



LAKE AREA
TECHNICAL COLLEGE

LAKE AREA TECHNICAL COLLEGE
STUDENT CENTER



2021
Annual Security and
Fire Safety Report

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I. INTRODUCTION

Contained in this document is Lake Area Technical College's Annual Safety Report (ASR). The ASR and the Fire Safety Report have been combined into a single document for convenience and simplicity.

Campus security and safety are vital to a positive environment in which to learn and work. This document provides information so students, employees and community members can make informed decisions about their own safety. Additionally, the ASR provides statistical information about crimes occurring in LATC's Clery Act geography and a summary of educational programs, resources and other information regarding the rights and responsibilities for both victims of crimes and those accused of committing crimes. Information is provided on the reporting of crimes, including LATC's confidential reporting procedure and description of victims' rights and responsibilities. LATC hopes you find this information valuable.

Lake Area Technical College prepares this annual security report (ASR) with all required elements as stated in the Clery Act and in *34 C.F.R. §668.46(b)* and publishes the single document report as a safety service to the Lake Area Tech community. Each employee and student receives an electronic notification of the report each year through email. The electronic notification includes notice of the report's availability, a link to its exact electronic address, a description of its contents, and a notice that a paper copy will be provided upon request. The report can also be accessed electronically through the Lake Area Tech "Your Right to Know" webpage at <https://www.lakeareatech.edu/about-us/your-right-to-know/>

Key resources provided to the campus community are available on the "Your Right to Know" webpage (<https://www.lakeareatech.edu/about-us/your-right-to-know/>) and includes the following resources:

- Student Catalog and Handbook
- Drug and Alcohol Abuse Policy
- Nondiscrimination/Accessibility Policy
- Tobacco Use On Campus
- Code of Conduct
- Federal Student Aid Penalties for Drug Law Violations

Additional Watertown School District policies are available at <https://www.watertown.k12.sd.us/o/watertown-school-district/browse/60294>.

- Sexual Harassment – Policy ACF
- Grievance Procedure – Non-Certified Staff – Policy GAEB
- Staff Disclosure of Misconduct – Policy GBCD
- Employee Criminal Background Check Policy – Policy GBG

II. REPORTING CRIMES & OTHER EMERGENCIES

Safety on campus is a priority for students, family members and other visitors, and College employees. Lake Area Technical College believes education can only occur in an environment in which students and employees feel safe and secure. LATC takes multiple security measures to protect students, staff, and visitors.

Accurate & Prompt Reporting

All students, employees and guests are encouraged to make accurate and prompt reports of all crimes and emergencies. Lake Area Tech does not have campus police or security personnel. To report a crime, dial 911. Crimes also should be reported in a timely manner to the Vice President to ensure, if required, inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate.

Voluntary Confidential Reporting

While Lake Area Tech requests that all crimes on the campus be reported promptly, we support pastoral and professional obligations to not disclose or report certain incidents. LATC counselors provide information on crime reporting to students. The college allows counselors to use discretion for reporting crimes. Counselors are not required to report on an anonymous or confidential basis for inclusion in the annual disclosure of crime statistics.

Annual Crime Statistics

Lake Area Tech annually prepares and submits crime statistics to the U.S. Department of Education in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the “Clery Act”) by the timelines published in the Federal Register *34 C.F.R. §668.41(e)(5)*. The crime statistics are submitted through the Department’s annual Campus Safety and Security Survey for inclusion in the Office of Postsecondary Education’s Campus Safety and Security Data Analysis Cutting Tool. Campus crime statistics are also available at <http://ope.ed.gov/security>.

Pursuant to the Clery Act, the College also compiles and publishes crime statistics in an Annual Security Report which is located at <https://www.lakeareatech.edu/about-us/your-right-to-know/>. As part of this obligation, members of the College’s community who are considered to be Campus Security Authorities are required to report crimes for inclusion as statistics in the College’s Annual Security Report. Lake Area Tech also solicits crime statistics from the law enforcement agencies that have jurisdiction over the College’s location. Agencies contacted include the Watertown City Police Department, and other local and county law enforcement as applicable.

