitis.
Reproductive System	Alcoholic men suffer low levels of hormone testosterone. Hormonal imbalances can cause testicles to atrophy, breasts to enlarge, and impotence. Alcoholic women can lose menstrual period, become unable to ovulate, perhaps suffer early onset of menopause.

College of Southern Idaho Smoking and Tobacco Policy

Smoking is prohibited on all college properties, including off- campus centers and any properties owned or leased by the College. For the purposes of this policy, smoking is defined as burning any type of tobacco product including, but not limited to, cigarettes, cigars, cigarillos, pipes, bidis and e-cigarettes.

Organizers and attendees at public events, such as conferences, meetings, public lectures, athletic events, social events and cultural events, using College facilities will be required to abide by the CSI Smoke Free Policy. Organizers of such events are responsible for communicating this policy to attendees and for enforcing this policy.

The following smoking prohibitions have been established on the CSI campus:

- Smoking is prohibited in all CSI-owned residences, including Eagle Hall.
- Smoking is prohibited in all CSI-owned or leased vehicles.
- The sale of tobacco products on campus is prohibited.
- The free distribution of tobacco products on campus is prohibited.
- Campus organizations are prohibited from accepting money or gifts from tobacco companies.
- Tobacco advertisements are prohibited in college-sponsored publications.

The College will provide free, accessible tobacco treatment on campus and will publicize its availability. These programs will be designed to meet the special needs of those they serve. These tobacco treatment programs shall be publicized regularly in student and employee publications, posted in residence halls and academic buildings, through Student Services, and through other appropriate means.

Effective implementation of this Smoke Free Policy depends upon the courtesy, respect, and cooperation of all members of the CSI community. Complaints or disputes should be brought to the attention of the College employee who has immediate responsibility for the workplace, event, or residence, or to her/his supervisor. If satisfactory resolution is not reached, the Dean of Students or the Director of Human Resources should be consulted.

DANGEROUS WEAPONS POLICY

The College of Southern Idaho Dangerous Weapons Policy

An environment of safety and security is critical for educational institutions to cultivate a climate conducive to knowledge and learning. Therefore, this policy prohibits the possession and use of dangerous weapons on CSI property or at CSI sponsored events by students, faculty, staff and visitors except for those persons authorized by state law or campus administration to carry concealed firearms and ammunition. In order to provide a safe and positive campus environment for teaching, learning and working, this policy strongly discourages bringing a firearm onto the CSI campus or events even when permitted by law to do so.

Definitions

Dangerous Weapon: An object, device, instrument, material or substance that is used for or is readily capable of causing death or serious bodily injury. This term does not include a

pocketknife with a blade of less than 2 ½ inches in length. Firearms are included in this category as are incendiary devices and explosives.

Firearm: A dangerous weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive.

Concealed Firearm: A firearm that is carried upon one's person* so as not to be readily discernible by ordinary observation. *(Upon ones Person: The physical carrying of a firearm in clothing or handbag as well as having the weapon in close proximity, readily available for prompt use.)

Open Carry: Carrying a firearm upon your person or in your vehicle where it is clearly visible.

Policy

- Open carrying of firearms (including in vehicles) is prohibited at all times anywhere on CSI property or CSI sponsored events except for sworn peace officers or others who have been approved by campus administration.
- The possession, wearing, carrying, transporting, or use of a dangerous weapon is strictly prohibited on college owned or controlled premises, including vehicles parked upon these premises. The only exceptions to this policy are the following categories of individuals who have been authorized by state law or college administration to carry a concealed firearm on CSI property/events.
 - 5. Full-time sworn peace officers
 - 6. Qualified retired law enforcement officers
 - 7. Persons who hold an "Enhanced" Idaho Concealed Weapons License
 - 8. Those individuals who have been granted specific permission from CSI administration
- It is unlawful and a violation of this policy to carry a concealed firearm while under the influence of alcohol.
- Concealed weapons are not allowed in the following facilities:
 - Dorms
 - Gymnasium
 - Fine Arts
 - Expo Center
 - CSI Off-Campus Centers (Blaine County, Mini-Cassia, and Northside)
- An individual who discharges or purposely exhibits any firearm in a rude, angry, or threatening manner is in violation of this policy.
- Students, staff, faculty, and visitors shall produce their credentials to carry a concealed firearm (under one of the categories above in Item #2) when requested to do so by a representative of the CSI Campus Safety Department or law enforcement personnel.
- Violations of this policy may result in disciplinary action up to and including: expulsion for student offenses, termination for employee offenses, and a trespass from campus for offending community members. Criminal violations will be referred to local law enforcement.
- Unless an employee of the college is required by the CSI President or Vice President of Administration to carry a firearm as a part of that employee's job duties, any possession or

use of a firearm is not within the course and scope of employment with the college. Therefore, any civil or criminal litigation stemming from such possession or use, will not be covered or defended by the college.

