

Montana University System Security & Crisis Response Information Summary

Needs and Costs Analysis

Campuses were asked to prioritize their top 3 needs for campus safety & security. This list is not exhaustive.

UM – Missoula

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|----|--|-----------|
| 1. | Additional exterior lighting at entrances of residence halls | |
| 2. | Additional exterior security cameras | |
| | Combined cost: | \$125,000 |

MT Tech

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|----|--|-----------|
| 1. | Fire Sprinklers in Prospector Hall | \$165,000 |
| 2. | Building Emergency Lighting /Outside Lighting | \$ 58,000 |
| 3. | Crosswalk and pedestrian safety on Park Street | \$184,000 |

UM – Western

- | | | |
|----|--|-----------|
| 1. | Domestic Water Distribution System (water to hydrants) | \$203,000 |
| 2. | Sprinkler two residence hall facilities. | \$200,000 |
| 3. | Ventilate Art Department – Main Hall | \$ 70,000 |

UM – Helena

- | | | |
|----|--------------------------------|-----------|
| 1. | Campus parking lots lighting | \$ 8,000 |
| 2. | One FTE Counseling staff | \$ 45,000 |
| 3. | Airport Campus security system | \$ 10,000 |

MSU – Bozeman

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|----|---|------------------------|
| 1. | Sprinkle three residence halls | Funding in place |
| 2. | Police officer salaries (@80% local comparable) | \$150,000 |
| 3. | AED installed campus-wide (43 units + O&M) | \$101,000 +\$12,000/yr |

MSU – Billings

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|----|---|-----------|
| 1. | Security Officer at the COT | \$110,690 |
| 2. | Residence Hall Sprinkler (remaining loan) | \$ 75,000 |
| 3. | Additional Exterior Lighting | \$ 50,000 |
| 4. | Install security video cameras | \$150,000 |
| 5. | Additional dispatch personnel | \$ 30,000 |
| 6. | Emergency phones in remote parking lots | \$ 36,000 |

MSU – Northern

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|----|--------------------------------|--------------|
| 1. | Sprinklers in residence hall\$ | 275,000.00 |
| 2. | Fire alarm upgrades | \$ 30,000.00 |
| 3. | Sidewalk repair | \$ 75,000.00 |

MSU – Great Falls

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|----|--|----------|
| 1. | Lights and security cameras for the college parking lots | \$14,000 |
|----|--|----------|

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Report of Campus Trends

Campuses were asked to comment on trends they see on their campus as they relate to safety & security.

UM – Missoula

1. Increased Student Conduct Code violations adjudicated by the Dean of Students.
2. Increased number and severity of Student Conduct Code violations involving disruptive students, many of whom appear or claim to have mental health problems.

MT Tech

Montana Tech's Residence Life Program increased efforts to address on campus alcohol violations. As one result, increased disciplinary actions and more referrals were made to our Community Expectations Program (Student Judicial Board).

Like other campuses, Montana Tech has seen an increase in the number of students with physical and psychiatric disabilities, which present challenges to all staff and faculty.

UM – Western

UMW has been faced with several specific trends that are important to mention. There has been an alarming increase in the number of false fire alarms pulled. UMW is working with police and security companies to rectify this problem.

Second, there have been three reported rapes on-campus in the 04-05 academic year. This is higher than the average one per year. This does not indicate an increase in occurrence, but in reporting. To some extent, it is good to know that students can come forward. However, it reminds everyone that even on small campuses rapes occur.

Like all other campuses, UMW has seen an increase in the number of students with psychiatric disabilities, which present challenges to all staff and faculty.

UM – Helena

UM-Helena has experienced several specific trends. We are seeing an inordinate increase in students accessing pornographic sites via institution computers. We have received several complaints regarding harassment relative to these activities. UM-Helena is working with internal IS and UM-Missoula IS departments to create mechanisms, screening, and software to deter or eliminate these activities.

We have had several reports regarding off-campus incidents related mental health issues and personal safety i.e. date rape, domestic violence, and substance abuse. We are not currently staffed, in staffing numbers or expertise, to adequately respond to such reports.

