2025-2026

Campus Safety & Security Report

INDIAN CAPITAL TECHNOLOGY CENTER

www.ictech.edu

COWETA CAMPUS | 31350 Hwy 51, Coweta, OK 74429| 918-897-3734 |888-881-5712

MUSKOGEE CAMPUS| 2403 N. 41ST ST. E., MUSKOGEE, OK 74403 | 918-687-6383 | 800-375-8324

SALLISAW CAMPUS| 401 E. HOUSER IND. BLVD., SALLISAW, OK 74955 | 918-775-9119 | 800-340-9119

STILWELL CAMPUS | ROUTE 6, BOX 3320, STILWELL, OK 74960 | 918-696-3111 | 866-696-3111

TAHLEQUAH CAMPUS | 240 CAREERTECH WAY, TAHLEQUAH 74464 | 918-456-2594 | 800-340-2594

NOTICE TO ALL CURRENT OR PROSPECTVE STUDENTS

Current or prospective students may request a paper copy of the Campus Safety and Security Report or any reports referenced in this document from Student Services.

Non-Discrimination Statement

ICTC is an equal opportunity institution in accordance with civil rights legislation and does not discriminate on the basis of race, color, religion, national origin, sex/gender, age, marital or veteran status, or disability in the operation of its educational programs, activities, recruitment, and admission practices. Concerns regarding this policy should be addressed to Kim Morgan, District Title IX and 504 Compliance Officer at 918-348-7915, 2403 N. 41st. Street East, Muskogee, OK 74403. Additionally, each campus has a contact where complaints can be reported.

GENERAL INFORMATION

Indian Capital Technology Center is committed to providing a safe and secure environment for our students, faculty, staff, and visitors. This report is comprised of information concerning emergency procedures, crime reporting and crime data to help inform the community, our students and staff and prospective students and staff.

This report contains information as required by The Campus Security Act (Jeanne Clery Act) of 1990 and the Student-Right-To-Know Act which were signed into law on November 8, 1990. This federal legislation requires the collection of campus crime statistics for specific crimes and the reporting of these statistics. It also defines the steps taken to warn students of immediate and/or continuing threats to their safety and gives instructions on reporting criminal or suspected criminal acts and emergencies.

Finally, this report outlines drug and alcohol policies, and sex offense and offender policies.

Statistical Information – Reported Crime

This following section contains information on crimes and incidents occurring during the past three calendar years at each of the campuses of the Indian Capital Technology Center as reported to the U.S. Department of Education. The data is also available at: http://ope.ed.gov/security/index.aspx.

Indian Capital Technology Center Muskogee, Sallisaw, Stilwell, & Tahlequah Combined Crime Report

	2023			2024			2025		
INCIDENCES OF:	ON CAMPUS:	NON-CAMPUS BUILDING ON PROPERTY	PUBLIC PROPERTY	ON CAMPUS:	NON-CAMPUS BUILDING ON PROPERTY	PUBLIC PROPERTY	ON CAMPUS:	NON-CAMPUS BUILDING ON PROPERTY	PUBLIC PROPERTY
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0	0	0	0

Domestic Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
ARRESTS:									
Weapons: carrying, possessing, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
DISCIPLINARY ACTIONS:									
Weapons: carrying, possessing, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0

STATEMENT OF POLICY ON REPORTING CRIME AND EMERGENCIES ON CAMPUS

Indian Capital Technology Center encourages all community members, students, faculty, staff, guests, and victims on our campuses to promptly report any suspected or actual criminal activity, suspicious behavior or articles or any other emergency condition to the Campus Director for the respective campus location or the Assistant Superintendent. If the situation requires outside resources, call 911 to reach the local emergency operations center. For non-emergencies, call the local police department's non-emergency number.

ICTC Emergency Contact Information:

Adult Health Campus- Muskogee	Campus Director, Carol Williams	918-348-7911
Coweta Campus	Campus Director, Chris Helling	918-897-3735
Muskogee Campus	Campus Director, Angela Kohl	918-348-7947
Sallisaw Campus	Campus Director, Nick Carter	918-775-4074
Stilwell Campus	Campus Director, Cassie Shores	918-696-8500
Tahlequah Campus	Campus Director, Dudley Hume	918-456-3699
District Offices	Assistant Superintendent, Doyle Bates	918-348-7982

Following the commission of a crime, prompt reporting is a key element in officials obtaining timely and accurate information to use in the investigation.

