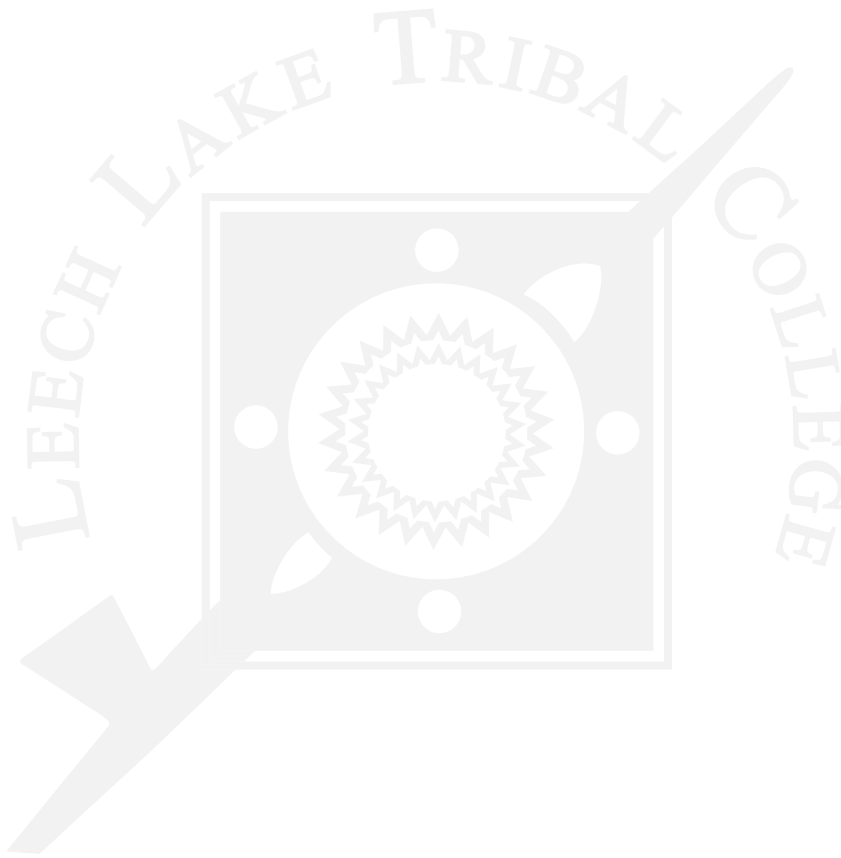


MAZINA'IGAN

Course Catalog

2017-2019





Date of Publication: December 2017

Leech Lake Tribal College is registered with the Minnesota Office of Higher Education pursuant to Minnesota Statutes sections 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. See the Academic Records/FERPA section of this catalog for more information.

Leech Lake Tribal College is an equal opportunity employer and institution of higher education. This catalog is not regarded as a contract, and Leech Lake Tribal College reserves the right to change without notice any portion of the materials in this catalog. Leech Lake Tribal College was chartered by the Leech Lake Band of Ojibwe in 1990, and is committed to creating and maintaining an atmosphere in which the traditional values of the Anishinaabe are honored and practiced. It is the policy of Leech Lake Tribal College that all individuals shall have equal access to the College's programs, facilities, and employment opportunities without regard to race, religion, color, gender, sexual orientation, national origin, age, or disability. In adhering to this policy, the College abides by the requirements of Title IX, Education Amendments of 1972; Titles VI and VII of the Civil Rights Act; sections 503 and 504 of the Rehabilitation Act of 1973; and the Age Discrimination Act of 1975.

Leech Lake Tribal College is accredited by the Higher Learning Commission.

VISION

To be recognized as a center of academic excellence that advances Anishinaabe worldviews and empowers lifelong learners to be fully-engaged citizens, stewards, and leaders.

MISSION

Leech Lake Tribal College provides quality higher education grounded in Anishinaabe values.

MOTTO

The path to knowledge is eternal.



GUIDING PRINCIPLES

"It is vitally important that Native people a) have a sense of history and are able to connect contemporary and historical issues; b) have a sense of values; c) acknowledge philosophical kinship and our responsibility to these relationships; and d) understand the Circle of Life as both a privilege and a responsibility."

–Dr. Henrietta Mann (Cheyenne)

In keeping with Dr. Mann's philosophy, Leech Lake Tribal College has established the following guiding principles:

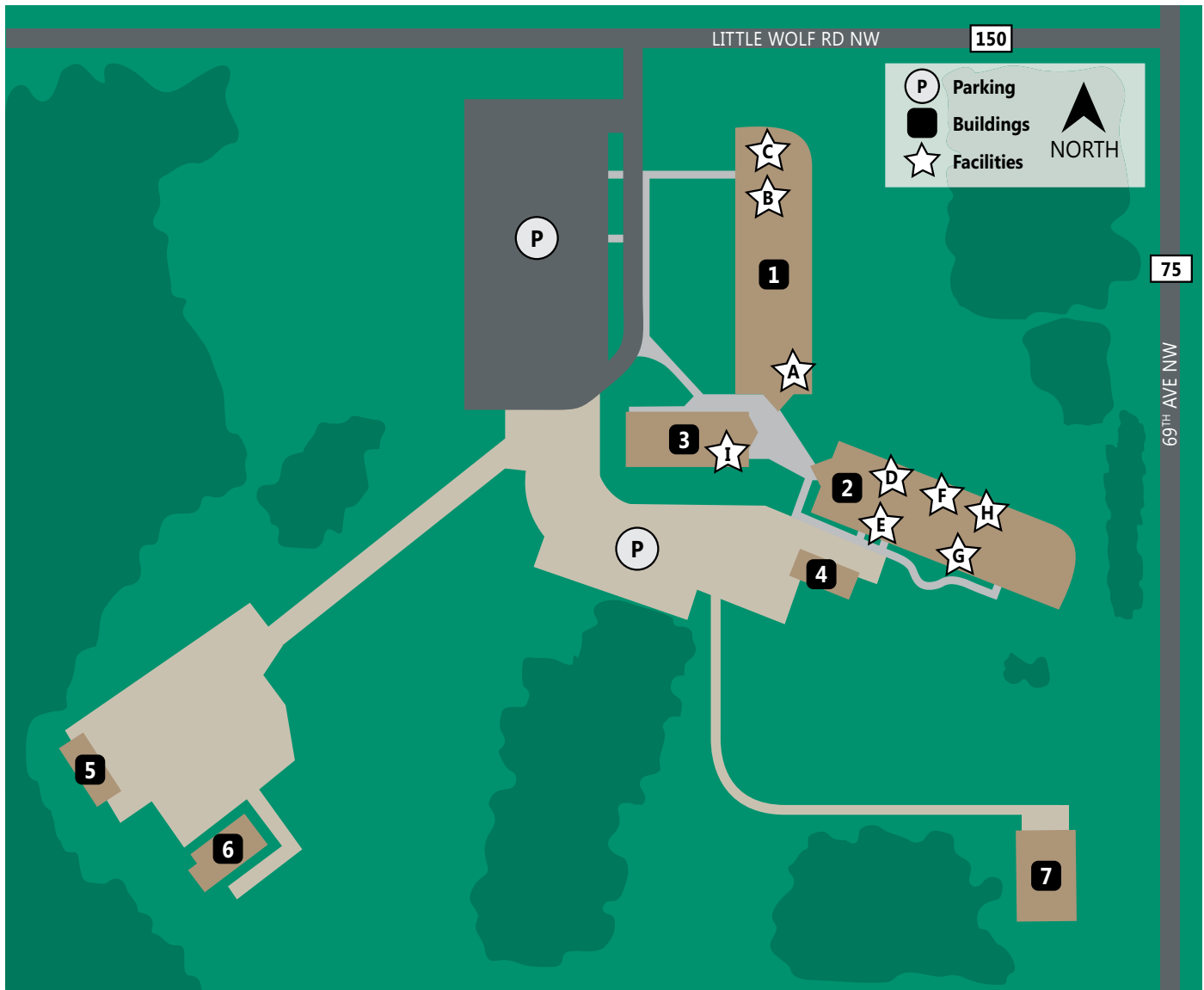
- We will acknowledge and embody the core values inherent in Anishinaabe culture and tradition.
- We will practice conscientious stewardship of our institutional resources: fiscal, human, intellectual, physical, and natural.
- We will value employees and promote professional development and growth for faculty, staff, and administrators.
- We will serve as a seat of technological, intellectual, and cultural knowledge for the communities we serve.
- We will foster positive relationships with multiple constituents, collegial associations, and communities of service.
- We will help build a stronger community through promotion of healthy living, leadership, and dissemination of the Anishinaabe worldview.
- We will proactively promote a campus community that honors teaching, learning, and service.