MSU – Bozeman

Comparison of reportable crime data and trends at MSU Bozeman with national statistics and those of other jurisdictions in Montana reflects favorably on MSU. These comparisons indicate less crime and a safer environment at MSU than the national average and other major cities in the state, and are comparable to the

University of Montana. However, the MSU Police are hampered in the prevention and investigation of these crimes as well as other Clery-mandated community policing requirements by chronic officer shortages and excessive personnel turnover. A recent 18 month period saw a 67% turnover in commissioned police positions at MSU. These shortages frequently mean the department is working with less than half its full strength of 17 officers. The MSU administration is seeking remedies to the personnel problem, which is largely related to inadequate officer compensation in competition with local law enforcement agencies. Starting police officer salaries at MSU are 57% those of Gallatin County Sheriff's Office and 63% of Bozeman Police Department. If this trend continues the inevitable result will be a further reduction in our ability to prevent and properly investigate crimes, and to provide other essential services to the campus community.

MSU Bozeman is pro-active in addressing campus safety and security concerns through the efforts of three university committees. The Campus Safety and Welfare Committee reviews applications by convicted felons and considers the potential effects of their admission on the safety and security of the university community. The Clery Committee formed in 2002 is comprised of the principle stakeholders in campus safety matters, including the directors of the University Police, Residence Life, Family & Graduate Housing, VOICE Center and Health Promotion, the Dean of Students and the Greek Advisor. This omnibus committee shares information and considers all campus safety and security issues, and makes recommendations to the administration to enhance safety on campus.

The Student Conduct Board is a standing committee chaired by the Dean of Students and is formed on an as-needed basis by professional staff, faculty, and students for the purpose of adjudicating charges of violations of the MSU Student Conduct Code. The Conduct Board may recommend sanctions ranging from a Letter of Reprimand through permanent dismissal (expulsion) from the university, depending on the nature and severity of the offense(s).

The university also actively cooperates with the city to address issues regarding the safety of students and the community. The Chair of the Bozeman Community Alcohol Coalition, an official City Council sponsored body charged with reducing the harm resulting from irresponsible and underage use of alcohol is the Director of MSU Health Promotion, and the committee includes representatives from the MSU Student Senate and the Dean of Students office.

The VOICE (Victims Options In the Campus Environment) is focused on violence against women, and is integrated with the Clery Committee. Voice received in 2002 a \$182K DOJ grant (renewed at \$207K in 2004) dedicated to victim support, education, law enforcement training and outreach to all campus constituencies. Over the past two years, MSU-Bozeman has been working to write and standardize campus response protocols for sexual assault and domestic violence and has been working with city and county agencies to coordinate law enforcement, administrative, and advocacy response across jurisdiction and disciplines. This process will increase services for victims as well as increase the ability to hold perpetrators responsible for their crimes.

Both the MSU Student Health Service and its component University Counseling Center have experienced an increase in students seeking support for psychological disorders, as much as a 30% over the past three years. The Counseling Center has responded to demand by employing additional staff,

including a resident Psychiatrist. Residence Life reports a similar experience in the residence halls and corresponding demands on staff.

As with most other institutions the trend in physical safety and security initiatives at MSU-Bozeman includes lighting surveys with the intent of better illuminating the dark areas of the campus, surveillance cameras for parking lots and exterior entrances to residence halls, training and equipping Student Security personnel, and installation of emergency telephones around the campus.

MSU – Billings

There has been a noticeable increase in the number of students with mental health issues. This requires additional counseling services, and training for faculty and staff to deal with the issues that emerge.

More students with criminal backgrounds are applying for admission. This includes ex-felons, violent offenders and sex offenders. The presence of students with a criminal background raises the “perceived” safety and security concerns of the campus, particularly when these students request to live in campus housing.

The growth in our College of Technology has required the addition of staff and equipment to address the safety and security issues on the COT campus.

MSU – Northern

MSU-Northern continues to be a safe environment for students and staff. We have campus patrol and a campus emergency contact number available seven days a week /24 hours a day. Plans are being made to eliminate vehicle traffic in the middle of the campus. We do background checks on all of our patrol staff and campus escorts. The campus, led by the ReSponse center continues to make students and staff aware of issues effecting relationship violence.

