



College of Lake County
Annual Security Report 2018
Information for the Grayslake/Lakeshore/Southlake Campuses



Campus Partnerships with Integrity, Professionalism, and Fairness

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Chief of Police



**PUBLISHED IN COMPLIANCE WITH THE
“Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act”
(previously known as the Federal Student Right to Know and Campus Security Act of 1990).**

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THE FALL 2018 ANNUAL SECURITY REPORT

Information for the Grayslake/Lakeshore/Southlake Campuses

This report contains campus safety and security information and crime statistics for 2015, 2016 and 2017. This report includes all College of Lake County campuses, unless otherwise stated.

The report is available for review online at: <http://dept.clcillinois.edu/sec/AnnualSecurityReport.pdf>. For those without computer access, a paper copy may be obtained upon request at any of the College of Lake County Police Department offices.

THE JEANNE CLERY ACT

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is the landmark federal law, originally known as the Campus Security Act, which requires colleges and universities across the United States to disclose information about crime on and around their campuses.

The “Clery Act” is named for Jeanne Ann Clery, who was raped and murdered in her dorm room in 1986. Her parents, Howard and Connie, later learned there had been more than 35 violent crimes on the campus in the three years prior to Jeanne’s attendance that the students had not been informed of. Howard and Connie joined with other campus crime victims and persuaded Congress to enact this law, which was originally titled the “Crime Awareness and Campus Security Act of 1990.”

In 2008, revisions were made to the Higher Education Opportunity Act that required additional reporting of hate crimes and emergency response and evacuation procedures by any Title IX institution, as well as missing student notification and fire safety issues by a Title IX institution that maintains an on-campus student housing facility. The College of Lake County does not maintain any on-campus student housing facilities.

In 2013, the Violence Against Women Reauthorization Act (VAWA) was signed, which now required institutions to compile crime statistics for Domestic Violence, Dating Violence, Sexual Assault and Stalking and to include applicable policies, procedures and programs in the annual security report.

LAW ENFORCEMENT AUTHORITY AND JURISDICTION

The College of Lake County is one of the largest and most vibrant of the colleges in the Illinois Community College system. CLC serves the people of Lake County at three campuses, in Grayslake, Waukegan and Vernon Hills, with a student population of over 14,000. CLC is both a center for higher education and an active part of the entire Lake County community. As with any other community of a similar size, criminal activity and emergencies do occur on campus.

To combat crime and ensure public tranquility, the CLC Police Department is staffed with state-certified police officers who are a visible part of campus life. The CLC Police Department is organized, trained and equipped to provide progressive law enforcement and emergency services to the campus community. The primary patrol jurisdiction of the CLC Police Officers is our core campus locations: Grayslake, Lakeshore and Southlake.

The CLC Police Department also provides other support services to the college community. These include:

- Parking control and traffic enforcement
- Traffic crash investigation and report preparation
- Motorist assistance with minor problems such as jump starts or recovering keys locked in cars
- Emergency first aid
- Maintenance of the campus Lost & Found

CLC Police Officers are appointed by the Board of Trustees as “Peace Officers” within the intent of the Illinois Community College Act. Under Chapter 110 of the Illinois Compiled Statutes, Sec. 805/3-42.1, members of the police department shall be peace officers and as such will have all of the powers of police officers in cities and sheriffs in counties, including the power to make arrests on view or on warrants for violations of State statutes and to enforce county or city ordinances in all counties that lie within the community college district, when such is required for the protection of community college personnel, students, property, or interests. Such officers shall have no power to serve or execute civil processes. CLC Police cooperate with all law enforcement agencies and investigate crime reports from members of the college community. Reports not relating to the College of Lake County are referred to the appropriate agency. As members of the Lake County Major Crimes Task Force, the College of Lake County Police Department has a memorandum of understanding with the Lake County Major Crimes Task Force regarding the investigation of alleged serious criminal offenses.

CLC Police Officers have the power and authority to apprehend and arrest persons involved in criminal activity on campus. In addition, officers from the municipalities of Grayslake, Waukegan and Vernon Hills have the authority to arrest for criminal violations that take place on our campuses. Each department augments and supports the other within their jurisdiction during mutual investigations, arrests, prosecutions and emergency response. Local police and CLC Police have a strong working relationship and meet regularly to exchange ideas and concerns of interest to both communities and maintain in close contact. CLC Police, Grayslake Police,

Waukegan Police and Vernon Hills Police are all members of the ILEAS (Illinois Law Enforcement Alert System) Mutual Aid Agreement.

CLC Police Officers receive basic training and certification as police officers at one of the training academies located throughout the state, regulated by the Illinois Board of Training and Standards. They receive additional training through Northeast Multi-Regional Training, Inc., Northwestern University Center for Public Safety, through in-house programs and programs offered by other law enforcement agencies and professional trainers to augment and enhance their knowledge, skills and expertise to professionally and ethically accomplish the task of community college policing. All members of the CLC Police Department are trained in their responsibilities under the Clery Act through regular in-house training and annual training provided by D. Stafford and Associates, Inc. As part of its core mission, the CLC Police Department is dedicated to ongoing training and improvement of its programs and services. The CLC Police Department Communications Center operates 24 hours a day, 7 days per week and 365 days per year. The Communications Center is located in Room E166 at the Grayslake Campus.

By mutual agreement with state and federal agencies, the CLC Police Department maintains a LEADS terminal, which provides trained and certified personnel with access to the National Crime Information Center, the Illinois Secretary of State databases, and international law enforcement information. These computer databases are used to enhance public safety by accessing criminal history data, nation-wide and international police records, driver and vehicle information, as well as other local, state and federal law enforcement information.

The CLC Police Department strives to be among the best qualified, motivated and supervised community college police departments in the state and the nation. We strive to maintain the highest ethical and performance standards in policies, procedures and actions.

The sworn personnel and support staff of the CLC Police Department are dedicated to ensuring that CLC is a safe environment for learning and teaching. The Department is committed to developing problem-solving partnerships with faculty, staff and students, as well as state and local government bodies and campus community neighbors.

Please contact us for routine business or with questions, concerns or suggestions regarding the CLC Police Department at (847) 543-2081, or by dialing extension 2081 from any campus phone, or stop by and talk with us at the CLC Police Headquarters in room E166 at the Grayslake Campus.

REPORTING PROCEDURES

The College of Lake County (CLC) encourages all members of the community to accurately and promptly report all crimes and other emergencies to the CLC Police, even when the victim of a crime elects to or is unable (physically/mentally) to make such a report. Clery-reportable incidents can also be reported to any Campus Security Authority (CSA). CSAs are any official who has significant responsibility for students and campus activities, including, but not limited to, student discipline and campus judicial proceedings, and any person who has the authority and the duty to take action or respond to particular issues on behalf of the college and has a direct relationship with students. Examples would be any Vice President, Director of Athletics, team coaches, faculty and student advisors to student groups, Human Resources, Title IX, etc.

Any emergency situation or in-progress crime can be reported to the CLC Police at extension 5555 utilizing any campus phone. Cell phone users must dial (847) 543-2081. To reach the municipal police and fire dispatchers in your area during an emergency situation, dial 911. Cell phone users must be ready to give their exact building and campus location. House phones are strategically located throughout all campus buildings.

The CLC Police Department is located in room E166 at the Grayslake Main Campus. At the Lakeshore Campus, the CLC Police Office is located in Room S126a, in the 33 N. Genesee Street building. At the Southlake Campus, the CLC Police Office is located in Room V132.

In response to crimes reported to CLC Police, officers from CLC Police, and possibly other jurisdictions such as Grayslake, Vernon Hills or Waukegan, will be dispatched to that location. They may take appropriate police or administrative action, which may include actions such as processing an arrest, issuing a trespass warning or referring the individual to the Office of Student Development.

Persons reporting crimes to the CLC Police that did not take place on any CLC Campus are promptly referred to the law enforcement agency with investigative jurisdiction.

Voluntary Confidential Reporting

The CLC Police encourages anyone who is the victim or witness to any crime to promptly report the incident to the CLC Police. If you are the victim of a crime and do not want to pursue action within the college system or the criminal justice system, you may still consider making a confidential report. With your permission, a CLC Police Officer can file a report as to the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to potentially protect the future safety of yourself and others. With this information, the college can keep an accurate record of the number of incidents involving students, employees and visitors; determine where there is a pattern of crime with regard to a particular location, method or assailant; and alert the campus community to potential dangers. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution, and when they involve allegations of sexual harassment (including sexual or domestic violence) those reports will be shared with the college's Title IX Coordinator. Reporting procedures applicable to allegations of sexual assault and domestic violence are further discussed later in this report.