To those ends, LLTC pledges to prepare its students to:

- Exemplify leadership skills, creative engagement, pride, and dedication to their chosen profession and civic and social responsibilities.
- Acquire the knowledge, skills, and abilities to achieve personal and professional goals.
- Demonstrate the ability to articulate an understanding of Anishinaabe values and worldview.
- Possess the skills to research, identify, and interpret information to inform problem-solving and to inspire life-long learning.
- Demonstrate competency in oral, written, and technological communication.
- Demonstrate competency in financial, cultural, numerical, and analytical literacy.



CAMPUS MAP



1 - Mitigominzh Wigamig (Oak Hall)

Classroom Numbers 100+

A. Main Entrance/Reception Desk	101
Security Office	102
Computer Labs	105 & 111
B. IT Department (Tech Support)	112
C. Print Shop/Bookstore	118
Maintenance Office	119

2 - Giizhiikaandag Wigamig (Cedar Hall)

Classroom Numbers 200+

Fitness Room	200
Student Lounge	201
D. Wellness Center	203
E. Drum Room	205
F. Student Services	207
G. Financial Aid Office	210 E

H. Finance Office	211
Adult Basic Education	213

3 - Agindaasoo Wigamig (Library)

Classroom Numbers 300+

I. Learning Center	301
Academic Tutoring / Quiet Study Areas	

4 - Wiigwaasi Wigamig (Birch Building)

Early Headstart

5 - Wawezhazewong Wigamig / Clem Nason Building (Where the River Meets the Lake Building)

Law Enforcement Classrooms

6 - Iniaatig Wigamig (Maple Building)

Construction Trades Classrooms

7 - Ogichidaag Wigamig (Warrior's Building)

Storage & School Vehicles





STUDENT POLICIES & PROCEDURES



SEVEN GRANDFATHER TEACHINGS/VALUES

Inendizowin (Humility)

- Recognize oneself as an equal part of creation
- Be careful what one says around others
- Demonstrate empathy to others
- Be respectful of the thoughts and ideas of others
- Recognize one's weaknesses and acknowledge the capacity for self-growth
- Develop and practice good listening and observation skills

Debwewin (Truth)

- Speak as honestly as one can according to one's perception
- Be loyal in all relationships
- Avoid hypocrisy

Zoongide'iwin (Courage)

- Face difficult situations with bravery
- Acknowledge one's personal weaknesses and develop strength to combat them
- Demonstrate the ability to take initiative and speak when asked

Gwayakwaadiziwin (Honesty)

- Maintain truthfulness, sincerity, and fairness in all one's actions
- Possess the ability to manage confidential information
- Communicate with others fairly and truthfully

Manaaji'idiwin (Respect)

- Accept cultural, religious, and gender differences
- Maintain high standards of conduct at all times
- Safeguard the dignity, individuality, and rights of others
- Practice ethical behavior at all times

Zaagi'idiwin (Love)

- Work cooperatively and harmoniously with others
- Show kindness and compassion
- Demonstrate acceptance and the empowerment of others
- Offer hope, encouragement, and inspiration

Nibwaakaawin (Wisdom)

- Seek guidance from elders and advisors
- Take time to reflect upon experiences
- Acknowledge the opportunity to learn from others
- Persist in acquiring knowledge and improving skills
- Strive to accomplish goals and dreams



STUDENT CODE OF CONDUCT

Leech Lake Tribal College expects students to conduct themselves in a manner that is conducive to learning and respectful to others. This applies both on-campus and at college-sponsored or otherwise related activities off-campus. In addition, all students at Leech Lake Tribal College must comply with applicable laws that govern the Leech Lake Reservation. Students who do not comply with college regulations or commit violations of a serious nature may be suspended or dismissed from Leech Lake Tribal College. Persons who are not students or employees of the College are required to abide by the Leech Lake Tribal College policies and student-conduct regulations while on campus property. Each student is responsible for becoming familiar with and complying with the standards at Leech Lake Tribal College and reporting the actions of others, including, but not limited to:

- Obstruction/disruption of teaching, research, administration, discipline, or any other college duty or function, including public service functions. This includes participation in demonstrations on campus which materially and substantially disrupt or obstruct normal college function, including unauthorized occupation of the premises.
- Falsification, forgery, alteration or use of college documents, records, and instruments of identification with intent to defraud the college or perpetrate an act of academic dishonesty (See Academic Integrity).
- Failure to comply with orders or directives of college officials, faculty, security officers, or any other law enforcement/fire department personnel acting in the performance of their duties.
- Unauthorized entry into/onto or use of college facilities or equipment.
- Disorderly conduct or lewd, indecent behavior, conduct or expression, including abusive and profane language.
- Conduct which is physically abusive to others or threatens to endanger the health, life or safety of others or oneself on college property.
- Sexually abusive or harassing conduct towards others, including but not limited to sexual intimidation, unwanted touching, sexual contact/assault, or any other uninvited behavior of a sexually explicit nature.
- Hazing and initiation activities in all forms, including but not limited to striking, laying hands upon, treating with violence, or threatening to do bodily harm to another person with the intent to punish or injure.
- Unauthorized use or possession of firearms, other weapons, explosives, firecrackers, or chemicals within or upon the grounds, buildings or any other facilities of the college.
- Theft or attempted theft of, on or from college property/activities or individuals.
- Vandalism, including but not limited to defacing, graffiti, and trashing or attempting to damage property of the college or of another individual.



- Excessive noise or any act occurring on the college campus which intentionally disturbs the peace and quiet of any person or group of persons.
- Illegal gambling activities.
- Misuse of college telephones, including but not limited to charging any long distance calls and making telephone calls of an offensive, obscene, or illegal nature to or from any telephone on campus.

PART 1. INTRODUCTION

The Student Code of Conduct applies at all locations of the College and all College activities wherever located.

PART 2. DEFINITIONS

For purposes of this policy the following definitions apply:

SUBPART A. College means Leech Lake Tribal College.

SUBPART B. Administrator means that person designated by the College President to be responsible for the administration of the Student Code. For behavioral infractions, this individual is the Director of Student. For academic misconduct infractions, the "administrator" is the faculty member and/or Academic Dean. Appeals for both behavioral and academic misconduct decisions will be heard by the Dean of Academics, the Dean of Students, and the Director of Operations.

