

A Resource Guide 2011-12

Drug Free Schools and Communities Act

Crime Awareness and Campus Security

Sexual Assault and Sexual Harassment

Family Educational Rights and Privacy Act (FERPA)



Nicolet Area
Technical College
P.O. Box 518

Rhineland, WI 54501

To: Nicolet Area Technical College Students and Employees

This information is being brought to you as part of the Nicolet Area Technical College commitment to safety and security.

Nicolet is a two-year district and state supported institution of higher education. The College provides services from the main campus located in Rhinelander Wisconsin, and the Lakeland Outreach Center located in Minocqua Wisconsin.

Under the Drug-Free Schools and Communities Act of 1989, we are required to publish and distribute information that the College has adopted and implemented a drug-prevention program for all students and employees, which includes:

- 1) *Standards of conduct that clearly prohibit, at a minimum, unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities.*
- 2) *A description of the applicable legal sanctions under local, state or federal law for the unlawful possession or distribution of illicit drugs and alcohol.*
- 3) *A description of health risks associated with the use of alcohol and other drugs.*
- 4) *A description of any drug or alcohol counseling, treatment or rehabilitation programs that are available to students or employees.*
- 5) *A clear statement that the institution will impose disciplinary sanctions on students and employees (consistent with local, state, and federal law) and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.*

Nicolet College is engaged in a continuing educational effort to raise awareness of students, staff, and the community to the problems associated with alcohol and other drug abuse/dependency. We all have a shared responsibility to comply with the Drug-Free Schools and Communities Act. Your cooperation will be greatly appreciated.

Sincerely,

Elizabeth Burmaster, President

HEALTH RISKS OF ALCOHOL AND OTHER DRUG USE

Alcohol

Psychologically and physically addictive; respiratory depression; depression of the immune system; increased risk of heart disease, cancer, accidents, hypertension; brain damage to unborn fetus; impotence at high dosage levels. Specific effects include: **Brain** – The most dramatic and noticed effect alcohol has is on the brain. It produces lack of coordination, confusion, disorientation, stupor, anesthesia, coma, and finally death. **Liver** – alcohol inflames and destroys the cells of the liver. This condition prevents bile from being properly filtered through the liver. Jaundice develops, turning the whites of the eyes and the skin yellow. **Heart** – Alcohol causes inflammation of the heart muscle. **Pancreas** – Alcohol irritates the cells of the pancreas and can lead to acute hemorrhagic pancreatitis. Pancreatitis can destroy the pancreas and create a lack of insulin. **Stomach and Intestines** – Alcohol also irritates the stomach's protective lining and can result in gastric or duodenal ulcers. In the small intestine, alcohol blocks absorption of substances such as thiamine, folic acid, vitamin B1, vitamin B12, and amino acids.

Cannabis (Marijuana, Hashish)

Psychologically addictive; increased risk of lung cancer, bronchitis, and emphysema; contributes to heart disease, fatigue, paranoia, possible psychosis; withdrawal symptoms including insomnia, hyperactivity and decreased appetite; depression of the immune system; decreased sperm count in men and irregular ovulation in women.

Stimulants (Cocaine, Crack, Amphetamines, Methamphetamine)

Psychologically and physically addictive; withdrawal symptoms, convulsions, respiratory failure, frequent accidents; increased blood pressure which can lead to irregular heartbeat and death; possible damage to unborn fetus.

Depressants (Barbiturates, Tranquilizers)

Psychologically and physically addictive; drowsiness, withdrawal symptoms, tremors, abdominal and muscle cramps, insomnia, anxiety, convulsions, possible death; possible damage to unborn fetus; potentially fatal when combined with alcohol.

Hallucinogens (LSD, PCP, Ecstasy, Psilocybin)

Psychologically addictive, unpredictable behavior, depression, withdrawal symptoms, convulsions, death, possible damage to unborn fetus.

Inhalants (Glue, Gasoline, Paint, Aerosols)

Psychologically and physically addictive; blurred vision; damage to lungs, liver, kidneys and bone marrow; anemia, choking, suffocation, death.

Narcotics (Heroin, Codeine, Darvon, Morphine, Vicodin, Oxycontin, Synthetic Opiates)

Psychologically and physically addictive; depression, withdrawal symptoms, convulsions, coma and death; possible damage to unborn fetus.

Tobacco (All Forms)

Mouth, Larynx and Esophagus—Smokers have three times as many cavities as nonsmokers. Tobacco, both smoked and smokeless, is the leading cause of cancers of the cheeks, gums, palate, tongue and lips. Smokers lose their teeth at a rate three times greater than nonsmokers do. A one pack-a-day smoker increases his/her chances of cancer of the esophagus by as much as 500%.

Stomach and Heart—Peptic ulcers are twice as high in smokers as nonsmokers. Nicotine from any source causes secretion of excessive amounts of gastric acids, and delays healing of ulcers. Nicotine is a powerful constrictor of the small arteries. Insufficient oxygen supply to the heart is a cause of heart attacks.

Pancreas, Bladder, and Kidneys—Smokers have a 100% increased risk of developing cancer of the pancreas, three times the risk of bladder cancer, and a 50% greater risk of kidney cancer. Carcinogens absorbed from cigarette smoke and smokeless tobacco can concentrate and be excreted in the urine. The bladder and the kidneys are in constant contact with these cancer-causing chemicals.