CLC employs professional counselors to assist students at the college. If a student chooses to report a crime to these counselors, the student should be aware that, as a result of the negotiated rule-making process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092(f), clarification was given to those considered to be Campus Security Authorities. Campus "Pastoral Counselors" and Campus "Professional Counselors" when acting as such, are not considered to be a Campus Security Authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

College policy states that in order to aid in the prevention of further occurrences, all crimes should immediately be reported to the CLC Police Department or, if applicable, the local police department in a timely manner. Reports submitted to CLC Police provide an opportunity for CLC Police to assess reported offenses for issuance of a timely warning/crime alert and inclusion in the annual statistical disclosures required by the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act.

Additional Resources:

Grayslake Police Non-Emergency (847)223-2341

Waukegan Police Non-Emergency (847)360-9000

Vernon Hills Police Non-Emergency (847)362-4449

Counseling Center, Room A124 – Grayslake Campus (847)543-2060 or Ext. 2060 from any campus phone

Office of Student Development, Room A213 – Grayslake Campus (847)543-2048 or Ext. 2048 from any campus phone

CLC Health Center, Room E127 – Grayslake Campus (847)543-2064 or Ext. 2064 from any campus phone

CLC Women's Center, Room B113 – Grayslake Campus (847)543-2771 or Ext. 2771 from any campus phone

A Professional Counselor is defined as: An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification. CLC does not employ any Pastoral Counselors.

TIMELY WARNING NOTICES – CRIME ALERTS

The CLC Police Department is responsible for developing and sending Crime Alerts to the campus community when a crime occurs that poses a serious or continuing threat to the members of the CLC community. In the event that a crime occurs that poses a serious or ongoing threat on any of the three campuses, an alert will be issued to inform the campus community about the crime. The decision to issue a Crime Alert is based on the facts surrounding the incident, including the nature of the crime and the continuing threat to the campus community. Crime Alerts are issued for specific crime classifications: Arson, Aggravated Assault, Murder/Non-Negligent Manslaughter, Robbery and Sex Offenses, if there is deemed to be a serious or continuing threat to the community. Cases of Aggravated Assault and Sex Offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by the CLC Police. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to the community members and a Crime Alert would not be distributed. In cases involving Sexual Assault, which are sometimes reported long after the incident occurred, there is no ability to issue a “timely” warning to the community. Sex Offenses will be considered for a Timely Warning on a case-by-case basis depending on when and where the incident occurred, when it was reported and the amount of information known by the CLC Police. Crime Alerts may also be posted for other crime classifications as deemed necessary. To issue a Crime Alert, the CLC Police will inform the campus community via a CLC Alert System email. Additionally, a copy of this notice may be posted by the CLC Police in strategic locations throughout the affected campus(es). The Public Relations Department may also develop and transmit media releases to news media outlets and post Timely Warnings/Crime Alerts on the College of Lake County Website. All notices shall be provided to students and employees in a manner that is timely, that withholds the names of the victims as confidential and that will aid in the prevention of further occurrences.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The College has developed a comprehensive Emergency Operations Plan (EOP) that outlines procedures that will be followed when a state of emergency is declared. These procedures include emergency response and evacuation procedures, which are described in more detail later in this section. A copy of the plan may be viewed at www.clcillinois.edu/docs/default-source/depts/sec/emergencyopsplan.

For the purposes of the EOP, an emergency is when a situation at the college could result in any of the following events:

- The safety of the college community is at stake
- College property or infrastructure is threatened
- There is a major breakdown of communication apparatus at the college

Components of the EOP include identification of mission critical systems and services, infrastructure requirements and emergency operation center procedures. Other components include an emergency communication plan, individual crisis prevention and intervention plan, and specific plans for responding to shooting, hostage, bomb threats and other situations classified as violence or terrorism.

The EOP is tested and updated annually to reflect lessons learned and address changes in the internal or external environment that may affect the safety and security of the college.

Emergency Response / Immediate Notifications

Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff, the CLC Police Department will send an Immediate Notification via the CLC Alert System text message and email alert. The confirmation of an emergency warranting an immediate notification, the content of the notification and the segments of the community designated to receive such notification will be determined by the senior law enforcement authority present at the affected campus. The Immediate Notification will be issued to the community by the CLC Police Department, with the goal of notifying as many people as possible, as rapidly as possible. These Immediate Notifications will also inform the campus community of any recommended action to be taken or avoided. CLC Police will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise the efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

Immediate Notifications are sent via text and email messages to individuals who are registered in the CLC Alert system. All students are automatically registered in the system each semester upon registration, unless they choose to remove their contact information. All staff and faculty members are registered upon hiring and can update their contact information at any time, in order to receive these notifications. To register for this program, please go to www.getrave.com/login/clcillinois and click on the Register button. Complete the registration fields and agree to the service terms.

Follow-up information will be provided by SMS Text message (for emergency notifications), postings on the CLC Web Site (www.clcillinois.edu), emails to the campus community and press releases issued from the Public Relations Office to media outlets. To register for CLC Alerts, parents and other members of the community can contact the CLC Alert System Administrator by telephone at (847)543-2249.

Building Evacuation

In the event that a building evacuation is necessary, remain calm but leave quickly. Use stairs and not elevators, paying close attention to your surroundings as you exit. Incidents such as fire or hazardous materials releases may require alternate exit paths. Assist special needs individuals in the evacuation process, if it is possible to do so safely and they wish help. If it is not possible to evacuate special needs individuals from the building, move them to a safe stairwell (farthest from the hazard) and inform responding emergency personnel of their location. Do not use an elevator for evacuation needs.

Once outside, stay clear of the building and entryways to facilitate first responder access to the emergency. To assist emergency personnel, and for your own safety, go to the designated gathering place for your department or stay a minimum of 300 feet away from the building.

Do not attempt to re-enter the building until you are instructed to do so by the CLC Police Department or emergency responders. Do not take it upon yourself to instruct others to re-enter. This will be done by designated emergency personnel only.

Safety Coordinators and Administrators should assist others within their work areas in evacuating the building via the nearest accessible exit. They should also assist any disabled individuals in exiting the building or getting to an area of safety. Once outside, they should assist in keeping individuals away from the building and clear from fire lanes, in order not to impede emergency response vehicles.

In the event a campus emergency occurs after normal operating hours, the incident Commander, per National Incident Management System (NIMS) protocol, will contact the Chief of Police and determine if the CLC Emergency Management Team should be contacted.

Campus Evacuation

In most emergencies, complete evacuation of the entire campus is not necessary. If, however, there is a major incident such as a major hazardous materials release or threat of explosion, it may be necessary to relocate all college individuals to a safer location.

Areas nearest to the threat should be evacuated first, and subsequent evacuations should take place in order of proximity to the threat from nearest to farthest. If you are instructed by authorities to evacuate from the campus entirely, do so immediately.

Once the campus is evacuated, it will be secured and no one will be permitted to enter without proper authorization. The campus will remain closed until the decision to re-open is made by the CLC Emergency Management Team.

Safety Coordinators and Administrators should assist others within their work areas in evacuating the campus via the nearest accessible exit. They should also assist any disabled individuals in exiting the buildings or getting to an area of safety and notify emergency responders. Once outside, they should assist in keeping individuals away from the building and clear from the fire lanes, in order to not impede emergency response vehicles.

Testing Emergency Response and Evacuation

Two announced fire drills, including building evacuations, are conducted each year in the fall and spring semester on all three campuses. One announced earthquake drill and one announced tornado drill, which do not include building evacuation, are also conducted each year on all three campuses. Thus, the emergency response and evacuation procedure is tested twice annually.

During these drills, students learn the location of the emergency exits within the buildings and are provided guidance about the direction they should travel when exiting each facility for a short term building evacuation. The CLC Police do not inform students in advance about the designated locations for long-term evacuations, because those decisions are affected by the time of day, location of the building being evacuated, the availability of the designated gathering locations on campus and other factors such as the location and nature of the threat. In both cases, CLC Police will communicate information to students regarding the developing situation or any evacuation status changes.

The CLC Environmental Health and Safety Manager coordinates these announced drills, as described above, to test the emergency response and evacuation procedures, and to assess and evaluate the emergency evacuation plans and capabilities. CLC will publish a summary of its emergency response and evacuation procedures in conjunction with at least one drill or exercise each calendar year to include a description of the exercise, the date, the time and whether it was announced or unannounced.

SECURITY AND ACCESS TO CAMPUS FACILITIES

Most CLC buildings and facilities are open to the public and members of the campus community during normal operating hours. During off-hours, all campuses are locked and monitored via video surveillance systems.

Grayslake Campus

Monday through Friday from 7 a.m. to 10 p.m.

Saturday and Sunday from 8 a.m. to 8 p.m.

*Friday, Saturday, and Sunday hours may vary during the summer semesters, depending on the needs of the college.

Lakeshore Campus

Monday through Thursday from 7 a.m. to 10 p.m.

Fridays from 7 a.m. to 5:30 p.m. (may close earlier, depending on operational needs)

Saturdays from 7 a.m. to 2 p.m. (may close earlier, depending on operational needs)

Sunday – Closed

*During summer semesters, Lakeshore Campus is closed on Fridays, Saturdays and Sundays.