SUBPART C. Student includes all persons who:

1. Are enrolled in one or more courses, either credit or non-credit, through the College;
2. Withdraw, transfer or graduate, after an alleged violation of the student conduct code;
3. Are not officially enrolled for a particular term but who have a continuing relationship with the College; and/or
4. Have been notified of their acceptance for admission or have initiated the process of application for admission or financial aid.

SUBPART D. Suspension means a denial of the privilege of enrollment for a specified period of time after which the student is eligible to return. Conditions for re-enrollment may be specified.

SUBPART E. Expulsion means a permanent denial of the privilege of enrollment at the College.

SUBPART F. Summary suspension means a suspension imposed without a formal hearing to ensure the safety and wellbeing of members of the College community.



- SUBPART G. Hazing means an act which endangers the mental or physical health or safety of a person, subjects a person to public humiliation or ridicule, or which destroys or removes public or private property for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a student group or organization.
- SUBPART H. Preponderance of evidence means a standard of responsibility that it is more likely than not that the Code has been violated.
- SUBPART I. Cheating includes, but is not limited to:
1. use of any unauthorized assistance in taking quizzes, tests, or examinations;
 2. use of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments;
 3. the acquisition, without permission, of tests or other academic material belonging to a member of the college faculty or employees;
 4. engaging in any behavior specifically prohibited by a faculty member in the course syllabus or class discussion.
- SUBPART J. Plagiarism includes, but is not limited to, the use, by paraphrase or direct quotations, of the published or unpublished work of another person without full and clear acknowledgement. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

PART 3. NOTIFICATION AND STUDENT RESPONSIBILITIES

Students are responsible for knowing of and abiding by all the rules and regulations of Leech Lake Tribal College. Many of these rules and regulations are simply extensions of those existing in the larger community, and some are unique to the college setting. These rules and regulations apply to both campus and off-campus college-sponsored activities. Violations of these rules and regulations may result in disciplinary action.

PART 4. PROSCRIBED BEHAVIOR AND SANCTIONS

SUBPART A. JURISDICTION OF THE STUDENT CODE OF CONDUCT

The College Student Code shall apply to conduct that occurs on College premises, at College-sponsored activities, and to off-campus conduct in the following circumstances:

1. Hazing is involved;
2. The violation is committed while participating in a College sanctioned or sponsored activity;
3. The victim of the violation is a member of the College community;
3. The violation constitutes a felony under state or federal law; or
4. The violation adversely affects the educational, research or service functions of the College.



The administrator shall decide whether the Student Code shall be applied to conduct occurring off-campus on a case-by-case basis at his/her sole discretion.

SUBPART B. RULES AND REGULATIONS

Any student found to have committed or to have attempted to commit the following misconduct in circumstances falling under the jurisdiction of this code may be subject to the disciplinary sanctions outlined in Part 4, Subpart E.

SUBPART C. PROSCRIBED CONDUCT

1. Acts of dishonesty, including but not limited to the following: a. Cheating, plagiarism, or other forms of academic dishonesty; b. Furnishing false information to any college official, faculty member, or office; c. Forgery, alteration, or misuse of any college document, record, or instrument of identification.
2. Disruption or obstruction of teaching, research, administration, disciplinary proceedings, other college activities, including its public service functions on or off campus, or of other authorized noncollege activities when the conduct occurs on college premises.
3. Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct that threatens or endangers the health or safety of any person.
4. Attempted or actual theft of and/or damage to property of the College or property of a member of the College community or other personal or public property, on or off campus.
5. Hazing.
6. Failure to comply with directions of college officials or law enforcement officers acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so.
7. Unauthorized possession, duplication or use of keys to any college premises or unauthorized entry to or use of college premises.
8. Violation of any college policy, rule or regulation published in hard copy or available electronically on the college or website.
9. Violation of any federal, state or local law.
10. Use, possession, manufacturing, distribution or being on campus under the influence of marijuana, heroin, narcotics, or other controlled substances except as expressly permitted by law.
11. Use, possession, manufacturing, distribution or being under the influence of alcoholic beverages or public intoxication.



12. Illegal or unauthorized possession of firearms, explosives, other weapons, or dangerous chemicals on college premises or use of any such item, even if legally possessed, in a manner that harms, threatens or causes fear to others.
13. Participation in an on-campus or off-campus demonstration, riot or activity that disrupts the normal operations of the college and/or infringes on the rights of other members of the College community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area.
14. Obstruction of the free flow of pedestrian or vehicular traffic on college premises or at college sponsored or supervised functions.
15. Conduct that is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on college premises or at functions sponsored by, or participated in by, the college or members of the academic community. Disorderly conduct includes but is not limited to: any unauthorized use of electronic or other devices to make an audio or video record of any person while on college premises without his/her prior knowledge, or without his/her effective consent when such a recording is likely to cause injury or distress. This includes, but is not limited to, surreptitiously taking pictures of another person in a gym, locker room, or restroom.
16. Any violation of the College's Internet Use Policy.
17. Abuse of the student conduct system, including but not limited to: a. Failure to obey the notice from a college official to appear for a meeting or hearing as part of the student conduct system; b. Falsification, distortion, or misrepresentation of information; c. Disruption or interference with the orderly conduct proceeding. d. Making false accusations; e. Attempting to discourage an individual's proper participation in, or use of, the student conduct system; f. Failure to comply with the sanction(s) imposed under the Student Code; g. Influencing or attempting to influence another person to commit an abuse of the student conduct code system.
18. Use of any tobacco product in non-designated areas including a lighted cigar, cigarette or pipe; the use of smoking material; or use of smoking tobacco. Use of chewing tobacco on campus premises.
19. Knowingly furnishing false information to college personnel; or the knowledgeable passing of an insufficient funds check or fraudulent money order in payment of any financial obligation to the College.
20. Forgery, unauthorized alteration or unauthorized use of any College document or instrument of identification.
21. Unauthorized presence in, or use of College premises, facilities or property.



22. Refusing to depart from any property or facilities of the college upon direction by college officials or other persons authorized within the regulation of the College.
23. In-line skating, roller-skating, or skateboarding in all College buildings.
24. Unauthorized or fraudulent use of College facilities, telephone system, mail system, computer system, or use of any of the above for any illegal act or any act prohibited by the Code of Conduct.
25. Deliberate destruction of, damage to, malicious use of, or abuse of property, wherever located, or the deliberate destruction, damage to or malicious use of public or private property. 27. Gambling for money or other things of value on campus or at College-sponsored activities except as permitted by law.
26. Falsely claiming to represent the College or a student organization of the College.
27. Actions, which unreasonably interfere, obstruct or prevent the regular and essential operations of the College or infringe upon the rights of others to freely participate in its programs and services. This may include, but is not limited to, intentionally and substantially interfering with the freedom of expression of others.

SUBPART D. VIOLATION OF LAW AND COLLEGE DISCIPLINE

College disciplinary proceedings may be instituted against a student charged with conduct that potentially violates both the criminal law and this Student Code of Conduct (that is, if both possible violations result from the same factual situation) without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution. Proceedings under this Student Code may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus at the discretion of the administrator. Determinations made or sanctions imposed under this Student Code shall not be subject to change because criminal charges arising out of the same facts giving rise to violation of College rules were dismissed, reduced, or resolved in favor of or against the criminal law defendant.