Bronchials and Lungs—Smoking causes the lungs and bronchials to be inflamed and congested. Chronic bronchitis predisposes smokers to emphysema, an incurable lung disease. Emphysema is characterized by stretching and breaking of the tiny air sacs of the lungs, making them useless for breathing. Cigarette smokers are ten times more likely to die of lung cancer than nonsmokers are.

Reproduction—Smoking more than ½ pack daily is associated with higher incidence of infertility in women. Babies born to women who smoke are lighter and smaller than those born to nonsmokers. This is important because birth weight is a predictor of infant health. Women who take birth control pills and who smoke are at greater risk of cancer.

Brain—A combination of high blood pressure and smoking is associated with stroke, the third leading cause of death in the U.S. Nicotine from any source constricts blood vessels and restricts oxygen supply.

For additional drug and alcohol information click the following web link.

<http://www.dhs.wisconsin.gov/stats/pdf/epiprofile2008.pdf>

FEDERAL AND STATE OF WISCONSIN LEGAL SANCTIONS

Federal

The federal government has revised the penalties against drug possession and trafficking through its Federal Sentencing Guidelines that reduce the discretion that federal judges may use in sentencing offenders of federal drug statutes. Under these guidelines, courts can sentence a person for up to six year for unlawful possession of a controlled substance, including the distribution of a small amount (less than 250 grams) of marijuana. A sentence of life imprisonment can result from a conviction of possessions of a controlled substance that results in death or bodily injury. Possession of more than 5 grams of cocaine can trigger intent to distribute penalty of 10-16 years in prison, U.S.S.G.s. 2D2.1(b)(1).

Wisconsin

The laws of Wisconsin prohibit drug possession and delivery through the Uniform Controlled Substances Act, Wis. Statue 961, and mandate stiff penalties that include up to 40 years of prison and fines up to \$100,000. A person with a first-time conviction of possession of a controlled substance can be sentenced up to 6 years in prison and fined up to \$10,000, Wis. Statue. 961.41.

The penalties vary according to amount and type of drug confiscated, previous offenses, and intent to manufacture, sell, or use the drug. See Wis. Statute 961.41. Sentences can be enhanced when exacerbating factors are present, such as when a person distributes a controlled substance to a minor, Wis. Statute 961.46.

Substantial restrictions against alcohol abuse also exist. It is against the law to sell alcohol to anyone who has not reached the legal drinking age of 21 and there is a concurrent duty on the part of an adult to prevent the illegal consumption of alcohol on his/her premises, Wis. State 125.07. Violation of the statute can result in a \$500 fine for a first violation and up to \$10,000 for additional violations.

It is against the law for underage persons to attempt to buy an alcoholic beverage, falsely represent their age, or enter licensed premises and they can be fined \$500, ordered to participate in a supervised work program, and have their driver's license suspended, Wis. Statute 125.07. Harsher penalties exist for the retailers of alcoholic beverages, including up to 90 days in jail and revocation of their liquor permit.

For specific information regarding underage drinking laws and drinking/driving laws, contact the Executive Director of Campus Safety and Security 715-365-4644.

DRUG-FREE CAMPUSES AND WORKPLACE POLICY (Board Approval 11-08-90)

Nicolet recognizes that illicit drug use and alcohol dependency or abuse creates an adverse impact upon the education and working environment of the College. Through education, advising, assessment, prevention activities, and when appropriate, referrals to community resources, Nicolet shall engage in continuing efforts to raise the awareness of all students and employees to the issues and concerns of illicit drug use and alcohol dependence or abuse.

Nicolet prohibits the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance including but not limited to alcohol, prescription and illicit drugs on any college campus or other instructional facility; or while participating in officially sponsored college events off premise. Violations of this policy will result in appropriate progressive disciplinary action up to and including: (a) expulsion of students in accordance with applicable civil, state and federal law and in accordance with the Nicolet Student Code of Conduct, and (b) termination of employment from Nicolet in accordance with applicable Board policy, master contract provisions, civil, state, and federal law.

In keeping with Nicolet's mission to maintain a climate which promotes student and employee welfare, the President or her designee will administer a proactive approach to drug and alcohol awareness and support services through education, prevention, and other resources.

At a minimum:

1. Nicolet will distribute annually, in writing, the following to each student and employee:
 - a. *Standards of conduct that clearly prohibit at a minimum the unlawful possession, use or distribution of illicit drugs and alcohol on Nicolet property or at any Nicolet sponsored activity.*
 - b. *Description of the applicable legal sanctions under local, state, and federal law for unlawful possession, use or distribution of illicit drugs and the abuse of alcohol.*
 - c. *Description of the health risks associated with the use of illicit drugs and the abuse of alcohol.*
 - d. *Description of any drug and alcohol counseling, treatment, or rehabilitation programs that are available.*
 - e. *A clear statement that Nicolet will impose disciplinary sanctions consistent with Board Policy, master contract provision, local, state, and federal law and a description of these disciplinary sanctions up to and including expulsion, termination of employment, and referral of prosecution for violations.*
2. Nicolet will advise all employees of the following:

An employee who is convicted of the criminal drug statute violation occurring in the workplace is required to notify his/her supervisor no later than five days after conviction.
3. All students receiving federal financial assistance must certify, as a condition of the grant, that they are drug-free.