Southlake Campus

Monday through Thursday from 7 a.m. to 10 p.m. (CLC Police on duty to 11:00 p.m.)

Fridays from 7 a.m. to 10 p.m. (may close earlier depending on operational needs)

Saturdays from 7 a.m. to 2 p.m. (may close earlier depending on operational needs)

Sunday – Closed

*During summer semesters, Southlake Campus is closed on Fridays, Saturdays and Sundays.

CLC buildings and facilities are considered closed during Board-approved holidays. Security of the buildings at the Grayslake Campus is maintained by the CLC Police, 24 hours per day, 7 days per week. Non-sworn Community Service Officers are on duty from 11 p.m. to 7 a.m., 7 days per week. Certain sensitive areas are monitored by electronic intrusion alarms and video surveillance cameras. Outside of normal operating hours, facilities at the Lakeshore and Southlake campuses remain locked and secured. Each of the CLC campuses has established its hours based on the needs of specific academic programs. The CLC Police Department provides routine preventative patrols of all college properties on the Grayslake Campus on a 24-hour basis. Non-sworn Community Service Officers patrol from 11 p.m. to 7 a.m. CLC Police provide routine preventative patrols at the Lakeshore and Southlake Campuses during regular operating hours, as well as certain holidays, as needed. Outside of normal operating hours, entry is restricted to only those with prior authorization. CLC does not have any residence halls, dorms or any other housing facilities, either on or off campus. CLC also does not have any officially recognized student organizations with on campus or off campus housing facilities. Therefore, there is no policy concerning the monitoring and recording of criminal activity with local law enforcement agencies for officially recognized student organizations with non-campus housing facilities.

All campuses are maintained by the Facilities Department, who employ custodial, maintenance, HVAC and Environmental Health and Safety staff on an on-call 24-hour basis. All employees are issued key fobs, which provide access to designated areas. All access information is recorded. All visitors must be escorted in non-student/staff areas.

CRIME PREVENTION AND SECURITY AWARENESS PROGRAMS

Because many crimes are preventable, the College of Lake County's Police Department (CLC Police) encourages students and employees to get involved in protecting themselves and their property. We encourage everyone to take responsibility for their own safety, while also looking out for the safety of others. Here are some ways that our department helps students and employees protect themselves:

- A CLC Police escort to your vehicle from any campus building is available on a 24-hour basis at the Grayslake Campus. This service is also available at the Lakeshore and Southlake Campuses, during regular hours of operation.
- In-house emergency phone systems provide access to the police dispatcher and the department's enhanced emergency phone system, which immediately traces each on-campus call to provide the location of a caller in need, even if the call is disconnected.
- Emergency call boxes are located in student parking lots 2, 3 and 5, staff lots 1, 7 and 8, and outside six main entrances at the Grayslake Campus. There are two call boxes on each floor of the parking garage located at the Lakeshore campus, 30 North Sheridan. There are no call boxes at the Southlake Campus.
- Emergency Preparedness training is organized by the Professional Development Center, covering topics such as Active Shooters, External Threat Lock Downs and Workplace Violence. Sessions are held during regular semesters with day and evening hours at Grayslake, Lakeshore and Southlake Campus locations.
- CLC Police maintains a staffed, 24-hour Communications Center at the Grayslake Campus, which has radio communication with all Police and Facilities personnel.

Education is an important part of preventing crime. The CLC Police Department makes ongoing efforts to educate the ever-changing college community about common sense precautions. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

Some of these include:

Crime Prevention Programs

- **Campus Watch Program:** A modification of the National Block Watch Program, specifically designed to educate students, staff and other members of our college community about crime issues specifically related to them. Campus Watch meetings are held regularly on the third Tuesday and Wednesday of each month at 1:00 p.m. at all campuses.
- **S.A.F.E (Self-Defense Awareness & Familiarization Exchange) Program:** A crime prevention program that provides an educational resource to women within the college community that introduces them to self-defense and creates an opportunity for participants to receive information that may reduce their risk of exposure to crimes of violence. The program consists of a two-hour long self-defense and

familiarization exchange program that distributes crime prevention information for home study and reference, and is a public relations program sponsored by the National Self-Defense Institute. This program is presented in conjunction with the CLC Women's Center and the Zacharias Center for Sexual Abuse two to three times per semester.

- CLC Sexual Assault and Violence Elimination (CLC SaVE) Events: The CLC SaVE Committee facilitates and sponsors three to four live events in the fall and spring semesters focusing on the ongoing campaign to eliminate campus sexual assault, domestic violence, dating violence and stalking.
- All new enrolling students are offered free online courses for the prevention of Domestic Violence, dating violence, sexual assault, stalking and drug and alcohol abuse.

Security Awareness Programs

Classroom presentations on various subjects related to preventing crimes and educating members of our community about current crime trends likely to affect members of our campus community are presented by request.

Beginning in January 2015, all college employees are required to successfully complete online Campus SaVE Act Primary Prevention training aimed at the elimination of campus sexual violence. This program fulfills the educational objectives below:

- Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct
- Defines, using definitions provided both by the Department of Education as well as state law, what behavior constitutes domestic violence, dating violence, sexual assault and stalking
- Defines what behavior and actions constitute consent to sexual activity in the State of Illinois and using the definition of consent found in the Student Code of Conduct

Beginning in August of 2015, all incoming students are provided with online Campus SaVE Act Primary Prevention training aimed at the elimination of campus sexual violence. This program fulfills the educational objectives below:

- Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct.
- Defines using definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating violence, sexual assault and stalking.
- Defines what behavior and actions constitute consent to sexual activity in the State of Illinois and using the definition of consent found in the Student Code of Conduct.
- Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional

structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

- Provides information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
- Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.
- Conducts presentations to students participating in the New Student Orientation Tours at the Grayslake Campus, Lakeshore and Southlake Campuses during the first two weeks of each semester, educating new students about the services provided by the CLC Police Department and how to avoid being the victim of common campus crimes (presented by CLC Police personnel).
- Campus Emergency Preparedness Guides are used as a resource for students and employees. These are found posted on walls, in the classrooms, offices and online.
- Special Crime Alerts, in addition to previously described Timely Warnings and Emergency Notifications, are prepared as needed and distributed selectively throughout the campus(es), as needed.
- Active Threat Training is conducted by the CLC Police and the Professional Development Center approximately one time per semester at the Grayslake Campus during Spring and Fall Semesters. Sessions are held during day and evening hours at Grayslake, Lakeshore and Southlake campuses.

ALCOHOL, DRUG AND WEAPONS POLICIES

Alcoholic Beverages

Generally, the sale, use, possession or consumption of alcoholic beverages is not permitted on campus. The exceptions are meetings or other functions where permits have been obtained in advance. CLC Police Officers are responsible for enforcing state underage drinking laws.

Illegal Drugs

CLC Police Officers enforce all state and federal laws as well as policies of the college regarding illegal drugs. The possession, use and sale of illegal drugs is prohibited on all property owned or controlled by the College of Lake County.

Possible Disciplinary Sanctions

CLC will impose appropriate disciplinary sanctions on students for the illegal possession, use, or distribution of drugs and/or alcohol in accordance with the Student Rights and Responsibilities Policy and Procedures, copies of which can be obtained from the office of the Associate Vice President of Student Development, www.clcillinois.edu/student-services/student-behavior and/or through the CLC On-Line Learning Management System. Student disciplinary sanctions may vary from a warning to expulsion from CLC, arrest and criminal prosecution.

CLC will impose appropriate disciplinary sanctions on employees for the illegal possession, use or distribution of drugs and/or alcohol in accordance with applicable policies and procedures as set forth in the Board of Trustees Policy Manual and Employee Handbooks. Employee disciplinary sanctions may vary from warning to termination from employment and criminal prosecution.

Definitions of Sanctions the College of Lake County May Impose Following a Final Determination of Any Student Institutional Disciplinary Proceeding

In keeping with the essential values of the College of Lake County, sanctions are designed to promote its educational mission. Sanctions may also serve to promote safety or to deter students from behavior that harms, harasses or threatens people or property. Possible sanctions may include the following:

- a. **Warning:** A warning is a verbal or written directive to cease and desist from behaviors that may be in violation of the Student Rights and Responsibilities Policy and/or state law.
- b. **Reprimand:** Reprimand is an official statement to the student that he/she has been found guilty of misconduct as defined in the Student Rights and Responsibilities Policy and/or state law.
- c. **Restitution for Damages:** The student may be directed to pay for damages caused by his or her actions. Failure to pay damages could result in additional sanctions.
- d. **Behavioral Contract:** A behavioral contract is a contract under which the student agrees to modify his/her behavior. If the student fails to fulfill the terms of the contract, the Associate Vice President for Student

Development could suspend the student and/or apply additional sanctions. As part of the contract, a student may be required to complete a specified number of hours of community and/or college service.