REFERENCES: Idaho Code Title 18, Chapter 33

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Emergency Management at the College of Southern Idaho

The Public Safety Department assists departments and campuses with developing, maintaining, and implementing emergency operations plans, developing and conducting exercises, all hazard and risk education, and building partnerships with external response agencies. The Public Safety Department is responsible for assisting with and coordinating the College's emergency management program. Each campus within the College system maintains the capabilities necessary to warn and evacuate their respective location. A part of these capabilities includes the development and distribution of emergency response guidelines to students, faculty, and staff. These guidelines are maintained and distributed in a variety of ways. Some campuses post the information in hallways and classrooms.

Drills, Exercises, and Training

To ensure the campus emergency management plans remain current and actionable, the campuses conduct at least one exercise annually. These exercises include, but are not limited to seminars, drills, tabletops, functional, and full scale. The campuses conduct after-action reviews of all emergency management exercises. The Public Safety Department will work with each campus location to develop exercise scenarios. Outreach to local, state, federal responders and stakeholders is also conducted to solicit participation. In conjunction with at least one emergency management exercise each year, the campus will notify the appropriate campus community of the exercise and remind the community of the College's Alert@CSI system and emergency response procedures. (<http://www.csi.edu/security/rave-alert.asp>)

Confirming the Existence of a Significant Emergency or Dangerous Situation and Initiating the Emergency Notification System

Public Safety and/or other Responsible College Authorities may become aware of a critical incident or other emergency that potentially affects the health and/or safety of the campus community. Generally, Responsible College Authorities become aware of these situations when they are reported to the public safety department or directly to a College employee. A Responsible College Authority is defined as a CSI employee that has the knowledge, skills, and abilities necessary to evaluate whether or not a particular event requires an emergency notification and to determine if such a notification would compromise the efforts to contain the emergency. This individual may also determine if a message should be sent to benefit the health, safety, and well-being of the campus community for situations that do not pose a significant emergency or dangerous situation.

Once it is confirmed that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, the Public Safety Department will be made aware of the situation.

The college 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 judgement of Responsible College Authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

Some other examples of significant emergencies or dangerous situations are

- outbreak of pandemic, meningitis, norovirus, or other serious illness
- approaching tornado, hurricane, or other extreme weather conditions
- earthquake
- gas leak
- terrorist incident
- armed intruder
- bomb threat
- civil unrest or rioting
- explosion
- nearby chemical or hazardous waste spill

Emergency Notification

The College of Southern Idaho is committed to ensuring the campus community receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus that poses an immediate threat to the health and safety of campus community members.

The College of Southern Idaho will immediately notify the campus community upon confirmation of an emergency or dangerous situation. The College of Southern Idaho uses the emergency notification system, RAVE, to provide alerts via Alert@CSI. Alert@CSI is an emergency notification service available to students, faculty, and staff. Alert@CSI is a closed, opt-out system. Alert@CSI can be used to send emergency messages within minutes of the occurrence of an incident. CSI's emergency communication system is multimodal, covering various forms of media. All CSI e-mail addresses are automatically entered in the system and cannot be removed by the user.

Determining the Appropriate Segment or Segments of the Campus Community to Receive an Emergency Notification

The Responsible Campus Authorities, in conjunction with first responders, will determine the appropriate segments to notify and the appropriate modes to use. Generally, campus community members in the immediate area of the dangerous situation (i.e., the building, adjacent buildings, or surrounding area) will receive the emergency notification first. The Responsible Campus Authorities will continually evaluate the situation and assess the need to notify additional segments of the campus population.

Determining the Contents of the Emergency Notification

Speed and accuracy of the information are of utmost importance in issuing emergency notifications. To expedite this process and ensure each message contains essential information, the mass notification system contains pre-scripted templates for the most probable or highest impact emergencies. These messages identify the situation, allow for input of the location, and identify the immediate protective action that should be taken. The individual authorizing the message will select the most appropriate template. In those cases, where there are no predetermined templates in the system, the individual may use the “alert” template to craft a specific message. The goal is to ensure people are aware of the situation and they know the steps to take to stay safe.

Procedures Used to Notify the Campus Community

In the event of a situation that poses an immediate threat to members of the campus community, the campus has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of an emergency. These methods of communications include the mass notification system alert, which may include SMS, e-mail, voice, RSS, Twitter, and Facebook. We may also use verbal announcements within buildings, public address systems, fire alarms, and posting to websites.

Procedures for Disseminating Emergency Information to the Larger Community (i.e., individuals and organizations outside the campus community)

If the College activates its Emergency Notification Plan in response to a situation that poses an immediate threat to members of the campus community, the appropriate offices at the campus will notify the larger community about the situation and steps the campus has taken to address the emergency. Primary responsible for crisis communications and for updating notices on Facebook, Twitter, and other social networking platforms and for maintaining communications with news outlets, distribution of press releases, and scheduling of press conferences will be the responsibility of the College’s Public Information Office.