Individuals unable to obtain a hard copy of the LATC Annual Security Report from the LATC website may request a copy by contacting:

Vice President
Lake Area Technical College
PO Box 730, 1201 Arrow Avenue, Watertown, SD 57201

III. FACILITY SECURITY, ACCESS & MAINTENANCE

Access to the Lake Area Tech campus facilities is authorized through the Director of Support Operations Office and Vice President's Office. Building keys and fobs are issued to staff as needed. All staff are authorized to call the appropriate authorities in case of an emergency. All buildings are locked and unlocked by College employees or by automated timers. Unless other arrangements have been made, buildings generally open at approximately 7 a.m. during weekdays and close at 10:00 pm. Hours may vary with holiday schedules or summer hours. All buildings remain locked after hours and throughout the weekend unless prior arrangements have been made. Students and visitors may access the facilities whenever open.

Lake Area Technical College's Clery Act Geography includes the following locations:

On Campus

- Main Campus, 1201 Arrow Avenue, Watertown, South Dakota
 - Includes: Student Center; Automotive Technology Building; Custom Paint & Fabrication Building; 100, 200, & 300 Buildings; Prairie Lakes Healthcare Center of Learning; Manufacturing, Energy, and Transportation Building; Agriculture Building; Lab Building; Educare Building; and storage facilities.
- Aviation Annex, 2600 Boeing Avenue, Watertown, South Dakota
- On-Campus Student Housing: N/A

Off-Campus

- Heavy Equipment Operator Lab, DK Diesel Storage Building, 1800 4th Ave SW, Watertown, SD
- Capital City Campus, Capital University Center, 925 E Sioux Ave, Pierre, SD

Public Property

Public property includes all public property, including thoroughfares, streets, sidewalks, and parking facilities, that are within the campus, or immediately adjacent to and accessible from the LATC campus.

Lake Area Tech custodial and maintenance staff monitor campus facilities, including those related to safety and security and to interior and exterior campus lighting. Maintenance staff and information technology staff manage the security system/door locks located throughout the campus and repair broken or malfunctioning locks. Fire extinguisher and sprinkler system functionality is documented and serviced on a regular schedule by certified vendors.

IV. CAMPUS LAW ENFORCEMENT

Lake Area Tech does not employ or contract security personnel. LATC maintains a relationship with city and county law enforcement agencies. Local police are called for the purposes of investigations, emergencies, traffic accidents, enforcement of laws regulating

the use of controlled substances, weapons, and other incidents that require police assistance.

V. PROGRAMS RELATED TO CAMPUS SECURITY

Lake Area Tech encourages all employees and students to accept personal responsibility for their own safety and the safety of others and to report all crimes that occur on the LATC campus to the Watertown Police Department or to Lake Area Tech.

Students receive electronic notification regarding their access to the Annual Security and Fire Safety Report at least once per academic year. These publications contain information and guidelines related to drugs and alcohol, tobacco and smoke-free campus, sexual harassment, registered sex offenders listing, safety, theft/vandalism, dating violence, domestic violence, sexual assault, and stalking.

The Center for Student Success also hosts educational programming to raise awareness throughout the year, including:

- Educational articles are available to students through the Center for Student Support and Engagement and also to students requesting information about specific crime-related topics.
- Educational activities and events related to alcohol or other drugs or sexual violence awareness and support are provided through other emails coordinated through the Center for Student Support and Engagement as well as through Student Activities.
- Educational or informative signs are regularly posted on bulletin boards, in bathroom stalls, and on the tv monitors around campus.

New employees also receive orientation and training regarding the policies listed below and sign an acknowledgement indicating their understanding and receipt of printed copies:

- Drug Free Workplace
- Crime Awareness and Campus Security Act Policy 115 Sexual Harassment and Harassment
- Equal Opportunity
- Sexual Harassment/Title IX
- Use of Alcohol and other Drugs by Employees
- Lake Area Technical College Employee Handbook.