TIMELY WARNINGS AND ACTIVITY INFORMATION

Indian Capital Technology Center issues timely warning notices whenever a Clery crime is considered to pose a serious or continuing threat to students and employees. Timely warnings may be issued for the following crime classifications: aggravated assault, arson, burglary,

criminal homicide, dating violence, domestic violence, motor vehicle theft, robbery, sex offense, and stalking when the crime is deemed to pose an ongoing threat to the ICTC community.

These warnings may be given in a variety of different formats including audible announcements through the intercom system, Remind mass communication system, email/text/voice messages to cellular and/or home telephones. Employees and students are encouraged to update Indian Capital Technology Center whenever their email, phone, or cell phone information changes to help assure timely receipt of messages. These warning systems are tested periodically as part of the emergency drills. Fire alarms are sounded through a separate, specialized fire alarm system. Tornado alarms are sounded through the intercom. In most cases, multiple methods will be utilized to improve communication reliability. The Campus Director or Assistant Superintendent will determine if a timely warning is necessary, and the alerts are generally written and distributed to the community by the Director of Marketing.
The respective Campus Director will maintain a daily log of crimes reported to the police containing the nature, date, time, and general location of each crime and the disposition of the complaint, if known. This log will be available to the public upon request unless the release of information would jeopardize an ongoing criminal investigation or the safety of any individual.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES STATEMENT

Indian Capital Technology Center utilizes current NIMS/ICS standardized protocols for the formation of incident management teams in large scale incidents. All evacuation procedures and appropriate maps are posted throughout the campus. Other situational emergency evacuation plans are addressed in the Emergency Operations Plan located in each office.

CRISIS RESPONSE POLICY
It is the policy of the Board of Education to have and maintain a Crisis Response Plan that will consist of Crisis Response Teams that will advise and assist the administration, staff, students, guests, and Local, State and Federal agencies in the event of a potential or actual crisis. This plan is necessary to minimize the danger to students, employees, and visitors; to help protect property; and to help in the efficient return to normal operations. Although this plan establishes a general framework of action that should be followed, when possible, the exact nature of the situation may necessitate response differing from that contained in the Crisis Response Plan. Response actions may also differ in conjunction with city, state, or federal emergency response plan implementation. Where applicable, the Crisis Response Team will work closely with community agencies and groups to develop coordinated responses to mutual concerns.

This plan will be reviewed and updated annually by the Superintendent and/or his designee(s), and, as necessary, if regulations are revised, if the plan functions less than well during an emergency, if facility operations are changed in a way that affects the plan, if the roster of emergency personnel changes, or if the emergency equipment listed is altered. In-service training, practice drills, and table-top discussions

are scheduled throughout the year as required by state and federal laws to ensure students and staff are prepared in the event a crisis occurs at Indian Capital Technology Center.

EMERGENCY ALARMS

Indian Capital Technology Center has a system of alarms that will be used in case of fire, severe weather activity, or other emergencies. Emergency drills will also be practiced periodically during the school year. Students are to follow the instructions given by their instructors. State law requires 10 safety drills per year. Remind is used in emergency situations to contact staff, students, parents, and community officials.

POLICIES FOR PREPARING THE ANNUAL DISCLOSURE OF CRIME STATISTICS

The District Administrator for Instructional and Student Services prepares and distributes the Annual Disclosure of Crime Statistics to students and employees. Crime statistics are collected from the following sources: students, employees, community members and local law enforcement agencies. Employees and current students receive annual notification of where to locate this report through the Annual Disclosure's Report, the Student Handbook and the Financial Aid and Consumer Information Handbook. ICTC employees and students receive an annual email includes annual notifications. This report is also posted online at Indian Capital Technology Center's website, and paper copies are available in Instructional Services upon request.

Criminal activity that does not warrant a timely warning, but which is required to be included in the annual disclosure of crime statistics should be reported confidentially to: Kim Morgan, District Administrator for Instructional and Student Services, at 918-348-7915 or kimberly.morgan@ictech.edu.

ACCESS CONTROL & BUILDING SECURITY

It is Indian Capital Technology Center's policy to lock the doors of buildings. Entrances that are can be accessed by students or the general public are equipped with video monitor and bell system that is required before access given. The main entrance to each building will be unlocked for approximately 45 minutes before the morning and afternoon sessions. However, when working or studying in buildings after normal working hours, it is suggested that individual offices, classrooms, and shops be locked based upon an assumption that unrestricted access to the building is possible. Indian Capital Technology Center does not provide campus residences.

