



SUBJECT: Student Affairs

Policy 303.2 Crime Awareness and Campus Security

Effective:

Revised: March 2011

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It is the policy and commitment of the College to afford its students, employees, and visitors a campus and educational environment that is as safe and free of crime as possible.

Students, employees, and visitors contribute to overall campus safety by reporting criminal activity, by securing personal possessions while on campus, and by being aware of personal safety when entering or exiting the campus.

A brochure which provides campus crime prevention information as well as statistics on the incidence of campus crime is available from Student Central.

The Great Falls Police Department is the primary law enforcement agency for the City of Great Falls. They have jurisdiction over the College and will respond upon request to all crimes committed on campus that violate city ordinances and State of Montana Statutes, and they will conduct all investigations or arrests.

When entering or exiting the building, students are advised to use the buddy system and stay in well-lighted areas with other foot traffic. When exiting the buildings alone after dark, students are urged to request escort from other students they know or go to a Help Desk to request the security officer on duty.

Students who are victims of criminal activity or who observe any criminal and/or suspicious activity in the College's buildings or on campus property are urged to immediately call 911. If calling from a campus phone, dial only 911 (no extra 8 is needed to get an outside line). There is no charge when dialing 911 from a pay telephone.

In addition, an Incident Report must be completed. The form is available at <http://www.gfcmsu.edu/about/PoliciesProcedures/300/IncidentReport.pdf> or from the HelpDesk, Information Desk, or Business Office. It is advised that the report be completed within 24 hours of the incident and returned to the Controller in the Business Office. The Controller will share the Incident Report in incidents that involve students with the Associate Dean of Student Services.

In the case of personal injury/violation requiring medical attention, Emergency Medical Services (911) should be called for assistance and instructions.