SUBPART E. COLLEGE SANCTIONS

The following sanctions may be imposed upon any student found to have violated the Student Code of Conduct:

1. Warning. Issuance of written warning, admonition, or reprimand, and may include a referral for counseling.
2. Probation. A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period. The College may impose specific written conditions for the probation.



3. Loss of Privileges. Denial of specified privileges for a designated period of time.
4. Restitution. Required reimbursement for damage to or misappropriation of property. This may take the form of appropriate services or other compensation.
5. Discretionary sanctions. Work assignments, fines, service to the college, counseling or referral to community agencies, rehabilitative programs, or other related discretionary assignments.
6. Denial of access. Denial of rights to access the college premises or specified areas within the College, either permanently or for a specified period of time.
7. Suspension. Denial of the privilege of enrollment for a specified period of time after which the student is eligible to return. Conditions for re-enrollment must be specified.
8. Expulsion. Permanent denial of the privilege of enrollment at the College.
9. Revocation of Admission and/or Degree. Admission to or a degree awarded from the college maybe revoked for fraud, misrepresentation, or other violation of college standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.
10. Withholding Degree. The college may withhold awarding a degree otherwise earned until the completion of the process set forth in this student conduct code, including the completion of all sanctions imposed, if any. More than one of the sanctions listed above may be imposed for any single violation.

The following sanctions may be imposed upon groups or organizations:

1. Those sanctions listed above;
2. Loss of selected rights and privileges for a specified period of time;
3. Deactivation. Loss of all privileges, including college recognition, for a specified period of time. Other than College suspension or expulsion, disciplinary sanctions shall not be made part of the student's permanent academic record but shall become part of the student's confidential record.

SUBPART F. SUMMARY SUSPENSION

In certain circumstances, the administrator may impose a summary suspension prior to the informal or formal proceedings described in the previous articles. A summary suspension may be imposed only when, in the judgment of the administrator, the accused student's presence on the College campus would constitute a threat to the safety and well being of members of the campus community. To the greatest extent possible before implementing the summary suspension, the accused student shall be given oral or written notice of the intent to impose summary suspension and shall be given an opportunity to present oral or written arguments against the



imposition of the suspension. However, the refusal of a student to accept or acknowledge this notice shall not prevent the implementation of a summary suspension. Notice of the summary suspension shall be provided in writing to the student. After the student has been summarily suspended, the student shall be provided an opportunity for a hearing within the shortest reasonable time period, not to exceed nine (9) school or business days. During the summary suspension, the student may not enter the campus without obtaining prior permission from the administrator.

SUBPART G. STUDENT RIGHTS AND DUE PROCESS

Disciplinary action against individual students or groups of students must be administered in the context of a unified and coordinated set of campus regulations and processes to ensure fair, equitable and legal outcomes. Each person involved in the administration of the Student Code of Conduct of the College will set as a goal the fair, objective, consistent and humane approach in all conduct cases. Consistent treatment in disciplinary action is another goal. Each case, however, must be recognized as a highly individual matter, and consistency for the sake of consistency should not be the dominant concern. Those involved in administering the Student Code of Conduct should be aware that their efforts are primarily directed toward:

- Protecting the integrity and order of the institution, and the morale and reputation of students and employees.
- Educating the student involved with the conduct process so that he/she may learn to himself/herself and accept responsibilities of membership in the College community.
- Helping the student gain insight into the reasons and consequences of his/her behavior so that he/she may cope with future difficult situations more successfully.

The administration of the Student Code of Conduct shall also guarantee procedural fairness to an accused student. Practices in disciplinary cases may vary in formality with the gravity of the alleged offense and the potential sanctions, which may be applied. Sanctions shall be commensurate with the seriousness of the offense and may include suspension/expulsion from the college community. Repeated violations justify increasingly severe sanctions. In all cases, procedural fair play requires that a student charged with misconduct be informed of the nature of the charges, given a fair opportunity to refute them, that the institution not be arbitrary in its actions, and that there be provision for appeal of a decision. Therefore, persons making charges are required to provide pertinent information in writing and, if necessary, appear at a hearing.

PART 5. PROCESS

SUBPART A. INVESTIGATION AND INFORMAL PROCESS

1. A student or organization has violated student conduct proscriptions. Any complaint should be submitted as soon as possible after the event takes place.
2. Persons filing complaints shall be informed of their rights following the filing of a complaint against a student.



3. If the Dean of Students or designee deems a complaint to be unwarranted, she/he may discontinue proceedings.
4. If there is sufficient evidence to support the complaint, the Dean of Students or designee shall offer the accused student an opportunity to resolve the alleged violation at an informal meeting. Prior to this meeting, the student shall be given notice of the specific complaint against him/her and the nature of the evidence available to support the complaint and provided with a copy of the code of conduct. During the meeting, the Dean of Students or designee shall review the complaint and the evidence with the student and allow the student to present a defense against the complaint. Within a reasonable time period following the meeting, the Dean of Students or designee shall inform the accused student in writing of his/her decision whether a violation of the code was established by evidence, and any applicable sanction as well as options available for an appeal.
5. If the accused student fails to appear for the informal hearing, the Dean of Students or designee may proceed to review and act upon the complaint in his/her absence and shall notify the student in writing of an action taken.
6. A sanction shall not become effective during the time in which a student seeks an appeal unless, in the discretion of the administrator, it is necessary to implement an immediate sanction for the safety and welfare of the College community.

SUBPART B. APPEALS

A student may request and appeal the decision of the Dean of Students via a hearing before the Dean of Academics and the Director of Operations. The request for an appeal to be heard must be submitted in writing to the Dean of Students within five working days of the date of the notification of the decision. The Dean of Students will forward the information to the Dean of Academics and the Director of Operations. Failure to file an appeal or request an extension in a timely manner constitutes a waiver of any right to an appeal.

Except as required to explain the basis of new information, an appeal shall be limited to a review for one or more of the follow purposes:

1. To determine whether the informal or formal hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and to present information that the Student Code was violated, and giving the accused student a reasonable opportunity to prepare and to present a response to those allegations. Deviations from designated procedures will not be a basis for sustaining an appeal unless significant prejudice results.
2. To determine whether the decision reached regarding the accused student was based on substantial information, that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to establish that a violation of



the Student Code of Conduct occurred.

3. To determine whether the sanction(s) imposed were appropriate for the violation of the Student Code of Conduct, which the student was found to have committed.
4. To consider new information, sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original informal or formal hearing. If an appeal is upheld by the Dean of Academics and the Director of Operations s/he may take any appropriate action. If an appeal is not upheld, the matter shall be considered final and binding upon all involved.

SUBPART C. RECORDS RETENTION

All non-academic conduct records will be housed with the Dean of Students' Office and retained for a period of five years. A log of conduct violations will be maintained in the Dean of Students' Office.

PART 6. ACADEMIC AND CLASSROOM MISCONDUCT

All students have the right to pursue their academic careers in an atmosphere based on honesty and trust. Acts of academic misconduct destroy that atmosphere, violate that trust, and are therefore subject to penalty. This section of Student Code of Conduct defines what acts of academic misconduct are and presents the procedure for imposing penalties for such acts. Acts of academic misconduct necessarily involve the Dean of Academics dean and faculty. Therefore, the procedures for investigating complaints and imposing penalties for academic misconduct differ somewhat from those applied to social misconduct.