- e. **Notice of Trespass:** A Notice of Trespass, issued by the CLC Police Department, denies the right of an individual to be on college property for a specific period of time. This notice may be issued for a specific location, time period, or for all college properties and activities. These stipulations are established and issued based upon the totality of the situation and in the interest of public and institutional safety. Violations of a Notice of Trespass may result in the violator being arrested and charged criminally. All student Trespass Notices may be appealed to the Office of Student Development.
- f. **Suspension:** Suspension denies the right to participate in any academic or other activities of the college and to be on any college-owned or controlled premises for a period of time not to exceed one semester.
- g. **Expulsion:** Expulsion denies a student the right to participate in any academic or extracurricular activities associated in any way with the college, or to be present on any college owned or controlled properties. The expulsion will be given for a defined period of time, from one semester to indefinitely. Students expelled within a semester or summer term will be administratively withdrawn from classes.

See Student Rights and Responsibilities Policy #403 for a complete explanation of the Institutional Disciplinary Process.

Health Risks

Alcohol and drugs are mood-altering in some fashion and affect different parts of the brain, some of which are responsible for motor skills, visual and auditory perception, short- and long-term memory, as well as emotional wellness. Depending on dosage and duration, addiction (and alcoholism) can develop. Illicit drugs and classifications of substances include marijuana, stimulants (cocaine), depressants (valium, alcohol), opiates (heroin) and hallucinogens (LSD). Substance abuse and alcohol abuse are also risk factors associate with heart disease, ulcers, HIV/AIDS, suicide and clinical depression, just to name a few. For more information, consult your physician or the CLC Health Center at (847) 543-2064, www.clcillinois.edu/student-services/additional-services/health-center.

Counseling

Drug and alcohol counseling, rehabilitation and employee assistance programs (EAP) are available through the CLC Human Resources Office, (847) 543-2065.

- CLC Counseling, Advising, and Transfer Center (847) 543-2060
www.clcillinois.edu/student-services/counseling-advising-transfer/counseling-services
- CLC Health Center (847) 543-2064
www.clcillinois.edu/student-services/additional-services/health-center

- Lake County Health Department:
Addiction Treatment Program (847) 377-8120
Outpatient Substance Abuse Program (847) 377-8120
Crisis Care Program (847) 377-8088

Full details on CLC's compliance with the *Safe and Drug-Free Schools and Communities Act* are contained in the "Rights and Responsibilities Concerning Alcohol and Substance Abuse at the College of Lake County" pamphlet available from the Student Life Office, (847) 543-2287.

Weapons

In compliance with the Illinois Firearm Concealed Carry Act (the "Act") (430 ILCS 66/1 et seq.), the college maintains a weapons and firearms-free campus. Except as provided elsewhere in this Policy or by statute, no person shall possess, carry or have control of a firearm, either on his or her person or in his or her vehicle, on any property owned or controlled by the college. The term "property owned or controlled by the college" includes, but is not limited to, the college's campuses in Grayslake, Waukegan and Vernon Hills and extends to any building or portion of buildings, classrooms, grounds, venues, parking areas, sidewalks, common areas or property owned or under the control of the college. The terms "firearm" or "concealed firearm" are defined in the Act.

A person with a Concealed Carry License ("Licensee") may enter upon the college's Grayslake, Lakeshore or Southlake campus with a concealed firearm in a motor vehicle, only if upon parking the vehicle in any of the college's parking areas, the Licensee immediately stores his or her firearm and ammunition in a secure case or locked container out of plain view within the vehicle, or stores the firearm out of plain view in the vehicle's trunk. In the event the Licensee stores the firearm in the vehicle's trunk, the Licensee may carry the concealed firearm only in the immediate area of the vehicle and must ensure that the firearm is unloaded at the time the Licensee exits the vehicle.

Only under emergency or exigent circumstances will the college, at the discretion of the President or designee, provide Licensee weapon storage. Except for sworn police officers, no firearm may be carried or transported in any motor vehicle owned, leased or controlled by the college. Sworn members of the CLC Police Department and visiting sworn law enforcement officers are authorized to carry firearms on all campuses in accordance with state law and departmental regulations. Notwithstanding any other provision in this policy, a Licensee does not violate this policy or the Act while he or she is travelling along a public right of way that touches or crosses any of the property owned or controlled by the college, if the concealed firearm is otherwise being transported in the vehicle by the Licensee in accordance with the Act.

Persons who violate any of the terms of this Policy shall be subject to all civil and criminal penalties as provided by law. In addition, any student found to be in violation of this Policy is subject to discipline, suspension and/or expulsion from the college. Any college employee found to be in violation of this Policy is subject to discipline, suspension or termination of employment. The college's Facilities Department and Chief of Police will develop procedures and make determinations with regard to placement of clear and conspicuous signage stating that

concealed firearms are prohibited on campus. Signs will be in accordance with the design approved by the Illinois Department of State Police and will be posted in accordance with any signage regulations promulgated by the State of Illinois.

Pursuant to the Firearm Concealed Carry Act, the college President or designee will report to the Illinois Department of State Police when a student is determined to pose a clear and present danger to himself, herself or to others, within 24 hours of the determination and in accordance with Section 6-103.3 of the Mental Health and Developmental Disabilities Code, 405 ILCS 5/6-103.3.

The Chief of Police and Administration will develop procedures in furtherance of the purposes of this policy and to ensure the college's compliance with the Act.

REPORTING THE ANNUAL DISCLOSURE OF CRIME STATISTICS

As required by federal law, the CLC Police Department's yearly crime statistics for this report are compiled on a calendar year basis in accordance with the definitions of crimes provided by the FBI for use in the Uniform Crime Reporting System. The report includes statistics for the previous three years concerning reported crimes that occurred on campus and at off-campus properties owned or controlled by the college and frequently used for academic purposes. This includes reports made to, but not limited to directors, deans, department heads, Student Life staff, Student Development staff, advisors to student organizations and athletic coaches. In addition, these statistics also include individuals referred for campus disciplinary action for categories required under the Clery Act, including liquor, drug and weapons law violations. Statistical information for certain off-campus locations or property owned or controlled by CLC, as well as public property within or immediately adjacent to and accessible from campus, is requested from the Grayslake, Waukegan and Vernon Hills Police Departments, Lake County Sheriff, Illinois State Police and other area police departments. For statistical purposes, crime statistics that are reported to any of these sources are recorded in the calendar year during which the crime was reported.

Crime Logs containing a description of criminal activity reported to the CLC Police Department within the past 60 days can be viewed online at the following web address:

www.clcillinois.edu/student-services/additional-services/police/related-links.

Crime statistic tables located at the end of this report are reflective of the requirements mandated by federal law for compiling this report, which became effective July 1, 2000.

The Clery Act requires institutions to disclose four general categories of crime statistics:

1. **Reported Offenses** consisting of: criminal homicide (including murder and non-negligent manslaughter), negligent manslaughter, sex offenses (including forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft and arson.
2. **Hate Crimes:** when any of the above offenses or any other crimes involving bodily injury or any of the following crimes were motivated, in whole or in part, by the offender's bias (bias is a performed negative opinion or attitude towards a group of persons based on their race, gender, religion, disability, sexual orientation, ethnicity, national origin or gender identity): larceny/theft, simple assault, intimidation and destruction/damage/vandalism of property (except arson).
3. **Domestic Reports:** domestic violence, dating violence and stalking.
4. **Arrests and Referrals** for disciplinary action for: illegal weapons, violations of drug laws and violation of liquor laws.

Definitions

Category 1 (from the Uniform Crime Reporting Handbook; Sex Offense definitions only are from the National Incident-Based Reporting System of the FBI)

Murder/Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another.

Negligent Manslaughter: The killing of another person through gross negligence.

Sex Offenses, Forcible:

Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without consent of the victim.

Fondling: The touching of the private body parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

Sex Offenses, Non-Forcible:

Incest: Non-forcible sexual intercourse between persons who are related to each other within the degree wherein marriage is prohibited by law.

Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Robbery: The taking or attempting to take anything from value of the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned - including joy riding.)

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.

Category 2 (from the Uniform Crime Reporting Handbook)

The following definitions are only for crimes committed as a hate crime:

Larceny/Theft: The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.

Simple Assault: The unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe lacerations, or loss of consciousness.

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism of Property (except Arson): To willfully or maliciously destroy, injure, disfigure or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth or any other such means as may be specified by local law.

Category 3 (from VAWA: Violence Against Women Act)

Domestic Violence: A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others; or suffer substantial emotional distress.