VI. NON-CAMPUS LOCATIONS OF STUDENT ORGANIZATIONS

Lake Area Tech has no officially recognized student organizations with non-campus locations.

VII. DRUGS & ALCOHOL

In addition to the information below, these online resources provide additional information related to LATC's drug and alcohol policies and education:

- Student Handbook: <https://www.lakeareatech.edu/wp-content/uploads/2020/12/LATI-Handbook-2020.pdf>
- College Conduct Policies: https://www.lakeareatech.edu/wp-content/uploads/2021/01/drug-alcohol-tobacco_policies.pdf
- Watertown School District 14-4 Personnel Policies: https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/389204/GBEC.pdf

Lake Area Tech complies with the Drug-Free Workplace Act of 1988. This institution adheres to the guidelines set forth by the United States Office of Management and Budget on January 31, 1989. Lake Area Tech is a drug-free workplace. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in the workplace by individuals associated with this institution is expressly prohibited. Individuals found in violation will be reported to the appropriate authorities.

Individuals with drug-related concerns are encouraged to contact a LATC counselor to discuss drug counseling and rehabilitation services. Questions regarding the drug-free workplace requirements should be discussed with the Vice President.

LATC Policies on Illegal Drugs and Alcohol

In conformance with existing law, LATC faculty, staff, and students are not permitted to manufacture, distribute, possess, use, dispense or be under the influence of illegal drugs and /or alcohol as prohibited by state and federal law at school-sponsored or approved events or on school grounds. Consistent with its mission, LATC will cooperate with law enforcement agencies responsible for enforcing laws related to the use of illegal drugs and alcohol. Reasonable suspicion of possession or use of illegal drugs and substances on campus may subject the student involved to investigation. Faculty and staff found in violation are subject to disciplinary action.

According to the LATC College Conduct Policies:

“Use or possession of alcoholic beverages or non-prescribed drugs by students is not permitted on campus at any time or on school sponsored activities, such as field trips, professional organization contests, intramural sports, dances, etc. Students who violate this policy will be subject to disciplinary action.”

Health Risks Associated with Substance Abuse

LATC encourages faculty, staff and students to be aware of the health risks associated with substance abuse. In general, the health risks related to the abuse of alcohol and other drugs are both direct and indirect. The direct effects of substances on the body influence every organ, particularly the brain, liver, and cardiovascular system. Death and injury from drug-related accidents, suicide and homicide are some of the indirect health effects. Physical effects may be immediate and acute, as in drug overdose, or long-term and chronic, as in alcohol-related liver disease or neurological impairment.

LATC Policy on Substance Abuse

LATC recognizes that substance abuse is a complex problem that is not easily resolved solely by personal effort and may require professional assistance and/or treatment. Students, faculty and staff members with substance abuse problems are encouraged to take advantage of available

diagnostic, referral, counseling, and prevention services. Employees are encouraged to utilize LATC's Employee Assistance Program. The Employee Assistance Program Policy (Policy File GBGC) is available here: https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/389210/GBGC.pdf.

LATC will not excuse misconduct by employees and students whose judgment is impaired due to substance abuse.

In-House Policy Review

Personnel at Lake Area Tech will conduct an evaluation of the policy and procedures governing the drug and alcohol policy on a biennial basis and implement changes if they are needed to ensure that the disciplinary sanctions described in the policy are consistently enforced.

Student Penalty for Drug & Alcohol Policy Violations

The safety and wellbeing of LATC students is of utmost importance. This is especially true in our technical learning environment where many students are working in hands-on lab environments and operating equipment. Any student who violates the policy may be suspended from class for a period up to ten days, or expelled. Students considered for reinstatement may be required to complete a rehabilitation program specified by legal authorities or personnel of Lake Area Tech.

Any student in violation of the policy will be referred to legal authorities for prosecution. LATC students are bound by all local, state and federal drug and alcohol-related laws and penalties.