The President or her designee will conduct a biannual review of the programs and activities resulting from this policy to (a) determine its effectiveness and implement change if needed, and (b) insure the disciplinary sanctions are being consistently enforced.

RESOURCES

On-Campus

Students who are concerned about their own use of alcohol and/or other drugs or about the use of someone close to them are encouraged to contact a college counselor for more information and/or assessment and referral as appropriate. Contact the **Welcome Center** at **715-365-4493** to schedule an appointment.

Off-Campus

The Wisconsin Department of Health and Social Services through its Division of Community Services provides a pamphlet detailing statewide and local resources for drug and alcohol abuse treatment. You can request a pamphlet by calling 800-248-9244 or writing:

Wisconsin Clearinghouse
1552 University Avenue
Madison, WI 53705

For additional information contact:

National Clearinghouse for Alcohol and Drug Information
301-468-2600

Alcoholics Anonymous (AA) National Office
212-686-1100

Al-Anon Family Group Headquarters, Inc.
800-356-9996

Adult Children of Alcoholics (ACOA)
213-534-1815

Narcotics Anonymous (NA) World Office
818-780-3951

Outpatient Services

Kohler Behavioral Health
622 Mason St.
Rhineland, WI 54501
715-369-2210

Kohler Behavioral Health
311 St. P.O. Box 470
Woodruff WI, 54568
715-356-8540

St. Mary's Ministry Behavioral Health
Riverside Clinic
1020 Kabel Avenue
Rhineland, WI 54501
715-361-2805

North Central Health Care Facilities
Langlade Health Care Center
1225 Langlade Rd
Antigo, WI 54409
715-627-6694

Transitions Center
22 N. Pelham Street
Rhineland, WI 54501
715-365-6696

Kohler Behavioral Health
150 Hospital Rd.
Eagle River, WI 54521
715-479-4585

North Central Health Care Facilities
Tomahawk, WI 54487
715-453-5381

Options Treatment Programs, Inc.
Eagle River, WI 715-477-2875
Minocqua, WI 715-356-5377
Rhineland, WI 715-369-7300
Toll Free: 888-882-7301

The Human Service Center
PO Box 897
Rhineland, WI 54501
715-369-2215

Crisis Intervention

Crisis Intervention Link
Toll Free 888-299-1188
A Confidential 24 hour, 7 day a week Crisis Line
A Division of Community Mental Health Services

Tribal Resources

Family Resource Center
Chippewa Health Center
P.O. Box 398
Lac du Flambeau, WI 54538
715-588-1511

Sokoagon Chippewa Health Clinic
3171 Hwy. 55
Crandon, WI 54520
715-478-5180

Forest County Potawatomi
Tribal Center
Crandon, WI 54520
715-478-7200

Inpatient Services/AODA

Memorial Medical Center
Behavioral Health Services
1635 Maple Lane
Ashland, WI 54806 715-682-4555
or 800-472-2800

Alcohol and Drug Recovery Services
St. Joseph's Hospital
611 Joseph Ave.
Marshfield, WI 54449 800-468-9700
715-478-4332 or 4305

Inpatient Services (Mental Health)

St. Mary's Hospital
Rhineland, WI 54501
715-361-2020 or 800-472-7821

Residential Treatment Facilities

Koinonia – For Adults
Rhineland, WI 54501
715-362-5745 – locally
800-261-8789

Other resources can be found in the telephone book (yellow pages) under
Alcoholism Information and Treatment Centers.

HOW TO HELP

Warning Signs

If you know someone who has problems related to drinking alcohol or other drug use, you're not alone. You don't have to be an expert to know if your friend has a problem. If he/she has these kinds of troubles related to alcohol or other drugs, your friend may need to talk with someone. Does he/she:

- Try to hide his/her drinking or other drug use?
- Not remember what happened while he/she was using drugs or drinking?
- Have problems in job or school performance?
- Take physical risks, like driving, biking or swimming, while intoxicated?
- Avoid talking about drinking or drug use, except to brag about how much was drunk or how high he/she got?
- Think about getting high a lot?
- Limit friends to those who drink or use drugs a lot?
- Seem unable to have a good time or to party unless alcohol or drugs are available?
- Say he/she sometimes NEEDS a drink or drug?
- Get angry when you mention your concerns and deny that there's anything wrong?
- Have a history of alcohol or other drug problems in the family?

How You Can Help

First, learn more about alcohol and other drug abuse. Libraries, alcohol and other drug information agencies and treatment centers are good places to get more information.

Next, find out where your friend can get help on campus or in your community. Having this information available if and when your friend needs it will pay off; most people who seek help for alcohol or drug problems get better.

Let your friend know how much you care. Explain how his/her drinking and/or other drug use affects you – and your friendship. Use your own words and say what is right for you. Be honest and specific. Say exactly what makes you unhappy and how those problems relate to drinking and/or drugs.

Don't get discouraged if your friend gets angry, refuses to listen or denies the problem. These reactions are common in people who have alcohol or other drug problems. All you can do is say how you feel, show that you care and suggest ways to get help. Only your friend can make the final decision to get help.

Information taken from the Wisconsin Clearinghouse.