SUBPART A. ACADEMIC HONESTY

A fundamental concept of all educational institutions is academic honesty. All academic work depends upon respect for and acknowledgment of the research and ideas of others. Misrepresentation of someone else's work as one's own is a most serious offense in any academic setting. Therefore, academic misconduct in relationship to academic dishonesty, including any form of cheating and plagiarism, cannot be condoned. Academic misconduct, as referenced, includes, but is not limited to, the following:

1. Cheating: the use of unauthorized materials, methods, or information in any academic exercise, including improper collaboration (electronic or otherwise).
2. Plagiarism: the representation of the words or ideas of another as one's own, including:
 - a. Direct quotation without both attribution and indication that the material is being directly quoted, e.g., quotation marks; paraphrase without attribution.
 - b. Paraphrase with or without attribution where the wording of the orig-



inal remains substantially intact and is represented as the author's own.

- c. Expression in one's own words, but without attribution, of ideas, arguments, lines of reasoning, facts, processes, or other products of the intellect where such material is learned from the work of another and is not part of the general fund of common academic knowledge.
 - d. Fabrication: the falsification or invention of any information or citation in an academic exercise.
 - e. Fraud: the falsification, forgery, or misrepresentation of academic work, including the resubmission of work performed for one class for credit in another class without the informed permission of the second instructor; or the falsification, forgery or misrepresentation of other academic records or documents, including admission materials and transcripts; or the communication of false or misleading statements to obtain academic advantage or to avoid academic penalty.
3. Bribery or intimidation in relationship to the grading process.
 4. Engaging or assisting others in any portion of the aforementioned acts.

SUBPART B. CLASSROOM MISCONDUCT

Beyond the act of academic dishonesty, there are other modes of conduct that serve to undermine the academic success of students during classroom instruction. Therefore, students are prohibited from impeding an environment conducive to learning, whether it be during traditional instruction, instruction through technological means, instruction within a learning center, instruction by way of tutoring, or instruction by way of individual study on the campus of Leech Lake Tribal College. Hence, any student who is found to disrupt the educative process of another student, or other students, is subject to sanctions as described in the informal judicial process for academic misconduct. Academic misconduct, as so referenced, includes, but is not limited to, the following:

1. Engaging in verbal outburst, talking loudly to classmates independent of class discussion.
2. Being openly disruptive.
3. Talking in an openly abusive or disrespectful manner the instructor and/or to other classmates.
4. Disregarding verbal and/or written instruction in relationship to expected codes of conduct during classroom instruction.
5. Initiating or participating in inappropriate conduct (e.g., horseplay) that disrupts classroom activities.
6. Using any device to cause disturbance inside or outside of the classroom during instruction.



7. Continuing to engage in inappropriate interaction after one has been counseled not to continue adverse behaviors.

SUBPART C. PROCEDURES FOR ACADEMIC AND CLASSROOM MISCONDUCT

1. Informal Process
2. A faculty member may pursue an informal judicial process if a student is interfering with the learning environment. A faculty member has the right to remove a student from a class session prior to activating the rights of other students. If a faculty member believes that misconduct warranting discipline has occurred, he/she shall inform the student concerned and offer to confer. If the student foregoes such a conference, or if after the conference the faculty member remains convinced that misconduct warranting discipline has occurred, he/she may, among other options, treat any work in question or an entire course as unsatisfactory, informing the student thereof.
3. Additionally or alternatively, the faculty member may refer the matter to the Academic Dean. If the dean determines that sufficient cause exists to warrant consideration of additional discipline, the dean may impose sanctions.
4. Students have the right to appeal decisions resulting from this policy. A written appeal must be made to the Dean of Academics, Dean of Students, and Director of Operations within five (5) working days after written notification of the decision, which is being appealed. They will make a decision and then notify the appellant.

PART 7. RELEASE OF INFORMATION

Leech Lake Tribal College will not release to the media the results of the outcomes of disciplinary procedures resulting from its student investigations, including those, which involve criminal offenses. Such records may be released to government agencies exercising jurisdiction.

PART 8. RECORDS RETENTION

All records of academic misconduct shall be forwarded to the Dean of Academic's Office where they will be logged and retained for a period of 5 years.

When a Complaint May Be Filed with the MN Office of Higher Education

Please take the following steps prior to filing a complaint with the Office of Higher Education:

- 1. Bring the problem to the institution's attention.**

Many issues can be handled quickly and informally once the institution is aware of your concern.

For more serious problems, you must follow the institution's formal grievance policy, first. If you call MN OHE before you have pursued all internal options, they may have



to defer taking your complaint until you can verify that the institution will not respond adequately.

- 2. Determine whether the problem is with the requirements MN OHE administer.**

The Office of Higher Education can only act to assure that LLTC complies with the state statutes that MN OHE administer. Some problems fall outside of their jurisdiction. When another state or federal office should address your concern, they will refer you. For example, if you feel discriminated against on the basis of race, color, national origin, sex, sexual identity, handicap, age, or membership in a patriotic youth organization they will refer you to the US Department of Education Office of Civil Rights and the Minnesota Department of Human Rights.
- 3. Complaints should be submitted to the office within six years of the alleged violation.**

It can be challenging to fully investigation your concerns if you wait too long to file a complaint with their office. As more time passes, the ability to secure documentation on your concern is reduced. Their office cannot investigate a complaint if the alleged issue occurred greater than six years ago.
- 4. Identify yourself.**

Their ability to take action is restricted or reduced if you file an anonymous complaint. They prefer that you give your name, address, telephone number, and email address on the written complaint form. Their office will be unable to follow-up with you on the status of your complaint if you do not provide your contact information.

How to File a Complaint with the MN OHE

- 1. If you are unsure about whether you should file a complaint:**

Consider contacting them first to discuss your complaint. They can explain the complaint procedures and let you know whether the Office of Higher Education, or another agency, can address your problem.
- 2. You must fill out the student complaint form in order for the MN OHE to address your complaint.**

Include as much detail as possible, including the exact nature of the complaint, dates of incidents, names of people at the institution that have been involved, who you have worked within trying to resolve the complaint internally, and copies of any written documentation. Specificity will be critical to the office's investigation.
- 3. Attach documentation to the student complaint form.**

Keep records that provide evidence of the problem and your efforts to solve it through internal processes. Documentation will help you make your case with the institution and help the MNOHE learn about the issue and investigate.
- 4. Send the student complaint form to the Office of Higher Education.**

Their office needs a "wet" signature. The signature on the back is the privacy release that their office needs to speak to the school about your academic file. The complaint form can be digitized (by scanning or taking a photo with a smart phone) and then emailed, mailed, or faxed it to the contact information on the following page:



Registration & Licensing
 Office of Higher Education
 1450 Energy Park Drive, Suite 350
 St. Paul, MN 55108
 651-259-3975 or 1-800-657-3866
 secure fax 651-797-1664
betsy.talbot@state.mn.us

GANAWENJIGEWIGAMIG (CAMPUS SAFETY AND SECURITY)

The Security Department of the College strives to provide the safest and most stable environment possible in which education may be pursued without fear or presence of crime or violence. By supporting and educating students, employees, faculty, and visitors of the College in areas of personal safety and providing response in situations of need, Campus Security shall be built on a foundation of proactive service and crime prevention that reflects and preserves the human dignity of those whom it serves.

The Campus Safety and Security Department of Leech Lake Tribal College has a uniformed officer employed by the College to LLTC personnel and property. Campus Security has the authority to request identification on campus.

The Campus Safety and Security Department is located in Mitigominzh Wigamig (Oak Hall) Room 102.

General Procedures

In the event of an emergency requiring immediate action by police, fire departments, or ambulance services, dial 911. All other emergencies should be immediately reported directly to Campus Security at 335-4260.