Drug & Alcohol Abuse Education Programs

Lake Area Tech offers ongoing drug awareness educational programs and dissemination of drug awareness information for all members of the LATC community through the Center for Student Success and Engagement and Office of the Vice President. Employees and students may contact the Vice President or Director of Student Success and Engagement for additional information on the risks involved with the misuse of drugs and alcohol and services available for assistance.

The Center for Students Success coordinates educational programming to raise awareness throughout the year including the following:

- Hosting guest speakers from the Watertown Police Department at New Student Orientation who address the topic of drug and alcohol use.
- Distribution and review of Lake Area Tech drug and alcohol policies during Student Orientation.
- Provision of individualized programming, education, or intervention as needed or requested.
- Additional educational opportunities through Student Activities.
- Some Lake Area Tech programs have zero-tolerance policies for drug and alcohol use due to the requirements of industry. Beginning with the recruitment process, students in these programs are informed of drug testing requirements and the consequences of violating the policy.
- The Director of Student Services or designated employee sends a notification with the drug-free policy to all students via emails in October of the Fall semester and again in January of the Spring semester, thus assuring that all students who enroll for credit at Lake Area Tech will receive the notification.
- Lake Area Tech's drug and alcohol policies are also posted on the college website.

Lake Area Tech publishes an annual report describing drug and alcohol abuse education programs. The annual review and supporting documents are available to any interested party upon request to the Vice President.

Drug & Alcohol-Related Procedures

Students

Students receive notification of the drug and alcohol policies through the Lake Area Tech Student Handbook, the Annual Security and Fire Safety Report, and Lake Area Tech “Your Right to Know” webpage.

Students who have knowledge of or receive notification of a drug or alcohol violation by a student or employee shall immediately report the violation to the Vice President.

Employees

New employees receive a copy of the drug-free workplace policy at the time of their new employee orientation. All employees are required to read the policy and sign an acknowledgment.

An employee or supervisor having knowledge of or having received notification of a violation of the drug-free workplace policy by an employee shall immediately report such violation to the Vice President. Employees who have knowledge or receive notification of a drug or alcohol violation by a student shall immediately report the violation to the Vice President.

All employees are informed annually of the Drug and Alcohol Abuse Prevention information, including the Use of Alcohol & Other Drugs, Employee Assistance Program, and Staff Discipline and Disclosure/Staff Disclosure of Misconduct policies. This information is included on the Watertown School District web site and in the Lake Area Tech Certified and Administrative Handbook. The information is also shared at one of LATC’s monthly “Tech Team” employee meetings once per year.

Employees are also notified of the Annual Security & Safety Report each year via email. The information is also shared at one of LATC’s monthly “Tech Team” employee meetings once per year.

Sanctions for Violation or Non-compliance

Violations of the drug and alcohol policies will be responded to in accordance with the seriousness and frequency of the offense. Any student displaying intoxicated behavior will immediately be referred to the Director of Enrollment. Students found in violation of any of these policies will be subject to the following consequences.

Reasonable Suspicion

Lake Area Tech practices zero tolerance for drug or alcohol use by students while in classrooms, labs, or safety-sensitive areas. When an instructor, supervisor or administrator observes a student with behavior or an appearance that is characteristic of alcohol or drug use, the student will be required to submit to drug or alcohol testing. The student will be immediately suspended from school until test results are received. The College is responsible for the cost of this test.

Available Assistance

Students are encouraged to contact the Center for Student Engagement and Support for assistance with drug and alcohol concerns. The Watertown School District provides the Employee Assistance Program. Community resources and confidential third-party counseling services are available as indicated below.

The South Dakota Department of Social Services maintains a statewide list of prevention and treatment programs. The list is available at

<http://dss.sd.gov/behavioralhealth/community/treatmentservices.aspx>.

Community Alcohol and Drug Resources

Human Service Agency

123 19th Street NE
Watertown, SD 57201
(605) 881-6505

Lutheran Social Services (LSS)

1424 9th Avenue SE
Watertown, SD 57201
605-996-8264

211 Helpline Center

www.helplinecenter.org Phone – 211

XI. SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE & STALKING

Lake Area Tech is committed to providing a safe educational and working environment for its students, faculty, staff, and other members of the community. Lake Area Tech prohibits sexual assault, domestic violence, dating violence, and stalking (SA/DV/DV/S) in its educational programs and activities. Lake Area Tech is committed to preventing SA/DV/DV/S, as well as addressing its effects on the college community.