Security Considerations Used in the Maintenance of Campus Facilities

- Maintenance staff regularly checks hallways, doors, and lighting.
- Emergency 911 dialing
- Burglar alarms in key areas
- Building occupied after hours by maintenance/custodial staff

• Coordinator in building when class is in session
• Monitoring of parking lots
• Video cameras in key areas (parking lots, the Commons, hallways)
• Upon request, anyone will be escorted to his/her vehicle
• Phones in all classrooms
• Parking lots are well lit
• Ability to notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on the campus, unless issuing a notification will compromise efforts to contain the emergency
• Publicizing emergency response and evacuation procedures on an annual basis in a manner designed to reach students and staff
• Testing emergency response and evacuation procedures on an annual basis
• Requiring notification of a parent if a secondary student is missing
• Participating in all required school safety drills

STATEMENT OF POLICY ON CAMPUS LAW ENFORCEMENT

Indian Capital Technology Center maintains an open working relationship with the local Police Departments in the communities served by each of the six campus locations to perform a variety of tasks including investigation of criminal activity, apprehension of criminals, accident, and fire response. Serious crimes and other incidents that are deemed to be of interest to State and/or or other law enforcement local agencies are reported to those agencies. Indian Capital Technology Center encourages all persons to report criminal or suspicious activity to the respective Campus Director or District Assistant Superintendent who will take appropriate action after analyzing and investigating the seriousness of the incident.

COUNSELING AND CONFIDENTIAL CRIME REPORTING

Indian Capital Technology Center's Student Services department offers a variety of guidance services to facilitate student development. The staff includes certified counselors and advisor/recruiters. Any needed services that require advanced qualifications or licensure are referred to area community resources.

The following drug and alcohol treatment link is included in the Annual Notifications and Disclosures that is emailed to all staff and students. The link provides area available resources to any Zip Code that is entered. https://findtreatment.gov/

All information disclosed to guidance staff is confidential with the exception of child abuse, immediate threat of serious or foreseeable harm to self or identified others or court ordered disclosure. Occasionally, victims of crime wish to report a crime but do not want to give their name and/or do not want to pursue action through the criminal judicial systems.

As allowed by the Clery Act, pastoral and professional counselors who receive confidential reports are not required to report these crimes to Indian Capital Technology Center for inclusion into the annual disclosure of crime statistics or for the purpose of a timely warning. These positions are defined as follows:

- Pastoral Counselor - a person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling and is functioning within the scope of that recognition as a pastoral counselor.
- Professional Counselor - a person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

Pastoral counselors and professional counselors, if and when they deem it appropriate, are encouraged to inform the persons they are counseling of the procedures to a report crime to the respective Campus Director or Assistant Superintendent for inclusion in the annual disclosure of crime statistics.

Other campus staff or departments may accept confidential reports from a victim. The Clery Act, however, requires these individuals/departments to report the crime to the Director of Student Services. This allows Indian Capital Center to maintain accurate records on the number of incidents, determine if there is a pattern of crime with regard to a particular location, method or assailant, and alert the campus community of an ongoing threat if needed. The school will investigate all crimes that are reported to them.

STATEMENT OF PROGRAMS AND SECURITY PROCEDURES AND PRACTICES

The campus security report is available to all Indian Capital Technology Center students and employees. Upon enrollment, all students receive notification of the Student Handbook, including the Campus Security Report. A copy is also available in Student Services and on ICTC's website. ICTC maintains a weapons free environment. Indian Capital Technology Center Crime Prevention activities may include but are not limited to crime/drug prevention in-service training for students, staff, and faculty. In addition to being informed about Campus Security during enrollment, Indian Capital Technology Center publishes, distributes, and posts the annual Campus Security Report for all enrolled students, current employees, and community members by October 1. A paper copy of the report is available upon request in Student Services. The report may be viewed at http://ope.ed.gov/security.

CRIME PREVENTION

Tips for personal safety and property security:
• Report strangers
• Avoid getting into vulnerable, no exit places
• Do not hesitate to call police when confronted by persons
• Walk with confidence, avoid walking near bushes and parked cars
• When parking, remove valuables from plain view and lock your vehicle
• Report all incidents and losses to administration and police immediately

MONITORING OFF CAMPUS CRIMINAL ACTIVITY

At this time Indian Capital Technology Center has no identified off-campus student locations related to student organizations or off-campus student housing. Indian Capital Technology Center does not actively monitor criminal activity involving students that occurs off campus. However, if information is brought to the attention of Indian Capital Technology Center personnel, then appropriate action will be taken in accordance with the ICTC Student Handbook.