Emergency Numbers

Campus Security	(218) 335-4260
MN State System	911
Cass Lake Police	(218) 335-2351
Leech Lake Tribal Police	(218) 335-8277

Crime and Emergency Reporting

All students, employees, and guests are encouraged to promptly report criminal incidents, suspicious activity, and other public safety related emergencies and incidents, in person to the security office, Room 102 in Mitigominzh Wigamig (Oak Hall).



Security can be reached by phone at (218) 335-4260, or cell phone at (218) 766-7237. Maintenance/Safety can be reached by phone at (218) 335-4274, or cell phone at (218) 766-6961. You may also dial 911 or call the Tribal Police Department at (218) 335-8277 or (218) 541-1424.

Campus Security Authorities (CSA)

To further encourage the timely reporting of crimes on campus, the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act identifies and defines campus security authorities (CSA) as college faculty and staff members with "significant responsibility" for students and campus activities. They are campus officials who manage or otherwise oversee student and campus activities. Some examples of CSA's include, but are not limited to, Security, Deans, Directors, Department Heads, Student Group Advisors, and Activities Coordinators. Crimes reported to CSA's may not have been reported to the police. This is often the case in incidents of sexual assault. A licensed or certified counselor, who is functioning within that scope at the time a crime is reported, is not considered a CSA and not required to report crimes, but is encouraged to review crime reporting options with reporting parties.

Who must report qualifying crimes?

College CSA's have an obligation to promptly report allegations of Clery Act defined incidents which occurred on campus, on public property bordering campus, and in non-campus areas which the college leases or otherwise controls. These incidents include, but are not limited to;

- Murder or Manslaughter
- Sex offenses, forcible or non-forcible
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Persons arrested or referred for campus disciplinary action for liquor law violations and illegal weapons possession violation.

In addition, the Clery Act requires institutions to report statistics for certain hate crimes (bias-motivated incidents). The Leech Lake Tribal College Clery Act Report is available at http://www.lltc.edu/_assets/docs/e-documents/federal-compliance/2017%20ASR%20Clery.pdf

Anonymous Reporting

Leech Lake Tribal College permits victims or witnesses to report crimes to CSA's on a voluntary, anonymous basis, (and includes such anonymous reports in reported crimes totals) but encourages individuals who report a crime to provide identity information. The purpose of this type of report is to comply with the reporting party's wish to keep the matter anonymous, while taking steps to



contribute to future campus safety. With such data, the College can maintain accurate records of the number of incidents and determine if there is a pattern of crime with regard to a particular location, method or offender, and as appropriate alert the campus and community to potential danger.

The Tribal Police Department, unless otherwise prescribed by law, does not take anonymous police reports.

Class Cancellations & Notification

Classes may be cancelled due to extreme weather conditions, unsafe highway conditions, or other circumstances that would threaten the health and safety of college students and faculty. The president or designee will determine campus-wide cancellation of classes. You may call LLTC at 335-4207 for any weather related announcements or cancellations. The following radio stations and television stations will be notified of a class cancellation.

KBUN 1450AM	KB101	KMFY 96.9
KOJB 90.1	KOZY 1320AM	KZY 95.5
MIX 103.7	WBJI 98.3	WTBX 94

Registered Sex Offender Policy

Students who are convicted sex offenders must disclose their status to the Leech Lake Tribal College's Security Department within 10 days of their enrollment at LLTC or date of conviction. Employees and contractors who are convicted sex offenders must disclose their status to the LLTC's Security Department within 10 days of being hired to work at LLTC or date of conviction. The State of Minnesota maintains a list of convicted sex offenders that must register with the Sex Offender and Crimes Against Minors Registry maintained by the Department of State Police. The Campus Sex Crimes Prevention Act (CSPCA) amended the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution under the CSPCA concerning registered sex offenders. The Minnesota Sex Offender Database is available at <https://coms.doc.state.mn.us/publicregistrantsearch>.

Drug and Alcohol Policy

Leech Lake Tribal College prohibits students and college staff from manufacturing, possessing, using, delivering, buying, selling, or distributing substances prohibited by the Leech Lake Band of Ojibwe, the State of Minnesota, and/or the Federal Government.

Students, faculty, or staff violating this policy will be reported to the Dean of Students, the Dean of Academics, and the Director of Operations, the local police, and prosecuted to the full extent of the law.

Leech Lake Tribal College students, faculty, or staff under the influence of alcohol during classes or during events will be removed from College property. This applies both on-campus and at college-sponsored or otherwise related activities off-campus

Students, faculty, or staff who violate this policy will be subject to suspension or termination from the College.



Leech Lake Tribal College sanctions for students who violate the drug and alcohol policy are:

- Suspension from the College
- Possible termination of employment
- Expulsion from the College
- Possible legal action

Other possible legal sanctions:

- Alcoholic beverages, possession by a minor: Charge
- Alcoholic beverages unlawfully delivered to a minor: Charge
- Minor furnishing money for the purchase of alcoholic beverages: Charge
- Possession of an illegal or controlled substance: Charge

Leech Lake Tribal College will not hesitate in bringing charges and legal action against any student, faculty, or staff member who violates the LLTC Drug and Alcohol policy.

Random K-9 Searches

The College shall arrange for random drug searches conducted by local law enforcement using drug sniffing dogs to ensure that students have the privilege of attending school in a drug free and safe environment. It is the position of the College that persons working for, visiting, and attending our institution have a lower expectation of privacy as the College clearly posts its prohibition of contraband substances. Additionally, the College will not tolerate drug and/or alcohol use on campus.

Vehicles receiving multiple hits give law enforcement officers the right to search inside the vehicle. Searches shall be video-taped to ensure and protect the rights of the owners of personal property being searched.

1. All vehicles in the parking lot(s) shall be checked first.
2. Vehicles that receive hits the first time shall be placed on a list only.
3. Vehicles receiving hits a second time shall be searched.
4. Building interiors shall be searched next.
5. Students and all staff shall remove themselves from the search area.
6. All coats and bags shall be left in the area being searched.
7. Anyone caught with contraband shall be charged by the search officers.
8. Disciplinary action shall also be taken by the Leech Lake Tribal College.

Statement of Policy on Non-Discrimination

Leech Lake Tribal College does not discriminate or permit discrimination by any member of its community against any individual on the basis of race, color, religion, national origin, sex, sexual orien-



tation, gender identity, gender expressions, parental status, marital status, age, disability, citizenship, or veteran status, in matters of admission, employment, or educational programs or activities it operates. Harassment, whether verbal, physical, or visual, that is based on any of these characteristics is a form of discrimination. This includes harassing conduct affecting tangible job benefits, interfering unreasonably with an individual's academic or work performance, or creating what a reasonable person would sense as an intimidating, hostile, or offensive environment.

While Leech Lake Tribal College is committed to the principles of free inquiry and free expression, discrimination and harassment identified in this policy are neither legally protected expression nor the proper exercise of academic freedom.

Examples of discrimination and harassment may include, but are not limited to:

- Refusing to hire or promote someone because of the person's protected status
- Demoting or terminating someone because of the person's protected status.
- Jokes or epithets about a person's protected status
- Displaying or circulating written materials or pictures that degrades a person or group
- Verbal abuse or insults about, directed at, or made in the presence of an individual in a protected group.