Lake Area Tech has adopted Policy and related Procedures available in the Student and Employee Handbooks in order to inform all persons of how to report or file a complaint in the event they are or have knowledge of someone involved in an incident of sexual harassment to include SA/DV/DV/S, and to inform them how Lake Area Tech will respond.

It is important that all students and employees read these policies and procedures so they fully understand their rights, obligations, and options if sexual harassment including SA/DV/DV/S occurs. Upon actual knowledge of SA/DV/DV/S, the Title IX Coordinator will immediately contact the victim to assist with Lake Area Tech policies and procedures, supportive measures, and resources including written notification of information on existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to the victim. Below is information on programming Lake Area Tech provides to increase campus awareness and knowledge to prevent SA/DV/DV/S and to access resources that are available if SA/DV/DV/S occurs. These, too, are important for all students and employees to read and partake in so they know their rights, obligations, and options, and can be part of the solution to prevent sexual violence.

Programs to Prevent Sexual Assault, Domestic Violence, Dating Violence and Stalking

Lake Area Tech believes that SA/DV/DV/S prevention training and education cannot be accomplished via a single day or a single method of training. To that end, Lake Area Tech will continue to educate all new and current students and employees using a variety of best practices aimed at educating the entire community in a way that decreases SA/DV/DV/S and maintaining a culture where SA/DV/DV/S are not tolerated.

Training is provided on the following topics, using a method and manner appropriate to the institutional culture of the Lake Area Tech campus:

- The College prohibits sexual harassment, including sexual violence, other violence or threats of violence, and will take administrative action per policy regarding any accused individual within the jurisdiction of the College;
- The College will provide a written explanation of student's or employee's rights and options when a student or employee reports to the College that the student or employee has been a victim of SA/DV/DV/S whether the offense occurred on- or off-campus;
- Relevant definitions including, but not limited to, the definitions of sexual harassment and consent;
- Policies apply equally to all students regardless of sex, sexual orientation, gender identity, or gender expression;
- The role of the Title IX Coordinator and other relevant offices that address sexual violence prevention and response;
- Awareness of violence, its impact on victims/survivors and their friends and family, and its long- term impact;
- How to report sexual violence and other crimes to Lake Area Tech officials and/or local law enforcement;
- How to obtain services and support;
- Bystander intervention and the importance of taking action, when one can safely do so, to prevent violence;
- Risk assessment and reduction including, but not limited to, steps that potential victims/survivors and potential assailants and bystanders to violence can take to lower the incidence of sexual violence; and
- Consequences and sanctions for individuals who commit these crimes.

The process is not limited to a single day of orientation or in-service but recognizes that students enroll at different times and employees start on different dates and gives Lake Area Tech the flexibility to best educate students and employees at a time and manner that can most effectively educate stakeholders and create a safe campus community. Students and employees shall receive general and specialized training in sexual violence prevention. Lake Area Tech will conduct a campaign, compliant with federal and state requirements, to educate the student and employee populations.

Methods of training and educating students and employees may include, but are not limited to:

- Online training;
- Posters, bulletin boards, and other targeted print and email materials;
- Educational programs;
- Programming surrounding large recurring campus events;
- Partnering with state and local community organizations that provide outreach, support, crisis intervention, counseling and other resources to reporters of crimes to offer training and education. Partnerships can also be used to educate community organizations about the resources and remedies available on campus for students and employees seeking services.

Resources and Emergency External Reporting Options

Lake Area Tech is committed to treating all members of the community with dignity, care, and respect. All individuals are encouraged to seek the support of campus and community resources when SA/DV/DV/S occurs. These trained professionals can provide guidance in making decisions and provide information about available resources and procedural options. Individuals are encouraged

to use all available resources on- and off-campus, regardless of when or where the incident occurred.