CAMPUS SECURITY AND CRIME AWARENESS

Emergency Reporting Procedures

IN THE EVENT OF AN EMERGENCY YOU SHOULD CALL 911 IMMEDIATELY

An emergency situation can be defined as any event that may pose a significant threat to the life, safety, or health of students and/or staff. After contacting authorities, call or contact any Nicolet staff member, then if the situation allows, call the Emergency Response Team at **715-365-4999**. Students should follow the directions of Nicolet staff and law enforcement personnel during an emergency. Updated contact information will be contained in Emergency Response Guide, Emergency Response Plan, and the College Resource Guide.

Crime Reporting Procedures

IN THE EVENT OF AN EMERGENCY - CALL 911 IMMEDIATELY

The Executive Dean of Economic Development and Security will act as the liaison with all law enforcement agencies. The primary way of reporting (non-emergency) criminal action is to notify the Safety and Security Department at 715-365-4420. The after- hours number for the Safety and Security Department is 715-490-0240. If you're are unable to reach a member of the Safety and Security Department you can also report all criminal activities to a member of the Emergency Response Team at 715-365-4999.

When it is safe to do so, College staff members and students should also contact report any criminal activity to the College using the methods listed above, even if the activity has already been

reported to law enforcement. This will help us insure the safety and security of Nicolet College.

At the main Campus, Facilities personnel patrol the grounds all days and hours the campus is open. Additionally, we have security officers who patrol the campus Monday – Thursday of both the Fall and Spring semesters. The Oneida County Sheriff's Department has jurisdiction over the Main Campus and does periodically patrol the Campus.

Confidential Reporting of Crimes

If you feel you would be placing yourself at risk by identifying yourself when reporting a crime, you may do so anonymously. If you wish to remain anonymous, you may call the Campus Safety and Security Department at 715-365-4420 and report the crime without revealing your identity. With such information, the College can take steps to ensure the future safety of yourself and others. Reports such as this will be counted and disclosed in the annual crime statistics of the institution.

Behavioral Intervention Team

The College has a Behavioral Intervention Team (BIT) which is designed to provide a collaborative, cross-functional approach to assessing and responding to individuals who might pose a threat to themselves or others. You are encouraged to contact the BIT to report any behaviors of concern such as individuals who are depressed, making inappropriate comments or threats, or exhibiting disruptive behavior. You can remain anonymous when making any reports. If the situation you are concerned about needs immediate attention contact **911** or the Emergency Response Team **715-365-4999**. In non-emergency situations you can contact the BIT by calling **715-365-4932** or sending an email message to BITMail@nicoletcollege.edu.

Security and Access to Campus Facilities

The College encourages the prompt reporting of all crimes or suspicious behavior to any College staff member. College officials, when deemed appropriate, will involve local law enforcement

agencies as soon as the information is known. Prompt crime reporting and the reporting of suspicious behavior will better enable local law enforcement officials to remedy the situation.

The Oneida County Sheriff Department has primary jurisdiction of the main Campus. The Sheriff Department can be reached by calling 911 for emergencies or 715-361-5100 for non-emergencies. At the Lakeland Outreach Center, the Minocqua Police Department has primary jurisdiction and can be reached by calling 911 for emergencies or 715-356-3234 for non-emergencies. North Point should contact the Rhinelander Police Department by calling 911 for emergencies and 715-365-5300 for non-emergencies.

Most campus buildings and facilities at the main campus and the Lakeland Outreach Center are accessible to members of the campus community, including guests and visitors, during normal hours of business, Monday through Friday, and for limited designated hours on weekends (this excludes most holidays). Students, staff, and community visitors should be aware the campus grounds at both locations are open to vehicular and pedestrian access 24 hours a day, seven days a week, even when buildings are closed and locked. Although the Oneida County Sheriff and the Minocqua Police Departments do periodically patrol the campuses, security cannot be provided at all times.

The College has a Safety and Security Committee that reviews and makes recommendations for changes to the College's policies and procedures related to campus safety and security. This committee also reviews the maintenance of the College's facilities to insure potential safety and security issues are address and recommends improvements to College facilities to that end.

Timely Warning of Potential Threats

In the event that a situation arises, either on or off campus, that, in the judgment (based on facts received and if possible verified by outside agencies) of the President and/or members of the Emergency Response Team (ERT), constitutes an ongoing or continuing threat to personal safety, a campus-wide "timely warning" will be issued. The ERT will without delay, and taking into account the safety of the community, determine the content of the

notification and initiate the notification system, unless issuing a notification will, in the professional judgment of outside emergency response agencies (e.g., Law Enforcement, EMS, etc.) or the ERT, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. The warning if appropriate will

Depending on the particular circumstances of the crime or incident, especially in situations that could pose an immediate physical threat to members of the campus community, the Emergency Response Team may issue warnings through the College's Informacast System, email system to students and staff, and/or post hard copy notices in campus buildings.

Anyone with information warranting a timely warning should report the circumstances to a member of the Emergency Response Team immediately by calling 715-365-4999.

Crime Prevention

It is the philosophy of the College that crime prevention is preferable to reaction after the fact. A primary vehicle for accomplishing this goal is the diligence of students and staff. Crime prevention is based upon the dual concepts of eliminating or minimizing criminal opportunities whenever possible and encouraging students and staff to be responsible for their own security and the security of others.