All members of the college community are responsible for creating a working environment that is free of discrimination and harassment, including sexual harassment. Leech Lake Tribal College is committed to the principle of free inquiry and free expression, to providing exploration and exchanges of ideas, The College's discrimination and harassment policies are not intended to stifle this freedom, nor will they be permitted to do so. Prohibited discrimination and harassment however, are neither legally protected expression, nor the proper exercise of academic freedom, and such conduct is incompatible with the values of the College.

Sexual Harassment Policy

Leech Lake Tribal College is committed to maintaining a safe, comfortable learning environment for all students. Sexual harassment undermines the mission of the College, offends the integrity of the College community, and will not be tolerated.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, stalking, or other verbal or physical conduct of a sexual nature that interferes with an individual's educational performance or otherwise creates an intimidating, hostile or uncomfortable environment.

Sexual harassment is prohibited by both state and federal law. Any student who engages in sexual harassment is subject to disciplinary action up to and including suspension from LLTC.

If you believe you have been subjected to sexual harassment, you are asked to report your concerns immediately to Security, an instructor, Department Chair, Dean of Academics, Dean of Students, or any other member of the College staff with whom you feel comfortable filing such a report. To the extent permissible, all such reports will be treated confidentially and will be investigated in a prompt and responsible manner.



Travel Policy

This policy applies directly to overnight travel. Policy does not apply to field trips that involve the entire class and does not require overnight travel.

PSEO students cannot participate in overnight travel.

To be eligible to participate or represent LLTC, a student must meet the following criteria:

- Must be currently enrolled at LLTC
- In good academic standing or successfully making progress on their academic plan based on cumulative GPA and Completion Rate
- Regular and consistent attendance from the beginning of semester of travel to actual travel date in each course is taken into consideration.
- Must be current in all coursework for all classes.
- Dean of Students and Dean of Academics will sign off on Travel eligibility form before travel arrangements are made, and gain complete final approval before travel is allowed.
- If required, student must have been an active participant in fundraising.
- Must follow travel policies and procedures as outlined in the Financial Management Policies and Procedures
- During travel students must comply with LLTC's Student Code of Conduct. Failure to do so shall result in disciplinary action.

Coordinator for trip needs to collect student forms and submit them to the Dean of Students.

If travel costs are incurred for the student and the student is unable to fulfill the travel obligation, the student will be required to pay back all non-refundable expenditures to the College. Students may be able to appeal the costs incurred.

Commercial Tobacco Free Policy

Definitions: Commercial tobacco is defined as tobacco products such as cigarettes and not the sacred and indigenous uses of tobacco practiced by Native American communities. This Tobacco Free Policy will in no way prohibit the use of traditional/ceremonial/sacred use of tobacco or infringe in any manner on any tobacco cultivation or harvesting for spiritual and ceremonial use.

Purpose: The Leech Lake Tribal College provides quality higher education grounded in Anishinaabe values. We are devoted in providing our students with the skills to promote well-being and for themselves and their families through providing students, employees and the community with a safe and healthy environment, in conformance with the intent of Minnesota Clean Indoor Air Act and National Congress of American Indians Resolution # TUL-05-101/resolution 74-05. Knowing that smoking has a significant negative impact on the health and wellbeing of smokers and non-smokers



alike, this policy is designed to include all commercial tobacco products including, but not limited to, cigarettes, smokeless tobacco and electronic cigarettes.

Policy: Commercial Tobacco/smokeless tobacco and electronic cigarettes usage is prohibited on all campus properties including all buildings, college vehicles, parking lots, walking trail, and garages.

Policy Implementation: This policy will be effective the start of fall term 2014 August 18th.

Policy Enforcement: Enforcement of this policy will depend upon the cooperation of all faculty, staff, and students as well as campus visitors helping us care for the land and people by promoting a clean, safe, healthy environment in which to work, study, and live. The college will give short trainings at orientations and other training opportunities designed to assist and prepare students and staff to help one another comply with the policy.

The enforcement strategy is through peer encouragement, with the goal of changing the well-being of our community over time.

In the event of a violation, the person will be informed of the LLTC Tobacco Free campus policy. Should the individual continue to violate the policy, a report will be made by security through the use of a tobacco use grievance form to the appropriate office.

Commercial Tobacco Free Frequently asked Questions

Definitions: Commercial Tobacco is defined as tobacco products such as cigarettes, cigars, smokeless tobacco, and electronic-cigarettes. This Commercial Free Tobacco Free Policy will in no way prohibit the use of traditional/ceremonial/sacred use of tobacco or infringe in any manner on any tobacco cultivation or harvesting for spiritual and ceremonial use.

Purpose: The Leech Lake Tribal College provides quality higher education grounded in Anishinaabe values. We are devoted in providing our students with the skills to promote well-being and for themselves and their families. As we implement this new policy knowing that smoking has a significant negative impact on the health and wellbeing of smokers and non-smokers alike, this policy designed to include all commercial tobacco products including smokeless tobacco and electronic cigarettes. Reducing tobacco use also increases productivity in the workplace, decreases absenteeism, and possibly lowers excess medical expenditures and other costs associated with tobacco work in the workplace and educational setting.

1. When will the policy take effect?

The Policy took effect September 1, 2014 (or the starting date of Fall 2014 term)

2. Will the policy be in effect at all times or only during regular working hours?

The policy will be in effect 24 hours a day, 7 days a week, and 365 days a year.

3. To whom will this policy apply?

The policy will apply to all employees, students, visitors, guest, and contractors while on the Leech Lake Tribal College Campus.



4. Will the policy apply to the uses of commercial tobacco products besides cigarettes?
The policy will apply to use of all tobacco products. Use of tobacco products is defined as: the act of lighting, smoking, holding or carrying a lit or smoldering cigar, cigarette or electronic cigarette, and using smoke-less (chewing) tobacco.

5. Where will the new policy apply?
The policy will apply to:
 - All buildings on the LLTC campus
 - All outside property and grounds, including, parking areas, and walking trails
 - All college owned vehicles
 - LLTC sponsored events that are on- campus

6. Will I be allowed to use tobacco products in my car while it's parked on the LLTC campus property?
No, All outside property and grounds of LLTC campus are commercial tobacco free. This will include the parking lots.

7. If I see someone using tobacco products on the LLTC campus property, what should I do?
Any person who observes violation of the policy should discuss the policy with the person using tobacco. If tobacco use continues, violations can be reported to the campus security officer who will report them to the following supervisors:

If it is a student who continues to violate the policy it will be reported to the Dean of Student Services.

If it is a staff or faculty who continues to violate the policy it will be reported to director of Human Resources.

8. Policy enforced.....
The success of this policy will depend on the thoughtfulness, consideration, and cooperation of smokers and non-smokers alike. Everyone shares the responsibility for adhering to and enforcing this policy.

9. What resources will be available to help students and staff who want to take advantage of this opportunity to quit using tobacco products?
The Wellness Center will be providing support and referral to resources. They will be committed to ensuring that students and staff find access to assistance in quitting.



MAZINAABIKIWEBINIGANIWIGAMIG (INFORMATION TECHNOLOGY)

IT Help Desk 218-335-4269

Acceptable Use of Information Systems at Leech Lake Tribal College

Access to computer systems and networks owned or operated by Leech Lake Tribal College imposes certain responsibilities and obligations and is granted subject to college policies, and local, state, and federal laws. Acceptable use is always ethical, reflects academic honesty, and shows restraint in the consumption of shared resources. It demonstrates respect for intellectual property, ownership of data, system security mechanisms, individuals' right to privacy and to freedom from intimidation and harassment. Connection of privately owned computer equipment to college information technology services is permitted as long as college guidelines and regulations are followed.