There are many resources available on campus and in the surrounding community. As detailed below, there are confidential resources that by law cannot share information without the consent of the individual seeking assistance, except for extreme circumstances, such as a health and/or safety emergency.

On-Campus Resources

On-campus options to obtain assistance and guidance include:

Title IX Coordinator (Student Support & Equity Coordinator)
(605) 882-5284 ext 337

The following may also provide assistance at the direction of the Title IX Coordinator:

Director of Student Services
(605) 882-5284 ext 241

Dean of Academics
(605) 882-5284 ext 271

Lake Area Tech is bound by mandatory reporting laws in certain situations, including the sexual abuse of a minor. Any Lake Area Tech employee who suspects that a child under 18 years of age has been neglected or physically abused (including sexual abuse and emotional abuse) by a parent or other person, will report this information orally or in writing to the Title IX Coordinator. The Title IX Coordinator will immediately report this information to the state's attorney, the department of social services, the county sheriff, and/or the city police.

In all cases, Lake Area Tech staff will maintain the privacy of an individual's information within the limited circle of those involved in the resolution of a complaint under this policy.

Off-Campus Resources

Off-campus options to obtain assistance and guidance confidentially (these outside options do not provide any information to the College):

Crisis services offices will generally maintain confidentiality unless you request disclosure and sign a consent or waiver form. More information on an agency's policies on confidentiality may be obtained directly from the agency.

Beacon Center

<https://www.beaconcentersd.com/>

801 Jenson Ave S, Watertown, SD
(605) 886-4300

South Dakota Domestic Violence Hotline

www.sdnafvsa.com

1-800-430-7233

211 Helpline Center

www.helplinecenter.org

Phone – 211 or text your zip code to 898211

Off-Campus Healthcare Providers

(Medical office and insurance billing practices may reveal information to the insurance policyholder, including medication and/or examinations paid for or administered. Even individuals who can typically maintain confidentiality are subject to exceptions under the law, including when an individual is a threat to him or herself or others and the mandatory reporting of child abuse.)

Assistance can also be obtained through:

Legal Momentum

<https://www.legalmomentum.org/>

Pandora's Project

<http://www.pandys.org/>

RAINN

<https://www.rainn.org/get-help>

Safe Horizons

<http://www.safehorizon.org/>

(Note that these hotlines are for crisis intervention, resources, and referrals, and are not reporting mechanisms, meaning that disclosure on a call to a hotline does not provide any information to the campus. Victims/survivors are encouraged to additionally contact a campus confidential or private resource so that the campus can take appropriate action in these cases.)

Emergency and External Reporting Options

Lake Area Tech encourages all individuals to seek assistance from a medical provider and/or law enforcement immediately after an incident of sexual violence. This is the best option to ensure preservation of evidence to assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order and to begin a timely investigative and remedial response.

The College encourages all individuals to make a report to the College and to local law enforcement. Reporting options are not mutually exclusive. Both internal and criminal reports may be pursued simultaneously.

The College will help any community member get to a safe place and will facilitate transportation to the hospital, coordinate with law enforcement, and provide information about on- and off-campus resources and options for resolution.

To file a criminal complaint with local law enforcement:

Watertown Police Department

911 – Emergency

(605) 882-6210 non-emergency

128 N Maple, Watertown, SD

Codington County Sheriff Office
(605) 882-6280
14 1st Avenue SD, Watertown, SD

Pierre Police Department
911 – Emergency
(605) 773-7410 non-emergency
3200 E. Highway 34, Pierre, SD

Hughes County Sheriff Office
(605) 773-7470
3200 E. Highway 34, Pierre, SD

XII. SEX OFFENDER REGISTRATION

Institutes of higher education are required by the Campus Sex Crimes Prevention Act of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974 to refer the campus community to where the state and national registered sex offender lists may be obtained. In addition, the act also requires registered sex offenders in a state to provide notice to each institution of higher education in that state at which the person is employed or is a student.