The following is a list of some campus crime prevention tactics that may reduce a student or staff member's risk of becoming a victim:

- Walk on established and maintained walkways. At night, walk on those walkways that are well lighted.
- Always lock your vehicle. When coming to a night class, park as close to your building as space allows. When provided the opportunity, park under or near street lamps in the parking areas.
- When walking from your class to your car when it is dark, walk with a friend or in a group. Avoid darker areas and try

to avoid walking between vehicles to get to your intended destination.

- Place anything of value left in your vehicle out of sight (under a seat or locked in a trunk).
- Never leave purses, coats, or other items of value unattended in the classroom, library, or other study or student areas.
- Promptly report any suspicious behavior you observe to a College official or call Executive Director of Campus Safety and Security at 365-4644, or the Office of College Services at 365-4413.
- Take the time to locate and become familiar with the emergency telephones located outside at various locations on campus.

The following safety precautions should be taken by Nicolet staff:

1. Offices and Classrooms

- Do not leave handbags unattended
- Retrieve keys from persons no longer affiliated with your department
- Do not leave keys where they are visible
- Always lock doors when areas you are responsible for are unattended
- Report suspicious persons to the Dean of Campus Security or Facilities
- Never give out your computer passwords or write them down
- Report any suspected tampering with your computer to the CIT department
- Lock personal items in a safe place
- Document and report unusual calls or emails

2. Working During Non-business Hours

- Inform family and colleagues of your whereabouts and schedule
 - Lock your office or classroom door behind you
 - Do not get on an elevator with suspicious persons
3. Missing property must be reported to Campus Safety and Security at 365-4420.

Crime Prevention Programs Offered

Specific crime prevention programs and efforts include:

- Crime prevention information is presented during New Student Orientation.
- Facility and safety surveys and inspections are routinely done to judge exterior lighting, doors, and the safety of the grounds.
- Identification of all school equipment—tagged and assigned an inventory number.
- Crime Prevention manual periodically emailed to all students and staff.
- Distribution of the college Resource Guide document e-mailed to all students annually and the inclusion of the Campus Security Policy in the College catalog, on the College webpage, and on the Nicolet Infonet.

Reporting a Sexual Assault

If you are sexually assaulted on either of the college campuses, report this crime immediately by calling 911. If you are not comfortable with calling the police, there are 24-hour crisis hotlines available to call. The numbers in this area are 800-236-1222 or 715-362-6800. Regardless of whether you report the crime directly to law enforcement authorities or contact the crisis line, make sure you preserve as much evidence of the crime as you can. Do not shower, change clothes, or wash away any evidence. Although difficult, you need to allow law enforcement authorities to gather as much physical evidence from your person as possible. This will greatly aid in the arrest and conviction of the perpetrator.

As soon as possible, please report the assault to the Emergency Response Team at 715-365-4999 so the College authorities may take action against the perpetrators or issue a warning to the rest of the campus population if the perpetrator remains at large. You are also encouraged to seek help from the agencies listed below for follow-up counseling and support. If needed, the College will assist a student victim with changes in her/his academic schedule if desired and if possible.

Alleged sex offenders on College premises will be subject to the Student Code of Conduct and disciplinary action. The accuser and the accused will be informed of the outcome of any institutional disciplinary action taken. Sanctions which may be imposed if the accused is found to be in violation of the Student Code of Conduct could include suspension or expulsion from the College. Sanctions may be imposed for these violations whether or not criminal or civil sanctions are pursued. All decisions made by the Student Conduct Committee can be appealed through the formal college Grievance Procedure

Sexual Assault Victim Information

Information related to sexual assault victim information and resource information can be found in the Student Handbook and the College Resource Guide.

Sexual Assault Prevention

Nicolet College does not offer specific training in preventing sexual assault other than to offer the following guidelines. The Welcome Center and the agencies listed in the Student Handbook and the College Resource Guide will be able to provide prevention information.

Sexual Assault Victim Information

The following organizations can be contacted for help if you are the victim of a sexual assault.

Oneida County

Tri-County Council on Domestic Violence and Sexual Assault

Sexual assault victim advocacy 800-236-1222

- 24 hour crisis hotline
- Legal advocacy

St. Mary's Hospital 715-631-2100

- Sexual assault nurse examiner (SANE) program

Howard Young Medical Center 715-365-8000

- Sexual assault nurse examiner (SANE) program
- Oneida County Health Dept. (Reproduction Health Clinic)
- STD screening, treatment, education
- HIV counseling and testing
- Emergency contraception

Oneida County Health Department 715-536-1300

- STD screening, treatment, education
- HIV counseling and testing
- Emergency contraception

Forest County

Tri-County Council on Domestic Violence and Sexual Assault

Sexual assault victim advocacy 800-236-1222

- 24 hour crisis hotline
- Legal advocacy

Forest County Potawatomi Health and Wellness Center 715-478-4300

- Sexual assault nurse examiner (SANE) program
- Forest County Potawatomi Domestic Violence program
- Sexual assault advocacy

Forest County Potawatomi Domestic Violence program 715-478-7201

- Sexual assault victim advocacy

Vilas County

Tri-County Council on Domestic Violence and Sexual Assault 800-236-1222

- Sexual assault victim advocacy
- 24 hour crisis hotline
- Legal advocacy

Eagle River Memorial Hospital 715-479-7411

- Sexual assault nurse examiner (SANE) program

Lac du Flambeau Domestic Violence Shelter 800-236-7660

- Sexual assault victim advocacy

Lincoln County

The Haven – Lincoln County Domestic Violence Shelter 715-536-1300

- Sexual assault victim advocacy
- 24 hour crisis hotline
- Legal advocacy

Sexual Assault Prevention

Nicolet College does not offer specific training in preventing sexual assault other than to offer the following guidelines. Additional information can be obtained from the agencies listed above.

