



# Disclosure for All Prospective Students and Employees

In accordance with Federal Guidelines, all prospective students and prospective employees must receive the following information:

## Drug and Alcohol Prevention

IBMC College, as a recipient of federal funds, is subject to the Drug-Free Schools and Communities Act Amendment of 1989 (Public Law 101-26), which requires the implementation of a program to prevent the use and abuse of alcohol and illegal drugs by student, faculty and staff.

During the admissions process, new students sign a form stating they have received a copy of the IBMC Drug & Alcohol Abuse Policy. The form becomes a part of the student's academic file.

### I. Background

*The Drug Free Schools and Communities Act Amendment of 1989 (Public Law 101-26) places additional requirements on institutions of higher education as a condition for receiving federal financial aid. To be eligible to continue receiving such funds, or any other form of financial assistance under any federal program, an institution of higher education must certify that it has adopted and implemented a program to prevent the unlawful possession, use or distribution of illicit drugs and alcohol by its students and employees on College premises or as part of any of its activities. Failure to comply with this requirement on the part of IBMC College could result in immediate suspension and possible termination of all federal financial assistance to IBMC. The policy is applicable to all students and employees of IBMC.*

### II. Statement of Policy

*It is the policy of IBMC College to prohibit the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance or alcoholic beverage during College time on College premises or other sites where students or employees may be assigned.*

*The term "controlled substance" as used in this policy means those substances included in Schedules I through V of Section 202 of the Controlled Substance Act, and as further defined by regulation 21CFR 1300.11 through 1300.15.*

*The following exclusion applies to this policy: Prescribed drugs are permitted when used in the manner, combination and quantity intended, unless performance could be affected. Students and employees who must use an over-the-counter or prescription drug that causes adverse side effects or that may affect the ability to perform in a safe and productive manner must notify the Vice President of Education (students) and/or the Campus President prior to use.*

### III. Legal Sanctions

*The Federal Controlled Substances Act specifies for a first offense, the individual involved in the unlawful manufacturing, distribution or possession with intent to distribute narcotics, a prison term of not less than 10 years or more than life imprisonments, and a fine of up to \$4 million, or both. The penalty for simple possession, knowingly, or internationally possessing a controlled substance, is imprisonment up to one year and minimum fine of \$1,000, or both. Penalties for unlawful distribution of a controlled substance to a person younger than 21 years of age is imprisonment for a fine, or both, up to twice that established for distribution offenses.*

*The Colorado Criminal code relating to controlled substances (Title 18, Article 18) establishes penalties for the unlawful distribution, manufacturing, dispensing, sale or possession a controlled substance ranging from six months imprisonment or \$500 fine, or both, to 16 years imprisonment and/or \$750,000 in fines, depending upon the classification of substance. Penalties manufacturing, distribution and possession of alcoholic beverages range up to one-year imprisonment and/or up to \$5,000 in fines, or both.*

*Local ordinances for cities of Fort Collins and Greeley relating to illicit drugs and alcohol coincide with the state of Colorado statutes.*

*Wyoming State Section 35-7-1031 relates to controlled substances and establishes penalties for the unlawful manufacture or delivery of counterfeit substances an unlawful possession. Depending on the classification of the controlled substance, penalties can range up to 20 years in prison and \$25,000 in fines.*

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*Cheyenne Municipal Code Chapter 9.20 relates to Controlled Substances and incorporates Wyoming State Statutes.*

*Wyoming Statute Title 12, Chapter 8, provides penalties related to alcoholic beverages. A misdemeanor is punishable by a fine of not more than \$750, imprisonment for not more than six months, or both.*

*Students and/or employees (full- or part-time) who violate the standards set forth under the IBMC Drug & Alcohol Abuse Policy will be subject to disciplinary actions. Sanctions include, but are not limited to: reprimand, probation, suspension, expulsion, termination and/or referral to the appropriate authorities for prosecution. This further action may also include a loss of financial aid.*

#### **IV. Health Risks**

*Health risks associated with drug and alcohol abuse encompass physical and psychological effects, including but not limited to: malnutrition, brain damage, paranoia, psychosis, hepatitis, convulsion, coma, depression, heart disease, death, cirrhosis of the liver, damage to the Central Nervous System, elevated blood pressure, respiratory failure, low birth weight babies with drug/alcohol addictions, and an increased probability of intravenous drug users contracting HIV/AIDS. It is recommended that anyone having specific questions relating to health and drugs/alcohol consult a physician.*

#### **V. Counseling**

##### **Referral Sources**

*There are professional services available for students through several different agencies. Consult your current, local phone book. As a convenience, IBMC makes available Community Resource Guides on all campuses.*

##### **First Call Service Net**

*First Call Service Net is a non-profit agency that provides local information and referrals for health and human services. [www.firstcall-vc.org](http://www.firstcall-vc.org); (970) 407-7066*