STATEMENT OF ALCOHOL AND DRUG POLICIES

It is the policy of the Board of Education of Indian Capital Technology Center that the use, possession, or distribution of any alcoholic beverage or controlled dangerous substance is prohibited on school property, on school transportation or at any event sponsored by the district.

The policy applies to any student attending any program, class or activity under the supervision of the district. Violations of this policy will be reported to the Campus Director in accordance with district policy and procedure as well as Oklahoma and federal law.

Note: The Students, Drugs and Alcohol Policy is delineated in the Student Handbook under Student Behavior in the sub-sections; "Reporting students under the Influence of or Possessing Alcoholic Beverages or Controlled Dangerous Substances and Drug and Alcohol Use by Students."

DRUG REPORTING AND TESTING

ICTC recognizes the complexity of problems that may be associated with student drug abuse. The concern is for the well-being and best interests of students at all times. Therefore, it is the policy of the Board of Education that any administrator, teacher, or counselor who has reasonable suspicion that a student may be under the influence of, or has in his or her possession, alcoholic beverages - including

the legally non-intoxicating beverage commonly referred to as 3.2 beer (low-point beer) – or a controlled dangerous substance as defined by law shall immediately notify the campus director or designee of such suspicions in writing. Whenever possible, the teacher should attempt to obtain a corroborative observation from another teacher.

The teacher's report will state the date, time, and place of the incident. It will also describe the actions of the student or other circumstances from which the teacher concluded that the student appeared to be under the influence of non-intoxicating beverages, alcoholic beverages, or controlled dangerous substances.

The campus director or designee shall immediately notify the superintendent or designee of the report. The campus director or designee will also immediately notify the secondary student's parent or legal guardian of the report of said student's possession of a controlled or counterfeit substance or suspected abuse thereof. Notification to the secondary student's parent or legal guardian may be verbal but will be promptly confirmed in writing.

Any search, seizure, or subsequent disciplinary action shall be subject to applicable school policies, regulations, state laws, or student handbook rules.

Every administrator, teacher, or counselor employed by the Board of Education who has reason to believe that a student is under the influence of, or has possession of, alcoholic beverages (including 3.2 beer) or a controlled dangerous substance and who reports such information to appropriate school officials shall not be subject to civil liability unless such referral was made in bad faith or with malicious purpose. (Policy FNCE)

Indian Capital Technology Center does not have a "Drug Testing Policy."

USE OF TOBACCO PRODUCTS

24/7 Smoke Free/Tobacco Free Environment Policy
Smoking, distribution, and the use or possession of tobacco or tobacco products or paraphernalia used with tobacco and tobacco products is prohibited on school property, in school vehicles, or at or going to or from any school-sponsored or authorized function.

It is specifically directed that this ban on the use of tobacco products will be in effect 24 hours a day, seven days a week, and will apply to all students, employees, visitors, and anyone providing service to the schools with the exception of training provided by Indian Capital Technology Center (ICTC) as required by government contract. When required by a government contract, the designated smoking area must be away from general traffic areas and completely out of sight of children under eighteen (18) years of age and can be used only by adults attending those training sessions.
Additionally, students are prohibited from possessing or distributing tobacco products or simulated tobacco products in school buildings, on school grounds, in school owned vehicles, and at all school affiliated functions on or off school campus.

Employees are prohibited from use or distribution of tobacco products or simulated tobacco products in school buildings, on school grounds, in school-owned vehicles, and at all school affiliated functions on or off school campus.

Definitions:

1. "School Property" is defined as all property owned, leased, rented or otherwise used by any school in this district, including but not limited to the following:
    a. All interior portions of any building or other structure used for instruction, administration, support services, maintenance or storage.
    b. All school grounds over which the school exercises control including areas surrounding any building, playgrounds, athletic fields, recreation areas and parking areas.
    c. All vehicles used by the district for transporting students, staff, visitors, or other persons.
2. "Tobacco" is defined as cigarettes, cigars, pipe tobacco, snuff, chewing tobacco and all other kinds and forms of tobacco prepared in such manner to be suitable for chewing, smoking, or both.
3. "Simulated Tobacco Products" are defined as products that imitate or mimic tobacco products, including, but not limited to cloves, bidis, kreteks, and vapor smoking with/without nicotine.
4. "Use" is defined as lighting, chewing, dipping, inhaling, or smoking any tobacco as defined within this policy.