Category 4 (arrests or referrals only; do not count the offenses)

Illegal Weapons: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

Drug Violations: The violation of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Liquor Violations: The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

RESPONSE TO SEXUAL VIOLENCE

So that the college may continue to foster a climate of respect and security on campus as it relates to preventing and responding to acts of sexual misconduct, policy/procedures have been created and serve to demonstrate the college's commitment to prohibiting the acts of sexual misconduct: sexual harassment, sexual assault, sexual exploitation and other forms of sex or gender-based discrimination, as well as the acts of sexual assault, stalking, dating violence and domestic violence.

The college engages in comprehensive, intentional and integrated programming, initiatives, strategies and campaigns to end dating violence, domestic violence, sexual assault and stalking that:

1. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs and informed by research, or assessed for value, effectiveness or outcome.
2. Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that:

1. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct
2. Defines using definitions provided both by the Department of Education as well as state law, what behavior constitutes domestic violence, dating violence, sexual assault and stalking
3. Defines what behavior and actions constitute consent to sexual activity in the State of Illinois and using the definition of consent found in the Student Code of Conduct
4. Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options and taking action to intervene (see page 41 for more information).
5. Provides information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence (see page 42 for more information)
6. Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act

A. DEFINITIONS

Per VAWA (Violence Against Women Act), pertinent definitions are:

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence: A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Sexual Assault: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Fondling: The touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others; or suffer substantial emotional distress.

For the purposes of this definition: A) Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device or means follows, monitors, observes, surveils, threatens or communicates to or about, a person, or interferes with a person's property. B) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim. C) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

At the College of Lake County, the following definitions are used:

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Examples of behaviors that may constitute dating violence include the following:

- Taking away a person's cell phone during an argument so the person cannot call a friend or the police for help
- Threatening to self-harm is another does not do what is said
- Threatening to physically assault someone the individual is dating if the person does not do what is said

Domestic Violence: Felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Examples of behaviors that may constitute domestic violence include the following:

- Hitting, punching, pinching, slapping or choking someone with whom the person is intimately involved
- Violating a protective order
- Harming a person's animals or children while in an intimate relationship

Sexual Assault includes:

Non-Consensual Sexual Contact (or attempts to commit): any intentional sexual touching with any object(s) or body part that is without consent and/or by force

Sexual Contact is defined as kissing or touching another's intimate parts. Intimate parts include but are not limited to a person's groin, buttocks, mouth or breasts

Non-Consensual Sexual Intercourse (or attempts to commit) defined as penetration, no matter how slight, of a person's vagina, anus, or mouth with any object(s) or body part that is without consent and/or by force

Examples of behaviors that constitute sexual assault include the following:

- Having sex with an unconscious or semi-conscious person
- Having sex with someone who is asleep or passed out
- Having sex with someone who has said "no."
- Having sex with someone who is not reciprocating body movement
- Allowing another person to have sex with your partner without his or her consent
- Having someone perform sexual acts as a condition of acceptance into a club, athletic organization or any other organization affiliated with CLC. This includes acts of intercourse; penetration of the vagina, anus, or mouth with any object; being made to facilitate the abuse of another; assisting with physically assaulting another's private parts; or purchasing or providing alcohol or drugs to another for the purposes of facilitating a sexual assault (includes all forms of sex-based hazing).
- Having sex with a person who is vomiting, unable to stand without assistance or has had to be carried to bed by a partner
- Telling someone you will "out" them if they don't engage in sex (disclose their sexual orientation without their consent)

- Telling someone you will fail them or give them a grade different from what they deserve if they don't agree to have some form of sexual contact

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others; or suffer substantial emotional distress.

For the purposes of this definition: course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly or through third parties, by any action, method, device or means follows, monitors, observes, threatens or communicates to or about, a person, or interferes with a person's property. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Examples of behavior that constitute stalking include:

- Repeatedly communicating with a person who doesn't wish to be communicated with
- Follow a person or lying in wait for a person
- Sending unwanted gifts to another

Consent: In Illinois, consent is defined as a freely given agreement to the act of sexual penetration or sexual conduct in question. Lack of verbal or physical resistance or submission by the victim resulting from the use of force or threat of force by the accused shall not constitute consent. The manner of dress of the victim at the time of the offense shall not constitute consent. A person who initially consents to sexual penetration or sexual conduct is not deemed to have consented to any sexual penetration or sexual conduct that occurs after he or she withdraws consent during the course of that sexual penetration or sexual conduct (720 ILCS 5/11.1.70).

B. EDUCATION AND PREVENTION PROGRAMS

The college has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students, participating in and presenting information and materials during new employee orientation, and the distribution of information and engagement in educational activities for employees and students that is ongoing.

The college offered the following primary prevention and awareness programs for all incoming students in 2017:

Name of Program	Date Held	Location	Targets
Freshman Seminar "Not Any More"	August 30, 2017 August 31, 2017	Grayslake Campus	DaV, SA, DV, S

DV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault, and S means Stalking

- Beginning in August of 2015, all incoming students are provided with online Campus SaVE Act primary prevention training aimed at the elimination of campus sexual violence.
- Beginning in January, 2015, all college employees are required to successfully complete online Campus SaVE Act primary prevention training aimed at the elimination of campus sexual violence

The college offered the following ongoing awareness and prevention programs for students in 2017:

Name of Program	Date Held	Location Held	Targets
Freshman Orientation "Not Any More"	August 30, 2017 August 31, 2017	Grayslake Campus	S, SA, DV, DaV
SaVE	January through December 2017, 9 meetings	Grayslake Campus	DaV, SA, DV, S
Clery Compliance	January 2017 April 2017 August 2017 September 2017	Grayslake Campus	DaV, SA, DV, S CSAs
Title IX Review and Training	April 2017 (3) August 2017 (2) October 2017	Grayslake Campus	SA, Staff

DV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault, S means Stalking, CSA means Campus Security Authorities, and Staff means CLC Employees

CLC SaVE Committee

In 2014, the college established the CLC Campus SaVE Committee. The committee consists of members from Student Affairs, Human Resources, CLC Police Department, Athletics, Judicial Affairs, the Title IX Coordinator, the Clery Compliance Coordinator, select faculty, staff and students, as well as representatives from Zacharias Center for Sexual Abuse, A Safe Place and the Lake County State’s Attorney. The committee meets quarterly and is responsible for developing, reviewing and revising protocols and procedures for addressing violence against women on campus.

C. PROCEDURES FOR MAKING A REPORT OF SEXUAL ASSAULT OR OTHER SEXUAL VIOLENCE, DATING VIOLENCE, DOMESTIC VIOLENCE OR STALKING

The college has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence and stalking, including informing individuals about their right to file a criminal complaint as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation and working accommodations, if reasonably available. The college will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to the CLC Police Department or local law enforcement. Students and employees should contact the college’s Title IX Coordinator, Teresa G. Aguinaldo, Dean of Student Life, 19351 West Washington Street, Grayslake, Illinois 60030-1198, location B106B. Her telephone number is (847) 543-2288 and her email address is com401@clcillinois.edu. The Title IX Coordinator works closely with Human Resources which is the primary office that investigates and resolves complaints of sex-based discrimination where an employee is the accused.

After an incident of sexual assault or domestic violence, the victim should consider seeking medical attention as soon as possible at the closest hospital/health facility or via Zacharias Sexual Abuse Center by dialing their 24-

hour hotline at (847) 872-7799 (the center will also send an advocate to the hospital). Victims of domestic violence should also consider contacting A Safe Place Hotline at (847) 249-4450. The CLC Police Department has a helpful brochure that includes more information on offices, agencies, and services for sexual assault survivors at the college, which can be located at <http://www.clcillinois.edu/docs/default-source/depts/sec/sexualassaultbrochure.pdf>.

In Illinois, evidence may be collected by trained SANE nurses (Sexual Assault Nurse Examiners) even if you chose not to make a report to law enforcement. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted, if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to college hearing boards/investigators/decision-makers or police. Contact information for local police departments is provided below:

Local Police Department	Address/Location on Campus	Phone Number
Grayslake Police Department	10 S. Seymour Ave. Grayslake, IL 60030	(847)223-2341
Waukegan Police Department	420 Robert V. Sabonjian Pl. Waukegan, IL 60085	(847)360-9000
Vernon Hills Police Department	754 Lakeview Parkway Vernon Hills, IL 60061	(847)362-4449

Although the college strongly encourages all members of its community to report violations of this policy to law enforcement (on campus or off campus), it is the victim’s choice whether or not to make such a report and victims have the right to decline involvement with the police. The CLC Police or the Title IX Coordinator will assist any victim with notifying local police if they so desire. Local police may or may not share the report with the college, hence, if a victim wants CLC to be aware of the assault or act of domestic violence, dating violence or stalking, he or she should also notify CLC Police and/or the Title IX Coordinator.

