



Campus Safety and Security Report 2017



Parkland College Department of Public Safety

Information provided herein is part of Parkland College's commitment to safety and security, to ensure compliance with the federal Student Right-to-Know Act and the Crime Awareness and Campus Security Act of 1990 (also known as the Clery Act).

Parkland College Police will, with all due diligence, preserve the safety of all patrons of the college.

Welcome to Parkland College.

On behalf of the women and men who form the Department of Public Safety, I would like to thank you for visiting or taking classes at our beautiful, award-winning campus!

Parkland College provides this report as a means of informing you of the policies put into place to help ensure your safety while you are on our campus, as either a visitor, a student, or a college employee. Within this report, you will find many ways in which our department works with the college to maintain an atmosphere that is conducive to the learning environment.

Each year, Parkland College embraces a diverse student body of approximately 8,000 students as well as 500 employees and countless visitors. Department of Public Safety officers will be the most recognizable members of the college community that you may encounter, as we are a uniformed department with certified police officers on campus 24 hours a day, seven days a week.

Public Safety police officers provide a law enforcement function for the college, investigating criminal activity and making arrests if/when needed. Parkland must report information regarding all criminal activity at our campus and/or arrests made by our police officers to the U.S. Department of Education on an annual basis.

As a potential or current student, employee, or guest of the college, you have a right to know the information contained in this report, presented in compliance with the Clery Act of 1991. If you have any questions regarding the details you find herein, please do not hesitate to contact me or the department's Clery compliance officer; we will be glad to offer any further insight or clarification you might need.

Again, welcome to Parkland College, and please enjoy our campus while you are here!

Sincerely,

William P. Colbrook
Director of Public Safety/Chief of Police
Parkland College



Campus Safety and Security Report

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Crime Statistics

Main Campus Crime Statistics	On Campus			Public Property			Total		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Murder	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses, Forcible	0	0	3*	0	1	0	0	1	3*
Sex Offenses, Non- Forcible	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	4	0	0	4
Aggravated Assault	1	1	0	0	1	0	1	2	0
Burglary	1	1	1	0	0	0	1	1	1
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	2	0	1	1	4	0	3	4	1
Liquor Law Violations Referred	0	0	0	0	0	0	0	0	0
Drug Law Arrests	8	6	3	20	12	1	28	18	4
Drug Law Violation Referred	2	4	0	0	1	0	2	5	0
Illegal Weapons Possession Arrest	1	0	0	0	0	0	1	0	0
Illegal Weapons Violations Referred	1	0	0	0	0	0	1	0	0
Dating Violence	0	0	1	0	0	0	0	0	1
Stalking	0	2	0	0	0	0	0	2	0
These Statistics are not required by the Clery Act									
Motor Vehicle Burglary	0	2	1	0	0	2	0	2	3
Battery									
-Simple	0	0	0	1	0	2	1	0	2
-Domestic	1	1	0	2	0	0	3	1	0
-Arrests	0	1	0	0	0	0	0	1	0
Theft									
-Under \$500	2	8	10	1	0	1	3	8	11
-Over \$500	10	6	3	0	0	3	10	6	6

*Included in Sex Offenses statistics are all reported administrative investigations, regardless of finding.

Mattis Campus Crime Statistics	On Campus			Public Property			Total		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Murder	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses, Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses, Non- Forcible	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	2	0	0	2
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	1	0	0	0	0	0	1	0	0
Liquor Law Violations Referred	0	0	0	0	0	0	0	0	0
Drug Law Arrests	1	2	0	1	9	1	2	11	1
Drug Law Violation Referred	0	1	0	0	0	0	0	1	0
Illegal Weapons Possession Arrest	0	0	0	0	1	0	0	1	0
Illegal Weapons Violations Referred	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
These Statistics are not required by the Clery Act									
Motor Vehicle Burglary	0	0	0	0	0	1	0	0	1
Battery									
-Simple	0	0	0	0	0	0	0	0	0
-Domestic	1	0	0	0	0	0	1	0	0
-Arrests	0	0	0	0	0	0	0	0	0
Theft									
-Under \$500	1	2	0	0	0	3	1	2	3
-Over \$500	0	0	0	0	0	3	0	0	3

Institute of Aviation Crime Statistics	On Campus			Public Property			Total		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Murder	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses, Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses, Non- Forcible	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	1	0	0	0	0	0	1
Arson	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0
Drug Law Violation Referred	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrest	0	0	0	0	0	0	0	0	0
Illegal Weapons Violations Referred	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
These Statistics are not required by the Clery Act									
Motor Vehicle Burglary	0	0	0	0	0	0	0	0	0
Battery									
-Simple	0	0	0	0	0	0	0	0	0
-Domestic	0	0	0	0	0	0	0	0	0
-Arrests	0	0	0	0	0	0	0	0	0
Theft									
-Under \$500	0	0	0	0	0	0	0	0	0
-Over \$500	0	0	0	0	0	0	0	0	0

Crime Statistics Overview

In 1990, the federal government, through the U.S. Department of Education, passed the Student Right-to-Know and Campus Security Act. This act requires colleges and universities to provide information to students and to employees regarding campus crime statistics. These statistics are compiled per the calendar year, January 1 through December 31. This information is provided so that current students, prospective students, employees, and visitors are aware of their environment as it relates to campus safety and security. Statistics regarding occurrences of campus crime, as reported to the Parkland College Department of Public Safety, are provided in the annual publication Campus Safety and Security Report, on the Public Safety website (www.parkland.edu/police) and at the Public Safety main office (Room A160).