##### **Fort Collins**

*Alcoholics Anonymous ..... (970) 224-3552*

##### **Loveland**

*Unlimited Treatment Services ..... (970) 281-5182*

##### **Greeley**

*Island Grove Regional Treatment Center ..... (970) 356-6664*

##### **Longmont**

*Alcoholics Anonymous ..... (303) 447-8201*

*Mental Health of Boulder County..... (303) 433-8500*

##### **Colorado Springs**

*Alcoholics Anonymous ..... (719) 573-5020*

*Crisis/Mental Health Hotline ..... (719) 635-7000*

##### **Cheyenne**

*Alcoholics Anonymous ..... (307) 632-7706*

*Crisis Hotline ..... (307) 632-4132*

### **IBMC College Graduation/Completion Rate**

Cohort Used: Fall Cohort 2011

<b>Incoming Students</b> <i>(All incoming students for the cohort)</i>	<b>Drops</b> <i>(Students who have withdrawn from the Institution)</i>	<b>Transfer Out</b>	<b>Graduates and Completers</b>	<b>Graduation and Completion Rate</b>
257	86	12	159	63%

### **IMI-IBMC College Graduation/Completion Rate**

Cohort Used: Fall Cohort 2011

<b>Incoming Students</b> <i>(All incoming students for the cohort)</i>	<b>Drops</b> <i>(Students who have withdrawn from the Institution)</i>	<b>Transfer Out</b>	<b>Graduates and Completers</b>	<b>Graduation and Completion Rate</b>
95	45	0	49	52%

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## Copyright Infringement

Unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing is prohibited and may be subject to civil and criminal liabilities.

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to produce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement. Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or “statutory” damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For “willful” infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion also assess costs and attorneys’ fees. For details, see Title 17, United States Code, Sections 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines up to \$250,000 per offense. For more information, please see the website of the U.S. Copyright Office at [www.copyright.gov](http://www.copyright.gov).

IBMC College prohibits copyright infringement and any student found guilty of infringement will be subject to discipline up to and including expulsion.

For the Fair Use Chart to assist in identifying proper use of copyrighted material, see the following website: [ibmc.edu/consumer-information](http://ibmc.edu/consumer-information).

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# Campus Security Program & Annual Report 2013-2015

## Annual Security Report

In compliance with the Crime Awareness and Campus Security Act of 1990, information about the College's security policies and procedures and crime statistics is available to students and employees on an annual basis and upon request, to any applicant for employment or enrollment. Amendments to the law from 1991 through 1994 require schools to disclose all crime statistics for two previous years.

IBMC College Annual Security Report will not disclose the identity of crime victims or persons accused of the offenses and/or crimes. Privileged information about any offense/crime or persons reporting the offense/crime will not be disclosed in the IBMC Annual Security Report. This report (updated annually by September 1) is located in the IBMC Student Financial Services office. Further information is available from the CEO of the College.

For the complete Annual Security Report, visit <http://www.ibmc.edu/consumer-information/campus-security-reports>.

## Security & Law Enforcement

The CEO provides security support and information for IBMC in campus security, fire prevention, parking, safety and enforcement of all applicable regulations. IBMC cooperates with outside law enforcement agencies and exchanges criminal information. The local police department, sheriff's department, state agencies, and federal law enforcement agencies have criminal jurisdiction on the IBMC campus.

## Reporting Procedures

Any individual involved in any of the listed offenses/crimes either on campus or off is required to report the offense/crime, in person to:

<b>Campus President (Fort Collins)</b> .....	3842 S. Mason Street (970) 223-2669
<b>Campus President (Greeley)</b> .....	2863 35th Avenue (970) 356-4733
<b>Campus President (Longmont)</b> .....	2315 N. Main Street (303) 651-6819
<b>Campus President (Colorado Springs)</b> .....	6805 Corporate Drive, Suite 100 (719) 596-7400
<b>Campus President (Cheyenne)</b> .....	1854 Dell Range Blvd. (307) 433-8363

All offenses/crimes should be reported within two hours of the time the offense/crime occurred. Any individual witnessing any offense/crime on the IBMC campus is requested to report it immediately to the CEO and/or Campus President at the appropriate campus location. An IBMC Incident Report will be completed and filed for each reported incident.

Depending upon the nature of the offense/crime, IBMC will contact or work cooperatively with the proper authorities. If a victim declines to report the incident to the police, the incident will be handled as an institutional matter. IBMC reserves the right to treat an offense as a disciplinary matter whether or not it is being investigated by a police agency.

## IBMC College Access

IBMC is a private institution. IBMC buildings are open to students and employees during prescribed hours as long as they comply with rules

and regulations. Visitors are subject to the rules and regulations of the campus. Visitors must identify themselves to the receptionist and sign in at the Front Desk. Visitors will wear identifying "visitor" tags.

## Security Programs

Various programs inform students and employees about campus security procedures and practices and encourage everyone to be responsible for their own, and others' security.

IBMC has a Security Committee to review, recommend, and establish policies, procedures, and practices.