If you have been the victim of domestic violence, dating violence, sexual assault or stalking, you should report the incident promptly to the Title IX Coordinator by calling, writing or coming into the office to report in person and to the CLC Police Department (if the victim so desires). The college will provide resources on campus, off campus or both, that include medical and health care to persons who have been victims of sexual assault, domestic violence, dating violence or stalking, and will apply appropriate disciplinary procedures to those who violate college policies. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with CLC Police or other law enforcement to preserve evidence in the event that the victim changes her/his mind at a later date.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the college, below are the procedures that the college will follow, as well as a statement of the standard of evidence that will be used during any judicial hearing on campus arising from such a report:

Incident Being Reported:	Procedure College of Lake County Will Follow:	Evidentiary Standard
Sexual Assault	<ol style="list-style-type: none"> 1. Depending on when reported (immediate vs. delayed report), the college will provide complainant with access to medical care. (Officers cannot transport victims, but can call an ambulance, if requested or needed.) 2. The college will assess immediate safety needs of complainant. 3. The college will assist complainant with contacting local police, if complainant requests AND complainant will be provided with contact information for local police department. 4. The college will provide complainant with referrals to on and off campus providers. 5. The college will assess need to implement interim or long-term protective measures, such as change in class schedule, and/or a “No Contact” directive between both parties. 6. The college will provide a “No Trespass” directive to accused party if deemed appropriate. 7. The college will provide written instructions on how to apply for a Protective Order. 8. The college will provide a copy of the appropriate policy to complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution. 9. The college will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged, and what the outcome of the hearing/decision- making process is. 	Preponderance of the evidence, which means for a finding of responsibility that it is more likely than not that the misconduct occurred.

Incident Being Reported:	Procedure College of Lake County Will Follow:	Evidentiary Standard
	<p>10. The college will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.</p>	
Stalking	<ol style="list-style-type: none"> 1. The college will assess immediate safety needs of complainant. 2. The college will assist complainant with contacting local police, if complainant requests, AND complainant will be provided with contact information for local police department. 3. The college will provide written instructions on how to apply for Protective Order. 4. The college will provide written information to complainant on how to preserve evidence. 5. The college will assess need to implement interim or long- term protective measures to protect the complainant, if appropriate. 6. The college will provide a “No Trespass” directive to accused party, if deemed appropriate. 7. The college will provide on and off campus resource information. 	Preponderance of the evidence.
Dating Violence	<ol style="list-style-type: none"> 1. The college will assess immediate safety needs of complainant. 2. The college will assist complainant with contacting local police, if complainant requests, AND complainant will be provided with contact information for local police department. 3. The college will provide written instructions on how to apply for Protective Order. 4. The college will provide written information to complainant on how to preserve evidence. 5. The college will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate. 6. The college will provide a “No Trespass” directive to accused party, if deemed appropriate. 	Preponderance of the evidence.

Incident Being Reported:	Procedure College of Lake County Will Follow:	Evidentiary Standard
	7. The college will provide on and off campus resource information.	
Domestic Violence	<ol style="list-style-type: none"> 1. The college will assess immediate safety needs of complainant. 2. The college will assist complainant with contacting local police if complainant requests AND complainant will be provided with contact information for local police department. 3. The college will provide written instructions on how to apply for Protective Order. 4. The college will provide written information to complainant on how to preserve evidence. 5. The college will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate. 6. The college will provide a “No Trespass” directive to accused party, if deemed appropriate. 7. The college will provide on and off-campus resource information. 	Preponderance of the evidence.

D. ASSISTANCE FOR VICTIMS: RIGHTS AND OPTIONS

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the college will assist victims of sexual assault, domestic violence, dating violence and stalking and will provide each victim with a written explanation of their rights and options.

Order of Protection

The college complies with Illinois State Law in recognizing orders of protection and any person who obtains an order of protection from Illinois or any other U.S. state should provide a copy to the CLC Police Department and the Office of the Title IX Coordinator. A complainant may then meet with campus police to develop a Safety Action Plan, which is a plan for campus police and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: police escorts, special parking arrangements, providing a temporary cell phone, changing classroom location, or allowing a student to complete assignments from home or other measures as determined appropriate by the college.

The college cannot apply for a legal order of protection for a victim from the applicable jurisdiction(s). The victim is required to apply directly for these services. An order of protection for domestic violence is a court order which restricts an abuser and only is available to family or household members.

A Domestic Violence Order of Protection, Civil No Contact Order or Stalking No Contact Order is issued to stop abusers from harming or stalking victims. For assistance in obtaining any one of these orders of protection, please contact **A Safe Place at 847-360-6471**. If there is a pending criminal case, please remain in contact with the State's Attorney's Office Victim Assistance Coordinator (847-377-3000) to ensure the status of the criminal case and to make notifications of changes in your contact information, residence, place of employment, etc.

The Illinois Crime Victims Compensation Act

In Illinois, a victim of domestic violence, dating violence, sexual assault or stalking may be provided up to \$27,000 in financial assistance for certain out-of-pocket expenses resulting from the crime.

Who can apply for compensation as the result of a sexual assault:

- The victim. The actual victim of sexual assault can apply for any compensable expense, such as medical/hospital expenses, counseling or loss of earnings.
- The spouse and parents of a sexual assault victim. The spouse and parents of a sexual assault victim can apply for any compensable expense, such as their own counseling or loss of earnings incurred while caring for a sexual assault victim.
- The victim's minor siblings or children. If the victim has minor siblings or minor children (under the age of 18), these individuals can apply for their own counseling expenses.

What a sexual assault victim must do to be eligible for compensation under the Act: Notify law enforcement within 7 days of the incident. If you go to a hospital and have a sexual assault evidence collection kit performed or if you obtain an Order of Protection or a Civil No Contact Order, this is considered notification. File the application within 2 years of the date of the crime or within 1 year of the filing of a criminal charge, whichever is later. The victim and claimant must cooperate with law enforcement officials in the apprehension and criminal prosecution of the offender. Having a sexual assault evidence collection kit performed at a hospital and submitted to the police as evidence is considered cooperation. The victim must not have contributed to his/her injury by: engaging in a wrongful act; being the offender or accomplice of the offender; or substantially provoking the incident. An individual is not eligible to be paid compensation until the victim is released from probation, parole, mandatory supervised release for a felony or from a correctional institution. However, the claim must still be filed with 2 years of the date of the crime or 1 year of the criminal charge.

Because child victims of sexual assault sometimes do not tell anyone about an assault until years after the incident occurred, for juvenile victims under the age of 18, the "crime date" is the date the incident is reported to a parent, teacher or other responsible party.

Criminal Prosecution

If an arrest was not made and you wish to seek criminal charges against your abuser, bring all relevant information, including the police report number, to your local State's Attorney. It may be helpful to contact a local domestic violence program so they can help you through the system.

College of Lake County Issued No Contact Order and Other Options

The college may issue an institutional no contact order, if deemed appropriate or at the request of the victim or accused. Upon the victim’s request and to the extent of the victim’s cooperation and consent, college offices will work cooperatively to assist the victim with their health and physical safety and to ensure that their work and academic status are protected, pending the outcome of a formal college investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic, living, working, or transportation situations regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for a different section, etc. Possible changes to working situations may include changing working hours. Possible changes in transportation may include having the victim or perpetrator park in a different location, assisting the victim/perpetrator with a safety escort, etc. To the extent possible, CLC will provide assistance with and/or information about obtaining resources and services such as counseling, health services, visa and immigration assistance and assistance in notifying appropriate law enforcement.

Additionally, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20)). Further, the Institution will maintain as confidential any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The college does not publish the name of crime victims nor house identifiable information regarding victims in the campus Police Department’s Daily Crime Log or online. Victims may request that directory information on file be removed from public sources by contacting Human Resources, your Dean, or the Title IX Coordinator.

E. RESOURCES FOR VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

On-Campus

Resource	Address/Location on Campus	Phone Number
CLC Counseling Center	Grayslake Campus A124	(847)543-2060
Student Health Center	Grayslake Campus E127	(847)543-2064
CLC Police	Grayslake Campus Office E166 Lakeshore Campus 128 Madison Street, Waukegan Southlake Campus: Office V132	(847)543-2081

Resource	Address/Location on Campus	Phone Number
Office of the Title IX Coordinator	Grayslake Campus Office B106B	(847)543-2288
CLC Women's Center	Grayslake Campus Office B113	(847)543-2771
CLC Student Development	Grayslake Campus Office A213	(847)543-2048
CLC LGBTQ Resource Center	Grayslake Campus Office B113d	(847)543-2529