MSUN like other campuses has seen an increase in the number of students with emotional and personal issues and we continue to look for solutions for the underage drinking issues on campus.

MSU – Great Falls

MSU-Great Falls is fortunate to have a very quiet and generally secure campus environment. The only notable exception has been a recent increase in break-ins to automobiles parked in campus lots. In the last year one student reported a stalker and one other student was assaulted outside of the campus building but still on college property. Both events stemmed from off-campus issues and both were committed by non-students.

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Student Services Programs

Campuses were asked to list the specific programs supervised by Student Services that assist students in crisis.

UM – Missoula

Curry Health Center:

1. Medical Services
2. Medical Withdrawals
3. Counseling and Psychological Services
4. Self Over Substances Program
5. Student Assault Resource Center
6. Health Enhancement Program
7. 24 Hour Crisis Line

Dean of Students:

1. Hazing and Harassment Hotline
2. Application of Student Conduct Code

Residence Life:

1. Residence hall programming on topics such as depression, eating disorders, high-risk alcohol consumption, etc.
2. Residence Life assistant staff provide personal support to victims who live in the residence halls.
3. Residence Life staff adjudicate misconduct incidents that occur in the residence halls.

MT Tech

Campus Counseling Services

Student Health Center

Montana Tech Student Life Programs Emergency Procedures Manual

College Community Expectations Program

Residence Life:

1. Residence hall programming on topics such as depression, eating disorders, high-risk alcohol consumption, etc.
2. Residence Life assistant staff provide personal support to victims who live in the residence halls.
3. Residence Life staff adjudicate misconduct incidents that occur in the residence halls.

UM – Western

Campus Counseling Services

Student Health Center

Residence Life:

1. Residence hall programming on topics such as depression, eating disorders, high-risk alcohol consumption, etc.
2. Residence Life assistant staff provide personal support to victims who live in the residence halls.
3. Residence Life staff adjudicate misconduct incidents that occur in the residence halls.

UM – Helena

ACCESS Center – Advising
Golden Triangle Mental Health

MSU – Bozeman

University Police
University Counseling Center
VOICE/Women’s Center
Dean of Students
Residence Life staff

MSU – Billings

(Not all are supervised by Student Affairs)
Campus Police
Mental Health Counselors
Housing and Residential Life Staff
Campus Safety Presentations on safety, security, identity theft and Jeanne Cleary
Campus Security Report to 60+ classes per year.
Campus Police provide security escort for students upon request
Emergency Response Plan
Safety Committee

MSU – Northern

ReResponse/Reduce Violent Crime against Women on Campus
Assistant Dean of Students
Counseling center
Residence Life Staff
Student Health

MSU – Great Falls

INTEGRO Counseling Center, offering gateway services for students in cooperation with MSU-Northern, whose graduate program in counseling staffs the center.
Crisis management team, comprised of individuals from throughout the campus, including representatives from MSU – Northern and MSU’s College of Nursing, who meet regularly to coordinate emergency response procedures.
Evening police presence by off duty uniformed police, who will also escort students to vehicles upon request.
Office of the Associate Dean for Academic Affairs and Student Services Advising Staff

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Action Plans

1. Mentor campuses deficient in areas reported on matrix.
2. Implement meeting schedule of Security Officers jointly with Student Affairs Officers.
3. Maintain a regular schedule for campus crisis workshops/programs.
4. Update this matrix and narrative yearly.
5. Bring the campuses' crisis manuals up to FEMA & Department of Homeland Security standards.
6. Determine ways to meet Needs Analysis priorities.

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Narrative Report from Lowell Goetting MUS Emergency Response Coordinator

The following is a copy of the narrative that was approved for the '04 grant. Those notes in italics following each task are the progress that has been made in that area, followed by, in bold, those activities which remain.