Advertising of tobacco products on school property, school publications, and video-TV productions is prohibited. This prohibition also includes gear, paraphernalia, clothing, etc. that display and/or promote tobacco products.

Signs will be posted in prominent places on school property to notify the public that smoking or other use of tobacco products is prohibited. The success of this policy will depend on the cooperation and consideration of smokers/tobacco users and non-smokers/tobacco users. All individuals on school property share in the responsibility for adhering to and enforcing this policy. Those found in violation will be informed that they are in violation of board policy, and in the case of tobacco and/ or tobacco products, state law. Any individual who observes a violation on school property may report it in accordance with the procedures listed below:

Students - Any violation of this policy by students will be referred to the site administrator. Site administrators shall inform both students and parents that failure to comply with the policy may result in confiscation of paraphernalia and/or suspension from classes and school activities.
Employees - Any violation of this policy by staff will be referred to the appropriate supervisor. Continued violations will constitute willful neglect of duty and will be dealt with accordingly based on established policies and procedures for suspension, demotion, dismissal, and non-renewal of employee.

Visitors and General Public - Visitors who are observed smoking or using tobacco products on school district property will be asked to refrain from smoking or using tobacco on school property. If the individual fails to comply with the request, such violation of policy may be referred to the site administrator or other school district supervisory personnel responsible for the area or program during which the violation occurred. The site administrator or supervisor shall make a decision on further action that may include a directive to leave school property. Repeated violations may result in a recommendation to the Superintendent to prohibit the individual from entering school district property for a specified period of time. If deemed necessary by the school administration, local law enforcement

officials may be called upon to assist with enforcement of this policy with regard to removal of violators of this policy.

DRUG AND ALCOHOL-FREE PREVENTION PROGRAM

As set forth in local, state, and federal laws, and the rules and regulations of Indian Capital Technology Center, the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees in buildings, facilities, grounds, or other properties owned and/or controlled by Indian Capital Technology Center is prohibited.

In order to maintain a healthy educational and working environment, and to comply with the requirements of the Drug-Free Workplace Act of 1988 for purposes of receiving federal assistance, the Indian Capital Technology Center Board of Education adopts the following policies and regulations:
Use, possession, dispensing, manufacture, sale, or distribution; or conspiring to sell, distribute, or possess; or being in the chain of sale or distribution; or being under the influence of a controlled substance, alcoholic beverage, or low-point beer (as defined by Oklahoma law, i.e., 3.2 beer) in any of the technology center's facilities, on technology center property (including vehicles), or at a technology center sponsored function or event by an employee or student is prohibited. Violation of this prohibition shall result in disciplinary action, which may include dismissal or nonrenewal of employment for employees and out of school suspension or removal from school for students. Violations which constitute criminal acts will be referred for prosecution.

Employees who are engaged in the performance of work under the terms of a federal grant must, as a condition of their employment, notify a technology center administrator in writing of any drug conviction (including a plea of nolo contendere) for a violation of a criminal drug statute which occurred at a technology center workplace within five calendar days after the conviction. The conviction shall result in dismissal or nonrenewal, or a requirement that the employee satisfactorily participate in a drug abuse assistance or rehabilitation program approved by a federal, state, or local health, law enforcement or another appropriate agency.

Health Risks Associated with Illicit Drug Use and Alcohol Abuse
Alcohol and other drug use represent serious threats to health and the quality of life. More than 25,000 die each year from drug-related accidents or health problems. With most drugs, it is probable that users will develop psychological and physical dependence. The general categories of drugs and their effects are as follows:
Alcohol - Short-term effects include behavioral changes, impairment of judgment and coordination, greater likelihood of aggressive acts, respiratory depression, irreversible physical and mental abnormalities in newborns (fetal alcohol syndrome) and death. Long-term effects of alcohol combined with other barbiturates/depressants can prove to be a deadly mixture.
Amphetamines/Stimulants - (speed, uppers, crank, caffeine, etc.) Speed up the nervous system which can cause increased heart and breathing rates, higher blood pressure, decreased appetite,