Off-Campus

Resource	Address/Location	Phone Number
Grayslake Police Department	10 S. Seymour Ave. Grayslake, IL 60030	847)223-2341
Waukegan Police Department	420 Robert V. Sabonjian Pl. Waukegan, IL 60085	(847)360-9000
Vernon Hills Police Department	754 Lakeview Parkway Vernon Hills, IL 60061	(847)362-4449
Lake County Health Department	Waukegan, IL	(847)377-8180
Lake County Health Department	Libertyville, IL	(847)367-1000
Lake County Health Department	Round Lake Park, IL	(847)546-0080
A Safe Place Hotline (Domestic Violence)	2710 17 th St., Suite 100 Zion, IL 60099	(847)249-4450
Victim's Assistance Unit, Lake County State's Attorney (Assistance with Orders of Protection, No Stalking and No Contact Orders)	18 N. County St., Room D-100, Waukegan, IL 60085	(847)360-6471 https://www.lakecountyil.gov/DocumentCenter/Home/View/2431
Navy Base Family Advocacy Center (Department of Defense Family Services)	Great Lakes Navy Base, North Chicago, IL	(847)688-3603
Hospital Offering Forensic Evidence Collection: Advocate Condell Hospital	801 South Milwaukee Ave. Libertyville, IL 60048	(847)362-2000

Resource	Address/Location	Phone Number
Zacharias Center for Sexual Abuse (Counseling and Advocacy Services for Victims of Sexual Assault)	4275 Old Grand Ave. Gurnee, IL 60031	(847)244-1187
Visa & Immigration Assistance: Catholic Charities	671 S. Lewis Waukegan, IL 60085	(847)782-4000

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

Rape, Abuse and Incest National Network: <http://www.rainn.org>

Department of Justice: <http://www.ovv.usdoj.gov/sexassault.htm>

Department of Education: <http://www2.ed.gov/about/offices/list/ocr/index.html>

Lake County State's Attorney: <https://www.lakecountyil.gov/DocumentCenter/Home/View/2431>

F. INVESTIGATION OF VIOLATIONS

Reports of all domestic violence, dating violence, sexual assault and stalking made to CLC Police will automatically be referred to the Title IX Coordinator for investigation regardless if the complainant chooses to pursue criminal charges.

The college disciplinary process is consistent with the Institution's policies and will include a prompt, fair and impartial investigation and resolution process transparent to the accuser and the accused.

Usually, the resolution of complaints of sexual misconduct are completed within 60 days of the report; however, the proceedings timeframe allows for extensions for good cause with notice to the accuser and the accused of the delay and the reason for the delay. Investigators and Hearing Board members are trained annually on the issues related to domestic violence, dating violence, sexual assault and stalking, and taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. The college's policy and procedures provides that:

1. The accuser and the accused each have the opportunity to have a properly trained decision-maker that protects the safety of victims and promotes accountability
2. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present
3. The institution will allow for timely access to the accuser, the accused and appropriate officials to any information that will be used after the fact-finding investigation but during formal and informal disciplinary meeting and hearings
4. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused
5. The institution provides the accuser and accused the same opportunities to have others present during an institutional disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or proceeding

6. A decision is based on the preponderance of evidence standard, i.e., “more likely than not to have occurred” standard. In other words, the conduct process asks: “Is it more likely than not that the accused violated the college’s Student Conduct Code or Sexual Harassment Policy?”
7. The accuser and the accused will be notified simultaneously in writing of the result of any disciplinary proceeding, as well as any changes to those result or disciplinary actions prior to the time that such results become final
8. The accuser and the accused each have the right to appeal the outcome of the matter (see Step 4 in Student Process Overview) and will be notified simultaneously in writing, of any change to the result prior to the time that it becomes final and of the final result after the appeal is resolved

The college strictly prohibits retaliation – When a complainant does not consent to the disclosure of his or her name or other identifiable information to the alleged perpetrator, the college’s ability to respond to the complaint may be limited.

G. INVESTIGATION PROCEDURE

Upon notice of a potential discrimination or harassment situation related to CLC’s policy and its procedures, the Title IX or respective Deputy Title IX Coordinator will conduct an assessment to determine if the complaint constitutes a potential violation of the college’s policy/procedures. If it does not, the complaint will be dismissed (or could be referred to another department if the complaint constituted a violation of another CLC policy). If the complaint could constitute a violation of the policy/procedures, a fair and impartial investigation will be conducted by at least one trained college staff or faculty member. The college reserves the right to employ external investigators if it determines that the investigation would be best conducted in this way.

The investigation will typically include interviewing all involved parties (accused, complainant, witnesses) and the collecting of any documentation or evidence relevant to the allegation. Upon completion of the investigation, the investigator and the Title IX Coordinator/Deputy shall meet to determine if the investigation is complete. If the investigation is complete, the investigator may meet with the complainant and respondent separately after fact-finding, but before a finding of responsibility, and advise them of the facts that will be used in determining if it was more likely than not that the respondent violated the policy and it procedures. The parties will be offered an opportunity to correct any information that is factually inaccurate or to present any new information to the investigator at this time. If new information is presented that prompts the need for further investigation, the investigator will complete it based on the new information shared. If no further investigation needs to occur, the investigator will provide the final report to the respective Title IX Coordinator/Deputy. The investigator will include in their findings their determination of whether or not it is more likely than not that the respondent violated CLC’s policy/procedures and will include that rationalization in the report, which will be shared with the Title IX Coordinator or respective Deputy.

If at the conclusion of the investigation the investigator has determined that it is more likely than not that sexual misconduct occurred in violation of CLC’s policy/procedures, the following will occur based on the status of the respondent (employee or student):

If the accused party is an employee, the Title IX Coordinator/Deputy will confer with the Executive Director of Human Resources and decide on the appropriate sanction. After determining the sanction, the Coordinator will

issue the finding, the reason for the finding and the associated sanctions in writing, and send simultaneously to the complainant and respondent. Human Resources will impose the sanctions as identified by the Coordinator or Deputy, which could include options ranging from education or training to termination of employment.

If the accused party is a student, the Coordinator/Deputy Title IX Coordinator will confer with the Associate Vice President of Student Development and decide on the appropriate sanction. After determining the sanction, the Coordinator will issue the finding, the reason for the finding and the associated sanctions in writing and send simultaneously to the complainant and respondent. The Associate Vice President of Student Development will impose the sanctions as identified by the Coordinator or Deputy, which could include options ranging from education or training to suspension or expulsion from the College of Lake County.

The College of Lake County reserves the right to bring complaints forward against a student or employee and to act as the complainant for purposes of this policy. Further, a complainant need not be a member of the CLC community.

The standard of proof used to determine whether or not a violation of CLC's policy/procedures has occurred is a preponderance of evidence, which means it is more likely than not the misconduct occurred to have a finding of responsibility.

Typically, the investigation, resolution and appeal will not exceed 60 days although the college reserves the right to exceed this timeframe in order to conduct a thorough investigation. If the investigation does or is anticipated to exceed 60 days, the college will notify the complainant and respondent in writing and will advise them of the reason for the delay and the anticipated timeframe for the completion of the investigation.

The outcome/finding, the rationalization for the finding and the sanctions imposed, if any, shall be conveyed to the complainant and respondent simultaneously and in writing as noted above via the College of Lake County email system and will be delivered via US Mail at the same time.

Both the complainant and the respondent have the right to a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or hearing. An advisor may only consult and advise the complainant or respondent but may not speak for the advisee at any meeting or hearing.

Both the complainant and the respondent have the right to appeal the finding or non-finding of responsibility or the associated sanction. Appealing the finding of responsibility or non-responsibility must be based on a process error (i.e., a procedural error, not that the party didn't feel the resolution or sanction was appropriate) or the discovery of new evidence. Both parties will have five business days from notification to appeal in writing to the next level of authority, the appellate party whose decision is final.

Both individuals will be informed in writing simultaneously of any change to the results that occur prior to the time that such results become final and when such results become final. The complainant will be notified of any sanctions/outcomes that are specific to the complainant (e.g., respondent has interim suspension and is ordered by the institution to have no contact with the complainant).

H. CONFIDENTIALITY

Only State of Illinois licensed counselors or health care providers (acting in that capacity) are designated confidential resources. Students and employees who do not wish to disclose to the college a complaint of sexual misconduct should utilize health and counseling services either on campus or in the community where their confidentiality may be protected.

If the complainant reports to the college and requests confidentiality or asks that the complaint not be pursued, the college will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or request not to pursue an investigation. If a complainant insists that his/her name or other identifiable information not be disclosed to the accused individual, the college's ability to respond may be limited. If the complainant continues to ask that his or her name not be revealed, the college will take all reasonable steps to investigate and respond to the complaint consistent with the party's request, as long as doing so does not prevent the college from responding effectively to the harassment and preventing harassment of other parties. At the same time, the college will evaluate the confidentiality request in the context of its responsibility to provide a safe and nondiscriminatory environment for all persons. It is a violation of the college policy to retaliate against an individual bringing a complaint or providing information for an investigation, though the college will swiftly respond to any complaint of retaliation separate and apart from the allegation of sexual misconduct.

Education records are maintained in accordance to Family Educational Rights and Privacy Act of 1974 (FERPA). All documentation related to a student's complaint, investigation, and resolution is protected by FERPA and not available to the public. Non-identifying information may be shared with the Chief of Police in order to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. A complainant's name will never be published nor does the college house identifiable information regarding victims in the Daily Crime Log or online. Victims may request that directory information on file be removed from public sources by request. To request removal of directory information, employees should contact Human Resources and students should contact the Admissions Department. The college may share information about the respondent, if the respondent is found responsible, with other colleges.