Guidelines/Regulations for use of LLTC Computers and/or IT Resources

- Protect your User ID and Password from unauthorized use. You are responsible for all activities generated from your User ID.
- All electronic communication between and among LLTC students and personnel is to be done from LLTC assigned electronic email accounts. It is the responsibility of each student to monitor their email account for communications from the staff members, instructors and student representatives.
- Be considerate in your use of shared resources.
- Use resources only for authorized purposes.
- Respect the rights of others.
- Abide by the security restrictions on all systems and information to which you have access.
- LLTC is not responsible for damage or loss of personal equipment brought onto campus.

Unacceptable/Irresponsible Use of College Computers and Resources

- Refrain from monopolizing systems, overloading networks with excessive data, degrading services, or wasting computer time, connect time, disk space, printer paper, manuals, or other resources.
- Concealing or misrepresenting your name or affiliation to dissociate yourself from responsibility for your actions is never appropriate. One test of appropriateness would be to only "say" things via email that you would be willing to say directly to another



person. Messages sent as electronic mail should meet the same standards as tangible documents. Identify yourself clearly and accurately.

- Do not send threatening or harassing materials.
- It is unacceptable to use the LLTC college system to engage in wasteful or disruptive practices, such as creating or sending "chain letters," "broadcast" messages or unwanted material, "flaming" or overloading a system.
- Do not use email for inappropriate personal use or gain such as commercial purposes or financial gain, wagering, or fundraising, unless sanctioned by LLTC.
- Do not use another person's system, User ID, password, files or data.
- Never attempt to circumvent or subvert the system or network security measures or engage in behavior that is intended to create or propagate viruses, damage files or make unauthorized modifications to university data.
- Do not use college resources for partisan political purposes, such as using electronic mail to circulate advertising for political candidates.
- Do not make or use illegal copies of copyrighted materials or software.
- It is unacceptable to download, view, create or distribute material or visit sites that include, but are not limited to those containing pornographic, racist, hate promoting material, or other material whose access may undermine campus policies and college values.

Compliance

In circumstances of alleged or suspected abuse or misuse, an investigation will be initiated. The IT Director retains the right to revoke access, examine directories, files, or other electronic records that are relevant to the investigation. Hardware may be seized temporarily for the purposes of investigation, if necessary. Investigation and resolution, including possible disciplinary action will be governed by college policies and the student code of conduct. Disciplinary action may include suspension or expulsion.

CAMPUS RESOURCES / STUDENT LIFE

Leech Lake Tribal College has a number of resources on campus to help you navigate your educational journey with us.

Agindaasowigamig (Library)

The Leech Lake Tribal College Library offers access to technology and print and electronic resources, research and information services, study space, and additional academic support services. Students



can use their LLTC student identification cards to check out up to three resources at a time for a two-week period with the option of an additional two-week renewal. LLTC also has a reciprocal usage agreement with Bemidji State University's library, which allows students to make use of BSU library resources with use of their LLTC student identification cards and a signed BSU library borrower application form, which can be found and signed in the LLTC library by LLTC library staff.

Nando-Gikenjigewigamig (The Learning Center)

The goal of the Learning Center is to provide support services for all students and faculty at Leech Lake Tribal College. Nando-Gikenjige Wigamig hopes to illuminate some pathways to success, enrich students' post-secondary experiences, and deepen their educational satisfaction. Through group study sessions, workshops, and one-on-one mentoring with both peer and professional mentors, the Learning Center is committed to enhancing opportunities here at Leech Lake Tribal College. The students have access to computers, textbooks, and study materials. The Center is equipped with six group and five individual study areas.

Mino-ayaawigamig (Wellness Center)

The mission of the Wellness Center is to improve the health of our students and their families while providing students with a safe, confidential environment where they can seek advice and ask questions. Balance is important to maintain well-being, and we will support our students in areas of spiritual, mental, emotional, and physical health while providing a place for students to feel safe, healthy and valued. We offer a private lactation room, counseling space, donated clothing, personal hygiene items, referrals and resources to tribal and local services. We work with the other departments of the college to offer assistance with, and education about, issues concerning health, family, and stress management.

Mino-ayaawigamig also maintains responsibility for all student/staff access, training, and liability waivers for the Fitness Room located in Giizhiikaandag Wigamig (Cedar Hall) Room 200.

Student Lounge

The Student Lounge has furniture and appliances for student use. Located in Giizhiikaandag Wigamig (Cedar Hall) Room 201.

Bookstore

The LLTC Bookstore supplies all of the course textbooks, materials, and supplies for college students. The bookstore also offers a variety of promotional items such as t-shirts and sweatshirts. Located in Mitigominzh Wigamig (Oak Hall) Room 118.



STUDENT ORGANIZATIONS

AIBL (American Indian Business Leaders)

American Indian Business Leaders organized a campus chapter in 2006. The mission of AIBL is to increase the representation of American Indians and Alaska Natives in business and entrepreneurial ventures through education and leadership development opportunities. For information, contact the Business Management instructor.

AISES (American Indian Science and Engineering Society)

The mission of the American Indian Science and Engineering Society is to substantially increase the representation of American Indians and Alaska Natives in engineering, science, and other related technology disciplines. For information, contact the Earth Systems Science Research Coordinator.

AIHEC (American Indian Higher Education Consortium)

Students are offered opportunities each year to compete with students from other tribally controlled colleges in areas of math, science, computers, speech, athletics, cultural activities, art, and the "Knowledge Bowl". Students also have the opportunity to participate in the activities of the AIHEC Student Congress as well as to serve as officers of the Student Congress.

North Star STEM Alliance

LLTC Chapter students enrolled in STEM have access to:

- Funding for undergraduate research experiences
- Student employment in leadership roles
- Stipends for participation in community and professional activities
- Connections to tutoring, mentoring and study group support
- Preparation for and support in identifying undergraduate research experiences locally, nationally, and internationally
- Exploration of post-baccalaureate opportunities
- Social networking among faculty, students and STEM professionals
- Exposure to professional opportunities and professional societies

Student Senate

The primary functions of the Student Senate are the allocation of student activity funds and to provide for programs that meet the needs of the students in the area of education, culture, social activity, and student welfare. In addition, Student Senate provides for student involvement in the college decision-making process and communication between college administration and students.



Election for new officers to serve as a representative in the LLTC Student Senate are held in the fall of each year.

LLTC Athletic Program

The LLTC men's and women's basketball program was started in the fall of 2013. The team name is the Leech Lakers and the team colors are black and gold. LLTC competes in the National Junior College Athletic Association Division III level and is a member of the Northern Intercollegiate Athletic Conference (NIAC). It is the goal of the LLTC Athletic Department to provide opportunities to student athletes to enrich their collegiate experience through participation with competitive and cooperative athletic teams.

Athletic Program Guidelines

Students must be currently enrolled in a minimum of 12 credits per semester in good academic standing to be eligible to play. Students must maintain a grade point average of 2.0 or higher.

- Students must have amateur status. Individuals who have received any form of compensation for play are ineligible to participate in that sport.
- Participants will display good sportsmanship at all times in practices and competition.
- Students will adhere to all established LLTC Athletic Department conduct and disciplinary policies. Violations of these policies can result in dismissal from the team.
- Students must have current physical, medical insurance and other relevant medical information on file with the athletic department.
- Students must register in PE 110-113. One 1-credit course is required per semester (1st semester athlete – PE 110, 2nd semester athlete – PE 111, etc.)





LEECH LAKERS





Preserving culture through education