The Coordinator will assure comprehensiveness, quality, and consistency among the emergency response plans of the eleven (11) individual Montana University System (MUS) campuses by: *Shortly after I began in this position Rod Sunsted and I discussed the scope of activities. He decided that trying to serve 11 entities in MUS was not feasible. The current total population of MUS including full and part time students, employees, faculty and staff is 57,203. As demonstrated by these numbers, taken from the 2000 U.S. Census*

County	Population
Yellowstone	129,352
Missoula	95,802
Cascade	80,357
Flathead	74,471
Gallatin	67,831
Montana University System	57,203

If MUS were a Montana county, it would be the 6th largest county by population. Therefore, my activities have been limited to the 8 institutions that comprise the MSU and U of M systems. This excluded the Agricultural Research Stations, the 59 offices of the MSU Extension Service and the Fire Training School. Each of these present their own special set of circumstances which, in many cases, are totally unique. The progress and planning here does not include any activities with those entities.

At some point these agencies and institutions not currently included within the scope of this operation should be offered the benefit of this program. Most of the tasks listed below do not, and could not, have point at which it can be said, "This is done." They are all on-going processes and will be in constant need of review and revision.

1. Facilitating the preliminary implementation of the Federal Emergency Management Agency (FEMA) "Building a Disaster Resistant University" (Aug 2003) among the MUS campuses in order to provide a common MUS model for disaster and emergency response assessment, planning, mitigation, response, and recovery that can be adapted to each campus' unique environment. *I am currently coordinating with the DES Trainer and scheduling training sessions to be conducted at each campus. Additionally, I have distributed copies of each of the campus plans to all of the other campuses. I have written the rough draft of the MUS Disaster Response Strategic Plan and distributed this to the Advisory Group for comment. Each campus is being encouraged to create their unique strategic plan using the MUS plan as a model.*

Strategic and disaster response planning are, by their definition, ongoing. It should be anticipated that the learning that goes on during the testing phase of each plan will teach lessons that will be incorporated into a plan revision. An activity for the new grant period will be to insure that the plans are continually revised as needed.

2. Assisting the MUS campuses in establishing Emergency Response Advisory Groups which include members of the institution and local disaster and emergency service agencies, thereby enhancing campus/community emergency response coordination. *There is a wide degree of difference among the campuses in this area. Only 2 of the campuses have fully integrated off-campus agencies into their planning and testing process, the others have not. I have met with the individual campus committees, where they exist, and encouraging this more inclusive involvement. As the plans and testing become more complex there will be a greater need for this wider participation.*

One of the activities during 2005 should be a larger presence of the Coordinator at the local meetings of the Response Committees. This presence should be strictly in an advisory capacity and for the purpose of sharing best practices and lessons learned from the other institutions.

- Establishing an MUS Emergency Response Advisory Group comprised of representatives of the 8 individual campuses, the primary emergency response coordinator for the University of Montana (UM) and Montana State University (MSU), the Director of Montana Extension and Disaster Education Network (EDEN), a representative of Montana Disaster and Emergency Services (DES) which will meet at intervals for the purpose of sharing information, identifying commonalities and disparities, and identifying and coordinating planning and training resources.
This group has been formed and has had one face-to-face meeting. The members of the committee are; Oliver Barfield, Mary Ellen Baukol, Susan Briggs, Marilyn Cameron, Russ Fillner, Lowell Goetting, Barb Hagel, Terri Iverson, Chuck Jensen, JR Lemcke, Dave Maser, Dan McGowan, Eric Murray, Glenn Puffer, Rod Sunsted, and Gary Taylor. continue to furnish them with information concerning anything relevant to the emergency response community. During our first meeting we discussed, in depth, how we might share information among the group, what the greatest concerns of the individual campuses were, the benefits of having a template for writing the plans, and what training was needed.

There is an ongoing need for someone to coordinate and facilitate these meetings and the overall sharing of information. Without this common coordinator, the likelihood of many of the planning initiatives continuing is severely reduced.

- Assisting in cooperation with the primary emergency response coordinators for UM and MSU and the MUS Advisory Group a comprehensive risk assessment or vulnerability analysis of each campus by identifying common but flexible assessment instruments and general procedures, and by identifying state and local low-cost or no-cost resources to aid the individual campuses in their assessments.
Surveys, questionnaires, and personal interviews have been conducted by me and a representative of DES. The information gleaned from these cover the planning, testing, local involvement, physical security, structural conditions, computer security, and others. A blank copy of the survey is attached as 1. The results of the surveys that have been compiled are attached as 2. The individual campus responses to the survey are attachment 3. The results of the survey that has not been received will be distributed to all of the campuses as soon as it is available. This data can be used a baseline data, but will only be useful if there are continuing studies against which to compare.