The South Dakota offender webpage can be accessed at <https://sor.sd.gov/>. The National Sex Offender Registry website maintained by the U.S. Department of Justice is located at <https://www.nsopw.gov/>.

As stated on the South Dakota Sex Offender Registry website:

“ANY PERSON WHO USES INFORMATION CONTAINED IN OR ACCESSED THROUGH THIS WEBSITE TO THREATEN, INTIMIDATE, OR HARASS ANY INDIVIDUAL, INCLUDING REGISTRANTS OR FAMILY MEMBERS, OR WHO OTHERWISE MISUSES THIS INFORMATION, MAY BE SUBJECT TO CRIMINAL PROSECUTION. A violation is a Class 6 felony and the violator could be sentenced to the South Dakota State Penitentiary for up to two years and could be fined up to \$4,000. If you believe that any of the information found in these records is in error, or you would like additional information, please contact the sheriff of the county or the chief of police of the city where the sex offender resides.”

XIII. EMERGENCY RESPONSE & EVACUATION

The College utilizes InformaCast to alert the College community of safety-related situations. The emergency notification system will disseminate timely information and weather announcements via text and email message. InformaCast replaced the previous system in July 2021, Wireless Emergency Notification System (WENS).

College-wide emergency warnings provide timely notification of emergencies and other events that may represent a serious or ongoing threat to the College and heighten safety

awareness. The President or Vice President is responsible for issuing an emergency notification or timely warning when an emergency or event is reported to College employees, and a serious or ongoing threat to the safety of members of the College community may be involved. Further notification of the larger Watertown Community will be disseminated by commercial radio stations, the Watertown Public Safety alert system, and direct contact if determined to be necessary.

The Vice President and/or their designees are responsible for initiating the emergency notification process and follow this checklist:

1. Take necessary steps to get to a safe location. When you are safe, proceed to step two.
2. Send the alert through the emergency notification system.
3. Upon conclusion of the event, send an alert to all students and employees and email as appropriate to press contacts declaring the campus safe and indicate a time when more information will be available.

The Lake Area Tech Emergency Response procedures are available to all employees and students through [MyPortal](#). Copies of the emergency response procedures are available in Lake Area Tech classrooms, laboratories, and office suites. These procedures will be reviewed annually. Students and employees are provided the emergency procedures at the beginning of each semester.

Lake Area Tech tests its emergency response and evacuation procedures annually, including tests that are announced or unannounced. The tests may include notification exercises, drills or other activities as deemed appropriate.

XIV. MISSING STUDENT NOTIFICATION

Lake Area Technical College does not own, operate, or manage any on-campus student housing facilities and therefore does not have policies regarding missing student notification procedures.

xv. CRIME STATISTICS: 2018-2020

Lake Area Tech collects crime statistics from the Watertown Police Department and Pierre Police Department annually. A request for information is made to the departments each calendar year.

Criminal Offenses

CRIMINAL OFFENSES	2018	2019	2020
Murder & Non-Negligent Manslaughter			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Manslaughter by Negligence			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Rape			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Fondling			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Incest			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Statutory Rape			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Robbery			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0

Aggravated Assault			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Burglary			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Motor Vehicle Theft			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Arson			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0

Hate Crimes

There were no reported Hate Crimes for the years 2018, 2019, and 2020.

Unfounded Crimes

There were none reported for the years 2018, 2019, and 2020.

Violence Against Women Act (VAWA) Offenses

VAWA OFFENSES	2018	2019	2020
Domestic Violence			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Dating Violence			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0

Stalking			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0

Arrests Made

ARRESTS	2018	2019	2020
Illegal Weapons Possessions			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Drug Law Violations			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Liquor Law			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0

Disciplinary Actions Taken

DISCIPLINARY ACTIONS	2018	2019	2020
Illegal Weapons Possession			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Drug Law Violations			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Liquor Law			
On Campus	0	0	0
On Campus Housing	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0

XVI. ANNUAL FIRE SAFETY REPORT

Lake Area Technical College does not own, operate, or manage any on-campus student housing facilities. Therefore, the college does not have fire safety policies and procedures in place for residential facilities.