The following information can be found at The Wisconsin Coalition against Sexual Assault at <http://www.wcasa>.

Rohypnol and GHB are the most commonly referred to as “club drugs” and are the most frequently used in drug-facilitated rapes. The chemicals are often colorless, odorless, and tasteless, and as a result, the victim often unknowingly ingests the chemical after a perpetrator has mixed it into an unattended drink. Therefore, it is strongly suggested that you do not accept beverages that have been already open. Accept drinks only from service workers such as bartenders, and do not leave your drink unattended.

Please keep in mind that nearly 7 in 10 (70%) of sexual assault victims knew their attacker. It is reported that drugs and alcohol are an important influencing factor in non-stranger (date/acquaintance) rape.

Risk Reduction: Increasing Your Personal Safety

- Park/walk in well-lighted areas and follow the other pertinent crime prevention strategies listed under Crime Prevention above.
- Trust your instincts: If the situation feels uncomfortable, leave immediately.
- Be assertive. Expect respect.
- Stay sober and be aware of date-rape drugs: don't leave your drink unattended.
- Do not accept food or drinks that are opened or not directly from the server.
- Be cautious when inviting someone into your home or going to someone else's home.
- Use a buddy system: always make sure that someone else knows who you are with, where you will be, and when you are expected to return.
- Carry a cell-phone and/or have money available for a phone call or transportation to get away if necessary.

Sex Offender Information

In 1997, the state of Wisconsin enacted the Sex Offender Registration and Community Notification Law. The law was created to monitor and track people convicted of sex crimes and to provide access to this information for police, victims, and the general public. Information on registered sex offenders since 1995 in this state can be obtained on the web at

<http://offender.doc.state.wi.us/public.home.jsp> or you may call 608-240-5830 between 7:45 a.m. and 4:30 p.m., Monday through Friday.

Stalking Laws

What is stalking?

A person stalks a victim in Wisconsin when s/he engages in a “course of conduct” that causes the victim to experience serious emotional distress or to fear bodily injury or death of her/himself, to a family member, or to a member of his/her household. If the stalker knew or should have known that at least one of the stalking acts would cause the victim to experience this distress or fear, the stalker may be charged. In most instances, a course of conduct means two or more acts carried out over any period of time.

However, if a person had previously been convicted of a domestic abuse offense or a sexual assault offense against the same victim, the person may be charged with stalking after one stalking act against the victim.

Stalking acts include but are not limited to:

- Maintaining a visual or physical proximity to the victim
- Approaching or confronting the victim
- Appearing at the victim’s workplace or contacting coworkers or employers of the victim
- Appearing at the victim’s home or contacting the victim’s neighbors
- Entering property owned, leased, or occupied by the victim
- Contacting the victim by telephone repeatedly or continuously causing the victim’s (or another’s) telephone to ring, whether or not a conversation ensues
- Photographing, videotaping, audio taping, or, by other electronics means, monitoring/recording the victim’s activities, regardless of where the monitoring takes place
- Sending material by any means to the victim or to the victim’s family, member of the victim’s household, employer, coworker, or friend in order to obtain information about, disseminate information about, or communicate with the victim
- Placing an object on or delivering an object to property owned, leased, or occupied by the victim
- Delivering objects to certain others with the intent of delivery to the victim or placing objects on property owned, leased, or occupied by certain others with intent that it be delivered to the victim

If you believe you are being stalked by someone on Nicolet's Campus or at an Outreach Center, notify the Executive Director of Campus Safety and Security at 715-365-4420. If this action is taking place at an off- site location, it is strongly suggested you involve the police immediately.

If you have been a victim of stalking and have a restraining order against another individual which, please bring this to the attention of the Executive Director of Campus Safety and Security. This is especially important if the person who is object of the restraining order is a student or staff member at the College.

Harassment

Nicolet College does not tolerate harassment by its employees, its students, or by community members using the campuses. Staff members who engage in harassment will be subject to corrective disciplinary action and/or termination. Students who engage in harassment are subject to the Student Code of Conduct and will face disciplinary action up to and including being expelled from the institution. Community members engaging in harassment will be turned over to either the Oneida County Sheriff Department or the Minocqua Police Department.

Harassment is defined as unwanted attention verbally or physically that interferes with an individual's work/school performance or creates an intimidating, hostile, or offensive work or learning environment.

Sexual harassment is defined as unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature that creates an intimidating, hostile, or offensive work or learning environment.

If you are a victim of harassment on Nicolet's Campus, notify the Campus Safety and Security at 715-365-4420.

Annual Disclosure of Crime Statistics

Nicolet College complies with the Jeanne Clery Disclosure Act and

prepares an annual report of crimes that have occurred on campus. Those statistics can be found on the Nicolet College home page, obtained from the Campus Safety and Security, and each year all enrolled students receive the report in the campus Resource Guide emailed directly to them. Campus crime, arrest, and referral statistics include those reported to the Oneida County Sheriff Department, the Minocqua Police Department, other law enforcement agencies that have jurisdiction over other non-campus locations, and to College officials. A copy of this report can be obtained from the Campus Safety and Security, or by calling 715-365-4420.