I. SANCTIONS AND PROTECTIVE MEASURES

In all cases, investigations that result in a finding of more likely than not that a violation of the sexual harassment policy occurred will lead to the initiation of disciplinary procedures against the accused individual. College sanctions, including a verbal warning, reprimand, restitution for damages, behavioral contracts, employment termination, suspension or expulsion, may be imposed upon those determined to have violated this policy. The college may implement protective measures following the report of domestic violence, dating violence, sexual assault and/or stalking which may include some or all of the following actions: interim suspension of the accused, a "No Trespass" directive from the institution and/or a "No Contact" directive from the Dean or Campus Police. For students, sexual assault, domestic violence, dating violence and stalking are violations of the Student Conduct Code. Employees who violate this policy will be subject to discipline, up to and including termination of employment. Sexual assault, domestic violence, dating violence and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

The Title IX Coordinator or their designee will determine whether interim interventions and protective measures should be implemented, and, if so, take steps to implement those protective measures as soon as possible.

Examples of interim protective measures include, but are not limited to: a college order of no contact, adjustment of course schedules, a leave of absence or reassignment to a different supervisor or position. These remedies may be applied to one, both or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by the college.

The College of Lake County will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

SEX OFFENDER REGISTRY

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, volunteers services or is a student.

In Illinois, this information is found at: <http://www.isp.state.il.us/sor/>.

HOW TO BE AN ACTIVE BYSTANDER

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up or do something about it.”¹ We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list² of some ways to be an active bystander. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are okay.
2. Confront people who seclude, hit on and try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling or with legal assistance.

¹ Burn, S.M. (2009). A situational model of sexual assault prevention through bystander intervention. *Sex Roles, 60*, 779-792.

² Bystander intervention strategies adapted from Stanford College’s Office of Sexual Assault & Relationship Abuse.

RISK REDUCTION

With no intent to victim-blame and recognizing that only rapists are responsible for rape, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org):

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to **avoid isolated areas**. It is more difficult to get help if no one is around.
3. **Walk with purpose**. Even if you don't know where you are going, act like you do.
4. **Trust your instincts**. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling
5. **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
6. **Make sure your cell phone is with you** and charged and that you have cab money.
7. **Don't allow yourself to be isolated** with someone you don't trust or someone you don't know.
8. **Avoid putting headphones/ear buds in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
9. **When you go to a social gathering**, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. **Don't leave your drink unattended while talking, dancing, using the restroom or making a phone call**. If you've left your drink alone, get a new one.
11. **Don't accept drinks from people you don't know or trust**. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
12. **Watch out for your friends and vice versa**. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
13. If you suspect you or a friend has been drugged, **contact law enforcement immediately** (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors or nurses so they can give you the correct tests (you will need a urine test and possibly others).
14. If you **need to get out of an uncomfortable or scary situation**, here are some things that you can try:
 - a. Remember that being in this situation is not your fault. You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
 - b. Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.

- c. Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
 - d. Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
15. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.
16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

2017 CRIMINAL OFFENSES

College of Lake County Police Department

Crimes at Grayslake Campus (Grayslake, IL)

Offense Type	Year	On-Campus	Non-Campus	Public Property
Murder / Non-Negligent Manslaughter	2015	0	0	0
	2016	0	0	0
	2017	0	0	0
Negligent Manslaughter	2015	0	0	0
	2016	0	0	0
	2017	0	0	0
Sexual Assault	2015	0	0	0
	2016	0	0	0
	2017	2*	0	1
Robbery	2015	1	0	0
	2016	0	0	0
	2017	0	0	0
Aggravated Assault	2015	0	1	0
	2016	0	0	0
	2017	0	0	0
Domestic Violence	2015	0	0	0
	2016	2	0	0
	2017	1	0	4
Dating Violence	2015	0	0	0
	2016	4	0	0
	2017	0	0	0
Stalking	2015	0	0	0
	2016	1	0	0
	2017	0	0	0
Burglary	2015	1	0	0
	2016	0	0	0
	2017	0	0	2
Motor Vehicle Theft	2015	2	0	0
	2016	0	1	0
	2017	0	0	2
Arson	2015	0	0	0
	2016	0	0	0
	2017	0	0	0

Offense Type	Year	On-Campus	Public Property
Liquor Law Arrests	2015	0	0
	2016	0	0
	2017	0	7
Drug Law Arrests	2015	0	0
	2016	0	0
	2017	0	0
Weapons Violation Arrests	2015	0	0
	2016	0	0
	2017	0	0
Liquor Law Referrals	2015	4	0
	2016	2	0
	2017	2	0
Drug Law Referrals	2015	0	0
	2016	1	0
	2017	1	0
Weapons Violation Referrals	2015	0	0
	2016	0	0
	2017	0	0
Hate Crimes	2015	0	0
	2016	0	0
	2017	0	0

CLC does not have any on campus or non-campus residential facilities.

* One report was unfounded. The other incident actually occurred in the previous year, but was not reported until 2017.

College of Lake County Police Department

Crimes at Lakeshore Campus (Waukegan, IL)

Offense Type	Year	On-Campus	Public Property
Murder / Non-Negligent Manslaughter	2015	0	0*
	2016	0	0*
	2017	0	0*
Negligent Manslaughter	2015	0	0*
	2016	0	0*
	2017	0	0*
Sexual Assault	2015	0	0*
	2016	0	0*
	2017	0	0*
Robbery	2015	0	0*
	2016	0	1*
	2017	0	0*
Aggravated Assault	2015	0	0*
	2016	0	0*
	2017	0	0*
Domestic Violence	2015	0	0*
	2016	3	0*
	2017	0	0*
Dating Violence	2015	0	0*
	2016	2	0*
	2017	0	0*
Stalking	2015	1	0*
	2016	2	0*
	2017	0	0*
Burglary	2015	0	1*
	2016	0	0*
	2017	0	0*
Motor Vehicle Theft	2015	2	0*
	2016	0	0*
	2017	0	0*
Arson	2015	0	0*
	2016	0	0*
	2017	0	0*

Offense Type	Year	On-Campus	Public Property
Liquor Law Arrests	2015	0	0
	2016	0	0
	2017	0	0*
Drug Law Arrests	2015	2	0
	2016	1	0
	2017	0	0*
Weapons Violation Arrests	2015	0	0
	2016	0	0
	2017	0	0*
Liquor Law Referrals	2015	2	0
	2016	0	0
	2017	0	0*
Drug Law Referrals	2015	0	0
	2016	1	0
	2017	0	0*
Weapons Violation Referrals	2015	0	0
	2016	0	0
	2017	0	0*
Hate Crimes	2015	0	0
	2016	0	0
	2017	0	0*

*Information was received from Lake County Sheriff's Office and Illinois State Police, but not Waukegan PD.

CLC does not have any residential facilities associated with this campus.

This campus does not have any non-campus properties associated with it.

College of Lake County Police Department

Crimes at Southlake Campus (Vernon Hills, IL)

Offense Type	Year	On-Campus	Public Property	Offense Type	Year	On-Campus	Public Property
Murder / Non-Negligent Manslaughter	2015	0	0	Liquor Law Arrests	2015	0	0
	2016	0	0		2016	0	0
	2017	0	0		2017	0	0
Negligent Manslaughter	2015	0	0	Drug Law Arrests	2015	0	0
	2016	0	0		2016	0	0
	2017	0	0		2017	0	0
Sexual Assault	2015	0	0	Weapons Violation Arrests	2015	0	0
	2016	0	0		2016	0	0
	2017	0	0		2017	0	0
Robbery	2015	0	0	Liquor Law Referrals	2015	0	0
	2016	0	0		2016	2	0
	2017	0	0		2017	0	0
Aggravated Assault	2015	0	0	Drug Law Referrals	2015	0	0
	2016	0	0		2016	0	0
	2017	0	0		2017	0	0
Domestic Violence	2015	0	0	Weapons Violation Referrals	2015	0	0
	2016	0	0		2016	0	0
	2017	0	0		2017	0	0
Dating Violence	2015	0	0	Hate Crimes	2015	0	0
	2016	0	0		2016	0	0
	2017	0	0		2017	0	0
Stalking	2015	0	0				
	2016	0	0				
	2017	0	0				
Burglary	2015	0	0				
	2016	0	0				
	2017	0	0				
Motor Vehicle Theft	2015	0	0				
	2016	0	0				
	2017	0	0				
Arson	2015	0	0				
	2016	0	0				
	2017	0	0				

CLC does not have any residential facilities associated with this campus.

This campus does not have any non-campus properties associated with it.

**If there are any questions or comments about this report,
please contact Officer S. Joseph
sjoseph2@clcollinois.edu**