Assessment is a never ending process. As long as there is an emergency response effort there must be assessment if the program is to remain viable. Currently there is no information existing at any common location as to the resources available to the entire System. A data base of those assets should be created.

- Providing personal assistance to the individual campuses in their development of new emergency response plans or the enhancement of existing plans, and by coordinating with state DES and other emergency response agencies to provide similar assistance at low or no cost to the institutions.
Each campus has been given some help, with varying degrees of involvement based upon the needs and the availability of personnel at each location. (One of the things revealed by the survey was the severe shortage of personnel resources that can be devoted to the emergency response effort.)

The following is a list of the FTE's devoted to disaster preparedness at each campus:

<i>MSU Billings</i>	<i>.05</i>
<i>MSU Bozeman</i>	<i>.1</i>
<i>MSU Great Falls</i>	<i>.25</i>
<i>MSU Northern</i>	<i>.01</i>
<i>University of Montana Missoula</i>	<i>.2</i>
<i>U of M Butte</i>	<i>.02</i>
<i>U of M Dillon</i>	<i>.05</i>
<i>U of M Helena,</i>	<i>.1</i>
<i>for a total across all campuses of</i>	<i>.78</i>

Each and all of the institutions can benefit from more effort in this area. There are grants available, over and above the current State allocations, from the federal government for Disaster Resistant Universities. These grants are dependent on the schools having approved plans. Having a central point for completing this grant process will allow more time for the individual campuses to be involved with the Disaster Resistant process.

6. Establishing in cooperation with the primary emergency response coordinators for UM and MSU with the advice of the MUS Advisory Group a timetable for accomplishing the individual campus risk assessments and preparing current emergency response plans, and for integrating emergency response resources from the various campuses in order to meet the requirements for disaster and emergency support from the MUS as provided in the Montana Disaster and Emergency Response and Recovery Plan.

No formal timetable has been developed. As recognized in number 4 above, there is no common center detailing the resources at each campus.

There is definitely more work to be done with each of the campuses as individuals. To this point, most of the effort has gone toward issues which are system-wide.

7. Preparing, maintaining, and reporting administrative records and reports such as budgets and accounts, scheduled progress reports, training records, and other reports as required under the establishing grant to the Office of the Commissioner of Higher Education (OCHE), Montana DES, the MUS Advisory Group, the Montana Homeland Security Task Force (as requested), and to the Governor's Emergency Response Commission (as required).
The submission of these reports is been an on-going activity, reacting to the individual needs of the supervising agency.

Submitting these reports will be an activity as long as items one through 6 are being accomplished.

A major activity under the new grant should be insuring that each and every campus has a viable strategic and tactical plan for responding to emergencies. Given the geographical distances, the wide variation in the quality of the existing plans, the lack of personnel on each of the campuses and the importance of completing these plans in a timely manner; I recommend the budget include funds for at least three persons. Two of these persons would have primary responsibility to each of the sub-systems (MSU and U of M) but would be expected to work jointly to insure each campus has the support it needs to complete the mission. Given the tight resources, these people will need to spend time at each institution doing some of the research and writing that would normally be accomplished by personnel indigenous to the campuses. The third person would oversee the activities of the first two, liaison with State and Federal entities, file necessary reports, research other funding sources, participate on boards and committees and represent the Commission at national conferences. The total budget to support this minimal effort is estimated at \$225,000. At the end of this grant period each campus should be eligible to apply for grants in the neighborhood of \$3,000,000.

Long term planning should include initiatives that include the Tribal colleges, community colleges the Agricultural Research Stations, the 59 offices of the MSU Extension Service and the Fire Training School. As previously mentioned, each of these present their own special set of circumstances which, in many cases, are total unique. The plan suggested here does not include any activities with those entities. In addition, the Office of Public Instruction has been charged with insuring the safety of the K – 12 grades. A partnership here may be advantageous to both.