Counseling staff on campus inform their clients of the procedure to report crime to the College on a voluntary or confidential basis, should they feel it is in the best interest of the client. A procedure is in place to anonymously report and capture crime statistics (see section on Confidential Reporting of Crimes above).

Possession, Use, and Sale of Alcohol and Illegal Drugs

Nicolet prohibits the unlawful manufacture, distribution, dispensation, possession, or use of controlled substances, including but not limited to alcohol, prescription, and illicit drugs on any college campus or other instructional facility; or while participating in officially sponsored college events off premise. Violations of this policy will result in appropriate disciplinary action up to and including: (a) expulsion of students in accordance with applicable civil, state, and federal law, and in accordance with the Nicolet College Student Code of Conduct, and (b) termination of employment from Nicolet in accordance with applicable Board policy, master contract provisions, civil, state, and federal law.

Information on alcohol and drug addiction treatment centers and clinics can be obtained from the Welcome Center, University Transfer Center, 715-365-4493. This information can also be obtained from the college Resource Guide available at Campus Safety and Security, or you may call 715-365-4420.

Annual Disclosure of Crime Statistics

Nicolet College complies with the Jeanne Clery Disclosure Act and prepares an annual report of crimes that have occurred on campus. Each year all staff and enrolled students receive the report in the campus Resource Guide brochure which is e-mailed directly to them. Campus crime, arrest, and referral statistics include those reported to the Oneida County Sheriff Department, the Minocqua Police Department, and to college officials. A copy of this report can also be obtained from the Campus Safety and Security Department by calling 715-365-4420.

Counseling staff on campus inform their clients of the procedure to report crime to the College on a voluntary or confidential basis, should they feel it is in the best interest of the client. A procedure is in place to anonymously report and capture crime statistics (see section on Confidential Reporting of Crimes above).

Crime Statistics

On-Campus Offenses	2007-08	2008-09	2009-10	2010-11
Murder/Non-negligent manslaughter	0	0	0	0
Negligent manslaughter	0	0	0	0
Forcible sex offenses	0	0	0	0
Non-forcible sex offenses	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	13	1	0	0
Motor vehicle theft	0	0	0	0
Arson	0	0	0	0
Non-campus Offenses	2007-08	2008-09	2009-10	2010-11
Murder/Non-negligent manslaughter	0	0	0	0
Negligent manslaughter	0	0	0	0
Forcible sex offenses	0	0	0	0
Non-forcible sex offenses	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor vehicle theft	0	0	0	0
Arson	0	0	0	0
Public Property Offenses	2007-08	2008-09	2009-10	2010-11
Murder/Non-negligent manslaughter	0	0	0	0
Negligent manslaughter	0	0	0	0
Forcible sex offenses	0	0	0	0
Non-forcible sex offenses	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor vehicle theft	0	0	0	0
Arson	0	0	0	0

On-Campus Hate Crimes	2007-08	2008-09	2009-10	2010-11
Murder and non-negligent manslaughter	0	0	0	0
Negligent manslaughter	0	0	0	0
Forcible sex offenses	0	0	0	0
Non-forcible sex offenses	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor vehicle theft	0	0	0	0
Arson	0	0	0	0
Larceny-Theft	0	0	0	0
Simple assault	0	0	0	0
Intimidation	0	0	0	0
Destruction/Damage/Vandalism of property	0	0	0	0
Non-campus Hate Crimes	2007-08	2008-09	2009-10	2010-11
Murder and non-negligent manslaughter	0	0	0	0
Negligent manslaughter	0	0	0	0
Forcible sex offenses	0	0	0	0
Non-forcible sex offenses	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor vehicle theft	0	0	0	0
Arson	0	0	0	0
Larceny-Theft	0	0	0	0
Simple assault	0	0	0	0
Intimidation	0	0	0	0
Destruction/Damage/Vandalism of property	0	0	0	0

Public Property Hate Crimes	2007-08	2008-09	2009-10	2010-11
Murder and non-negligent manslaughter	0	0	0	0
Negligent manslaughter	0	0	0	0
Forcible sex offenses	0	0	0	0
Non-forcible sex offenses	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor vehicle theft	0	0	0	0
Arson	0	0	0	0
Larceny-Theft	0	0	0	0
Simple assault	0	0	0	0
Intimidation	0	0	0	0
Destruction/Damage/Vandalism of property	0	0	0	0
Arrests and Referrals for Disciplinary Action				
On campus	2007-08	2008-09	2009-10	2010-11
Weapons: Carrying, possessing, etc.	0	0	0	0
Drug abuse violations	0	0	1	0
Liquor law violations	0	0	0	4
Non-Campus	2007-08	2008-09	2009-10	2010-11
Weapons: Carrying, possessing, etc.	0	0	0	0
Drug abuse violations	0	0	0	0
Liquor law violations	0	0	0	0
Public Property	2007-08	2008-09	2009-10	2010-11
Weapons: Carrying, possessing, etc.	0	0	0	0
Drug abuse violations	0	0	0	0
Liquor law violations	0	0	0	0

MOST RECENT INFORMATION ON THE NUMBER OF REPORTED SEXUAL ASSAULTS IN 2010 FOR THE STATE OF WISCONSIN, AND THE CAMPUS OF NICOLET AREA TECHNICAL COLLEGE.