headaches, blurred vision, dizziness, sleepiness, anxiety, hallucinations, paranoia, depression, convulsions, and death due to a stroke or heart failure.
Anabolic Steroids - Seriously affect the liver, cardiovascular, and reproductive systems. Can cause sterility in males and females, as well as impotency in males.
Barbiturates/Depressants - (Downers, Quaaludes, Valium, etc.) Slow down the central nervous system which can cause decreased heart and breathing rates, lower blood pressure, slowed reaction, confusion, distortion of reality, convulsions, respiratory depression, coma, and death. Depressants combined with alcohol can be lethal.
Cocaine/Crack - Stimulates the central nervous system and is extremely addictive - psychologically and physically. Effects include increased heart rate, elevated blood pressure, insomnia, loss of appetite, hallucinations, paranoia, seizures, and death due to cardiac arrest or respiratory failure.
Hallucinogens - (PCP, angel dust, LSD, etc.) Interrupt the functions of the part of the brain which controls the intellect and instincts. May result in self-inflicted injuries, impaired coordination, dulled senses, incoherent speech, depression, anxiety, violent behavior, paranoia, hallucinations, increased heart rate and blood pressure, convulsions, coma and heart and lung failure.
Cannabis - (Marijuana, hashish, hash, etc.) Impairs short-term memory, comprehension, concentration, coordination, and motivation. May cause paranoia and psychosis. Marijuana smoke contains more cancer-causing agents than tobacco smoke. The way in which marijuana is smoked, deeply inhaled, and held in the lungs for a long period, enhances the risk of getting cancer. Combined with alcohol, marijuana can produce a dangerous multiplied effect.
Narcotics - (smack, horse, Demerol, Percodan, etc.) initially produce feelings of euphoria often followed by drowsiness, nausea, and vomiting. An overdose may result in convulsions, coma and death. Tolerance develops rapidly and dependence is likely. Using contaminated syringes to inject such drugs may result in AIDS.
Tobacco/Nicotine - some 170,000 people in the United States die each year from smoking related coronary heart disease. Some 30% of the 130,000 cancer deaths each year are linked to smoking. Lung, larynx, esophagus, bladder, pancreas, and kidney cancers strike smokers at increased rates. Emphysema and chronic bronchitis are ten times more likely among smokers. Further information concerning health risks may be found in the Director of Student Services' office.

Legal Sanctions
Local, state, and federal laws provide for a variety of legal sanctions for the unlawful possession and distribution of illicit drugs and alcohol. These sanctions include, but are not limited to, incarceration and monetary fines.

Federal law provides severe penalties for distributing, dispensing, or possessing with the intent to distribute or dispense a controlled substance, and penalties of a less severe nature for simple possession of a controlled substance. The type and quality of the drug, whether the convicted person has any prior convictions and whether death or previous injury resulted from use of the drug in question all affect the sentence.

The first conviction still carries a sentence of up to a year imprisonment, a fine of at least $1,000 but not more than $100,000, or both. With regard to simple possession, the number of convictions makes both the minimum period of imprisonment and fines greater. Under special provisions for possession of crack, a person may be sentenced to a mandatory term of at least five years in prison and not more than 20 years, a fine of $250,000, or both.

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Intent to consume 3.2 beer by someone under 21 years of age in a public place is a misdemeanor punishable by a fine not to exceed $100 or by appropriate community service not to exceed 20 hours. Possession of other alcoholic/intoxicating beverages by someone under 21 years of age in a public place is a misdemeanor punishable by imprisonment in the county jail for not more than 30 days, a fine not to exceed $100, or both. There are also state laws concerning driving under the Influence of alcohol and using a false driver's license to obtain 3.2 beer or other alcoholic beverages.

Depending upon the number of previous convictions or gravity of the circumstance, you may be convicted of a felony or misdemeanor for such an offense. Most likely you will also forfeit your driving privileges in the event you are convicted of such an offense.

Disciplinary Sanctions

STUDENTS – Any students found to be in possession of dangerous weapons or controlled dangerous substances will be subject to disciplinary action which may include out of school suspension or removal from school.

EMPLOYEES – An employee who violates the terms of the Drug & Alcohol-Free Workplace Policy may be subject to dismissal or nonrenewal of employment. Violations which constitute criminal acts will be referred for prosecution.