Enrolling in the College’s Mass Notification System Alert@CSI

We encourage employees and students of the campus community to enroll in Alert@CSI. All employees and students with an access account and csi.edu e-mail automatically have their csi.edu e-mail enrolled in the system. They are encouraged to visit the Alert@CSI portal at <http://www.csi.edu/security/rave-alert.asp> and add phone numbers and additional e-mails. Members of the larger community are encouraged to follow us on Twitter, Facebook, or our websites.

ANNUAL FIRE SAFETY REPORT

The College of Southern Idaho publishes this fire safety report as part of its annual Clery Act Compliance. This report contains information regarding the fire safety practices and standards for CSI, including statistics concerning the number of fires, the cause of each fire, the number of injuries and deaths related to a fire, and the value of the property damage caused by a fire. This report is available for review on the CSI Public Safety website at <https://www.csi.edu/security/crime-statistics/default.aspx>. A copy may be obtained by making a request to CSI Public Safety at (208) 732-6605.

FIRE SAFETY

A daily fire log is available for review 24 hours a day on the CSI Public Safety website or in person at the McManaman Building, from 8 a.m.–5 p.m. Monday through Friday, excluding weekends and holidays. The fire log includes information about fires that occur in residential facilities, including the nature, date, time, and general location. A fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. If a fire occurs in a CSI building, community members should immediately notify CSI Public Safety at (208) 732-6605 or 911. When calling, please provide as much information as possible about the location, date, time and cause of the fire. CSI Public Safety will initiate a response, investigate and document the incident.

Eagle Hall Dormitory

The college takes fire safety seriously and has established fire safety programs for students living in on-campus residence halls.

Eagle Hall Dormitory has a fire alarm system consisting of smoke detectors and pull stations located strategically throughout the facility. A third-party alarm-monitoring firm monitors the system. When an alarm is generated, the alarm monitoring company contacts the fire department and the CSI Public Safety Department. Seventeen fire extinguishers are located throughout the building.

In the event of a fire, remember - time is the biggest enemy and every second counts! Escape plans help you get out of your room, or the building quickly. In less than 30 seconds, a small flame can get completely out of control and turn into a major fire. It only takes minutes for a building to fill with thick, black smoke, or become engulfed in flames. The escape plan for each hall is listed below:

- A Hall - Exit through side door and meet in the back-parking lot.
- B Hall - Exit through side door and meet in the front-parking lot.
- C Hall - Exit through main doors and meet in the front-parking lot.
- D Hall - Exit through side doors and meet in the front-parking lot.
- E Hall - Exit through side doors and meet at the volleyball pits.

If your escape route is blocked, immediately take the next closest exit and go to nearest meeting point.

Practice Fire Drills

Pay attention to fire alarms and participate in practice fire drills on a regular basis. Become familiar with stairway exits - elevators may not function during a fire, or may expose passengers to heat, gas and smoke. New students should discuss how they should respond to emergencies with their resident advisor as soon after they move in. All students must understand what actions they are to take in their hall and where to assemble in a safe zone. If there is a fire drill, you must exit the building and follow the exit strategies as directed by the RA's and RD.

In addition to having working smoke/fire detectors, all halls should have fire extinguishers, and the occupants of the hall should be aware that if there is a fire to leave the building and allow the RA's and RD to use the fire extinguisher if necessary. Fires can grow quickly, so anytime a decision is made to try to fight a fire with a fire extinguisher, it is important to be aware of this possibility and abandon efforts in favor of escape if the fire has grown to a size of several feet or more.

Northview Apartments

The Northview Apartments do not have a monitored fire alarm system. Each separate apartment has localized smoke detectors (one in each apartment and one in each bedroom). There are approximately 16 fire extinguishers located throughout the facility (at least two per floor). An operating smoke detector is validated with each new rental as is a fresh battery. Thereafter smoke detector testing, operation, and battery replacement is exclusively the responsibility of the apartment resident(s).

Eagle View Apartments

The Eagle View Apartments have smoke detectors in each unit which are centrally monitored. The monitoring company responds the Fire Department and CSI Campus Safety in case of an alarm. Fire alarm horns sound in each apartment when activated. Fire sprinklers are installed in each apartment and each of the four building wings have an exterior mounted fire extinguisher.

Fire Statistics

Eagle Hall Residence Hall	Eagle View Apt	North View Apt
2017: No Reported Fires	No Reported Fires	No Reported Fires
2018: No Reported Fires	No Reported Fires	No Reported Fires
2019: No Reported Fires	No Reported Fires	No Reported Fires

We urge current and prospective members of the university community to use this report as a guide for safe practices on and off campus. CSI Public Safety sends an email to every enrolled student and current employee on an annual basis to notify them that the report is available to be viewed. The email includes a brief summary of the contents of this report and the web address for the CSI Public Safety website where the

Annual Security and Fire Safety Report can be found. The report is available online at <https://www.csi.edu/security/crime-statistics/default.aspx>. You may request to have a physical copy mailed to you by calling (208) 732-6605. A copy of the report can also be obtained from the CSI Public Safety Department at 315 Falls Avenue, McManaman Building, Twin Falls, ID. 83301.