Are located at the following web link on the Wisconsin Office of Justice Assistance website <http://oja.state.wi.us/docview.asp?docid=21613&locid=97>.

According to statistics provided by the Office of Justice Assistance, Madison, Wisconsin, there were 4,857 reported sexual assaults in Wisconsin during 2010.

Nicolet Area Technical College has had no reported sexual assaults.

RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

- (1) The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.

Students should present to the Registrar, appropriate Vice President, or head of the academic department, or other appropriate College official, signed, written requests that identify the record(s) they wish to inspect. The College official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed. At the time of viewing, the student will present some form of picture identification, such as a valid driver's license, before being allowed to view the record.

- (2) The right to request the amendment of the student's education records that the student believes is inaccurate or misleading.

Students may ask the College to amend a record that they believe is inaccurate or misleading. They should write the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the College decides not to amend the record as requested by the students, the College will notify the student of the decision and advise the student of his or her right to grieve the decision through the College Grievance Process. Information on the grievance process can be obtained at the College Services Office in the University Transfer Center.

- (3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent (see section on exceptions below).
- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures of the College to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW
Washington, D.C. 20202-4605

Exceptions under FERPA:

Under certain conditions, as authorized by FERPA, information can be released without student consent. They are:

Directory Information: The use of the term *Directory Information* does not imply that the College actually has a document containing Student Directory Information, or that the College has any obligation to produce such a document. The term *Directory Information* is a legal term applying to that information that the College can release, without student consent, to any third party.

The College has defined *Directory Information* as the following:

- Student Name
- Full-time or Part-time Status
- Major Field of Study
- Dates of Attendance
- Degrees and Awards Received
- Photos and Videos of Students for use in College Press Releases, Publications, and Web Sites
- Nicolet College Assigned Student Email Accounts

Students have the right to restrict the disclosure of *Directory Information* at any time. To restrict the disclosure of *Directory Information*, a student may file a written request with the Records and Registration Office or College Services Office. This request to restrict disclosure of *Directory Information* will be honored until such time as the student notifies the Records and Registration Office or College Services, in writing, to the contrary.

U.S. Military: According to federal law, the College must release to the U.S. Armed Forces student name, address, phone number, date of birth, and field of study.

Authorized Federal, State and Local Authorities: Student authorization is not required for disclosure to an authorized representative of the following individuals or entities:

- The Comptroller General of the United States
- The Secretary of the US Department of Education
- State educational authorities
- Any party legitimately connected with a student's application for, or receipt of, financial aid
- Accrediting organizations
- Agencies involving an audit or evaluation of compliance with education programs
- Organizations conducting studies for or on behalf of educational institutions

Other Institutions: Information can be released to other schools to which a student seeks or intends to enroll.

Emergency Situations: Information can be released to law enforcement personnel, emergency personnel, and College officials in an emergency in order to protect the health or safety of students or other persons.

Legitimate Educational Interest: Officials of the College, who are determined by the College to have a legitimate educational interest, may have access to student records without obtaining consent from the student. Officials of the College are defined as:

- Persons employed by the school in an administrative, supervisory, academic, research, or support staff position,
- Persons serving on school governing bodies, and
- Persons employed by or under contract to the College to perform a specific task, such as an attorney or auditor.

An official has a legitimate educational interest if they need to:

- Perform duties specified in their job description or under terms of contractual agreement,
- Provide campus services related to a student, such as advising, financial aid, and counseling, or
- Conduct tasks related to a student's education or campus discipline.

Judicial Order: Information must be released to comply with a judicial order or lawfully issued subpoena. However, the College will make a reasonable effort to notify the student of the order or subpoena in advance of compliance, so that the student may seek protective action. However, if the court (or other issuing agency) has ordered that the existence or the contents of the subpoena or judicial order not be disclosed, the College will comply and notification to the student will be withheld.

Grievance Hearing: Information about a student or students involved in a grievance investigation or grievance hearing may be released to members of the grievance committee, including any students assigned to that committee, if such information is germane to the investigation or hearing.

Disciplinary Hearing: The results of a disciplinary hearing may be released to an alleged victim of a crime of violence without the permission of the accused.

Nicolet College Foundation: Student names and addresses may be released to the Nicolet College Foundation for foundation-related activities. The Foundation is considered part of the College and will hold such information confidential; using the information only in specific activities intended to aid and support the College. Release of such information to the Foundation will be made only with the approval of the College President or his/her designee.

U.S. Patriot Act: The College must release, without consent or knowledge of the student, personally identifiable information from a student's education record to the Attorney General of the United States or his/her designee in connection with the investigation or prosecution of terrorism crimes specified in sections 233b(g)(5)(B) and 2331 of Title 18, U.S. Code.

Written Release: Personnel employed by the College who have consent in the form of a written release of information signed by the student, may disclose student information to appropriate outside agencies or persons.

Note: A record of disclosure will be maintained within a student's file indicating when information has been released from that file and to whom.

A fee of five dollars may be assessed for the copying of all or a portion of a student record.