Counseling, Treatment and Rehabilitation
Indian Capital Technology Center provides referral and support services for students and employees. A list of additional programs, their location and phone number is maintained in the offices of the Director of Student Services and counselors. Seeking help from being referred to or from these services is confidential, and will not alone result in disciplinary action. Individual privacy will, of course, be maintained in any counseling/ rehabilitation process. In addition, the following toll-free hotline numbers may be of use to someone needing help or advice:

- National Institution of Drug Abuse Information and Referral Line 1.800.662.HELP
- The Drug-Free Workplace Helpline 1.800.967.5752
- National Council on Alcoholism 1.800.622.2255
- National Drug Abuse Hotline 1.800.241.9746
- Cocaine Helpline1.800.347.8998
- Reach-Out-Hotline (Mental Health & Substance Abuse Services) 1.800.522.9054
- Bullying & CyberBullying Hotline 1.800.273.8255
- Teenline 1.800.852.TEEN (8336) or Text "Teen" to 839863
- Suicide and Crisis Lifeline: 988
- National Domestic Violence Hotline 1.800.799.7233
- National Sexual Assault Hotline 1.800.656.4673
- Oklahoma's SAFE-CALL Helpline 1.800.522.7233

VIOLENCE AGAINST WOMEN REAUTHORIZATION ACT (VAWA)

CAMPUS SEXUAL VIOLENCE ELIMINATION ACT (PUB. LAW 113-4) 34 CFR 668.46(A) AND THE CAMPUS SEXUAL VIOLENCE ELIMINATION ACT (CAMPUS SAVE ACT).

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

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

ICTC's procedures for investigating and conducting discipline proceedings in domestic violence, dating violence, sexual assault and stalking cases include that the investigation and resolution will be prompt, fair and impartial; a "statement of the standard of evidence" used during the preceding; the annual training of officials conducting the proceedings to ensure the protection of the victim's safety and the promotion of accountability; the identification of sanctions or protective measures the institution will impose after final determination that rape, acquaintance

rape, domestic violence, dating violence, sexual assault or stalking has occurred; that the accuser and the accused are afforded equal opportunity to be present during the disciplinary proceeding; both parties must have the ability to be accompanied at any meeting or proceeding by an advisor of their choice; the accuser and the accused must be simultaneously notified in writing of the outcome of the proceeding, appeal procedures, any change to the result before it becomes final, when the result will become final, and that disclosure of the outcome is unconditional; and institutional policies that address the protection of a victim's confidentiality, including record keeping that excludes a victim's personally identifiable information.

Indian Capital Technology Center will offer students and new employees counseling and programs that promote awareness and prevention of rape, acquaintance rape, domestic violence, sexual assault, and stalking. These programs will include: a statement that the institution prohibits these offenses; the definition of domestic violence, dating violence, sexual assault and stalking in the applicable jurisdiction; the definition of consent for sexual offenses in the applicable jurisdiction; "safe and positive" options for intervention by bystanders an individual may take to "prevent harm or intervene" in situations; recognition of signs of abusive behavior and instruction on how to avoid potential attacks; information about the institution's policies and procedures; and ongoing prevention and awareness campaigns for students and faculty throughout the school year. Additionally, this information is available in the Student Behavior sections of the ICTC Student Handbook.

Indian Capital Technology Center follows the Clery Act's anti-retaliation policy that "No officer, employee or agent of an institution shall retaliate, intimidate, threaten, coerce or otherwise discriminate against any individual for exercising their rights or responsibilities under the Clery Act."

SEX OFFENDER REGISTRY

Oklahoma Title 57, Sections 581-590.2 and Title 21, Section 1125 of the Oklahoma State Statutes, requires the Department of Corrections to create and maintain a registry of persons who have either been convicted of, entered a plea of guilty to, or adjudicated delinquent of certain sex offenses. Information provided by the State concerning registered sex offenders may be obtained through the https://sors.doc.state.ok.us/svor/f?p=119:1 or by calling (405) 425-2607.

The Federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. Registered Sex Offender information provided under 42 USC 14071(j) may be obtained from local law enforcement agencies.

Oklahoma law (Title 57, Sections 583-584) requires anyone required to register as a sex offender do so with both their local law enforcement (municipal or county) agency at their residence and

also with the police or security department of any institution of higher education at which they are enrolled as a student (full-time or part-time), are an employee (full-time or part-time) or reside (or intend to reside or stay) on any property owned or controlled by the institution of higher education.

The Oklahoma Sex and Violent Crime Offender Registry is available through the Oklahoma Department of Corrections at https://sors.doc.state.ok.us.