Entering students are provided security orientation and policies in the IBMC Student Catalog and this report.

## Sexual Assault & Harassment

It is the policy of IBMC that sexual harassment of students or applicants for enrollment in any form is unacceptable conduct and will not be tolerated. Sexual harassment includes unwelcome sexual flirtations, advances, or propositions, requests for sexual favors, verbal abuse of a sexual nature, subtle pressure or request for sexual activities, unnecessary touching of an individual, graphic verbal commentaries about an individual's body, sexually degrading words used to describe an individual, a display in the College of sexually suggestive objects or pictures, sexually explicit or offensive jokes, physical assault, and other verbal, visual, or physical contact of a sexual nature.

No student, applicant, faculty member, or other employee of IBMC shall threaten or insinuate, either explicitly or implicitly, that a student or applicant's refusal to submit to sexual advances will adversely affect that person's enrollment, grades, studies, or educational experience at IBMC. Similarly, no faculty member or other employee of IBMC will promise, imply, or grant any preferential treatment in connection with any student or applicant with the intent of rewarding for or engaging in sexual conduct.

Any student or applicant who feels that he or she is a victim of sexual harassment (including but not limited to any of the conduct listed above) by any student, applicant, faculty member or other IBMC employee, or visitor or invitee of the College in connection with the educational experience offered by IBMC, should bring the matter to the immediate attention of the CEO and/or Campus President at the address and phone number specified in the Reporting Procedures section of this report.

IBMC will promptly investigate all allegations of sexual harassment in as confidential a manner as the College feels reasonably possible and take appropriate corrective action where warranted.

For the complete Title IX Sexual Misconduct Policy, <http://ibmc.edu/wp-content/uploads/2016/09/IBMC-Title-IX-Policy-2016.pdf?bfe931>.

## IBMC Security Policy

IBMC is committed to providing a safe and secure environment for all students, visitors, faculty, and staff.

IBMC's security program is an ongoing process that includes development and enforcement of regulations and procedures to provide a reasonable level of security for property, information, and personal safety of individuals. IBMC encourages all individuals to practice personal safety awareness.

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Management personnel incorporate the security practices and procedures in their areas of operation. Each student and employee is responsible for carrying out safety regulations and procedures and shall comply with federal, state, and local laws related to security while on the IBMC premises or in the course of representing institutional business.

**Drug Abuse Prevention**

IBMC, as a recipient of federal funds, is subject to the Drug-Free Schools and Communities Act Amendment of 1989 (Public Law 101-26), which requires the implementation of a program to prevent the use and abuse of alcohol and illegal drugs by students, faculty, and staff.

It is the policy of IBMC to prohibit the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcoholic

beverage during school time or on school premises, or other sites where students or employees may be assigned.

Students and/or employees (full or part-time) who violate the standards set forth under the IBMC Drug & Alcohol Abuse Policy will be subject to disciplinary actions. Sanctions include, but are not limited to, reprimand, probation, suspension, expulsion, or termination, and/or referral to the appropriate authorities for prosecution. This further action may also include a loss of financial aid.

Local ordinances coincide with State statutes.

**Counseling Referral Sources**

Please refer to the Community Resource Guide available on all IBMC campuses.

	FORT COLLINS			GREELEY			LONGMONT			COLORADO SPRINGS			CHEYENNE		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
<b>Murder/Non-Negligent Manslaughter</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Manslaughter by Negligence</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Aggravated Assault</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0
<b>Arson</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses, Forcible</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses, Non Forcible</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
<b>Rape</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Statutory Rape</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Fondling</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Incest</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Robbery</b>															
On Campus	0	1	0	0	0	0	0	3	1	0	4	0	0	0	0
Public Property	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0

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	FORT COLLINS			GREELEY			LONGMONT			COLORADO SPRINGS			CHEYENNE		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
<b>Burglary</b>															
On Campus	0	0	0	0	0	0	0	0	0	3	3	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Motor Vehicle Theft</b>															
On Campus	0	0	0	0	0	0	0	1	0	6	1	0	0	0	0
Public Property	0	0	0	0	0	0	0	1	0	0	0	1	0	1	0
<b>Arrests: Liquor Law Violations</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0
<b>Disciplinary Referrals: Liquor Law Violations</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests: Drug Abuse Violations</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0
<b>Disciplinary Referrals: Drug Abuse Violations</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests: Weapons (carrying, possessing, etc.)</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Disciplinary Referrals: Weapons (carrying, possessing, etc.)</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Domestic Violence</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	1	0	0	2	0	0	2
<b>Dating Violence</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Stalking</b>															
On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

- None of the IBMC College campuses had a hate crime based on any type of bias reported in 2013, 2014, or 2015. This includes no reported crimes for gender identity, ethnicity, national origin, or disability.
- None of the IBMC College campuses has “on-campus student housing facilities” or “non-campus property.”
- IBMC has not removed any reported crime as “unfounded” from the crime statistics for any campus represented in the chart above.