Violence Against Women Reauthorization Act (VAWA)

The Violence Against Women Reauthorization Act (VAWA), which President Barak Obama signed into law on March 7, 2013, imposes new obligations for colleges and universities under its [Campus Sexual Violence Act \("SaVE Act"\) provision, Section 304](#).

As of March 7, 2014 under VAWA, colleges and universities are required to:

- Report Domestic violence, dating violence, and stalking beyond crime categories the Clery Act already mandates
- Adopt certain student discipline procedures, such as for notifying purported victims of their rights
- Adopt certain institutional policies to address and prevent campus sexual violence, such as to train in particular respected pertinent institutional personnel.

New reporting requirements from VAWA's SaVE Act provision:

- Adds domestic violence, dating violence and stalking to categories that must be reported under Clery, if the incident was reported to a campus security authority or local police agency
- Adds "national origin" and "gender identity" to the hate crime categories that must be reported under the Clery Act
- Requires, with respect to the "timely reports" the Clery Act mandates, that victim's names be withheld

The effective date for these requirements is March 7, 2014. The Department of Education will issue guidance on the annual campus security report by updating its [Handbook for Campus Safety and Security Reporting \(June 2016\)](#).

Parkland College Department of Public Safety will continue to update the Annual Crime Report as guidelines are given.

Clery Act Compliance Committee

The Jeanne Clery Act requires all higher education institutions participating in federal financial aid programs to keep and disclose information about crime on and near their campuses.

The Clery Act Compliance Committee is designed to facilitate the following:

- Review and approve Clery Act compliance policies and procedures
- Review and evaluate college compliance to policy and procedures
- Review annual crime statistics collection and reporting process
- Be empowered with accurate information regarding:
 - Annual report and daily log requirements
 - Crime classification definitions
 - How to address a program review and use Department of Education resources
- Support the college effort to identify, inform, and train campus security authorities.

Annual Disclosure Requirements

The annual crime statistics are prepared by completing a comprehensive review of all incident reports taken by the Parkland College Department of Public Safety, all crime information requested and received from a Parkland Campus Security Authority, and all crime information requested and received from local law enforcement. In order to have the most comprehensive crime information, all criminal activity should be reported to Public Safety.

The annual report, titled Campus Safety and Security Report, may be found on the Parkland College website (www.parkland.edu/police/stats.aspx), or a paper copy may be received by contacting Public Safety at 217/351-2369.

Parkland College annual crime report information is collected by the Clery Act Compliance Coordinator under the direction of the Director of Public Safety. Information is reviewed by the Clery Act Compliance Committee consisting of the Director of Public Safety, Clery Act Compliance Coordinator, and assigned Patrol Supervisor.

Daily Crime Reports

Public Safety maintains Daily Crime Report logs that record, by the date the incident was reported, all crimes and other serious incidents that occur on the Parkland College campus, in a non-campus building or property, on public property, or within the department's patrol jurisdiction.

Daily Crime Reports are available for public inspection at the Public Safety office located in Room A160.

Additionally, summary of annual crime statistics are available on the web at:

www.parkland.edu/police/stats.aspx.

The log reports include the nature, date, time, and general location of each incident reported to the Department, as well as the disposition of the complaint, if this information is known at the time the log is created.

The Department posts specific incidents within two business days of the receiving a report of an incident and reserves the right to exclude reports from the log in certain circumstances.

Crime Statistics Classifications and Categories

Geography Classifications

- On-Campus: Statistics referencing crime and/or fire activity in the immediate vicinity of the main campus grounds including academic and research areas, athletic fields and buildings, and parking lots
- Non-Campus: Statistics referencing crime and/or fire activity occurring in buildings, grounds, or property not on the college's main campus, but are owned or controlled by Parkland College
- Public Property: Statistics referencing crime and/or fire activity on public streets, sidewalks, and parking facilities that may be contiguous, but are deemed not to be a part of campus grounds

Crime Categories

Murder/Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

Negligent Manslaughter: The killing of another person through gross negligence

Robbery: Taking or attempting to take anything of value from 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: The Clery Act definition of aggravated assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. (This is the equivalence to aggravated battery in the state of Illinois.) This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

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
(Motor vehicle theft classifications are all cases where motor vehicles are taken by persons not having lawful access, even though the vehicles are later abandoned, including joy riding.)

Arson: The 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

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

Domestic Violence: Asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, a person similarly situated under domestic or family violence law or anyone else protected under domestic or family violence law.

Dating Violence: Violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.

Stalking: A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or other's safety, or to suffer substantial emotional distress.

Hate Crime Violations: The Clery Act requires institutions to separately report all Hate Crime statistics

on any of the previously mentioned offenses or any other crime involving bodily injury reported to local police agencies or to a campus security authority, that manifest evidence that the victim was intentionally selected because of the perpetrator's bias or the perpetrator perceived the person to be in one of the protected group categories. In addition to the crime categories as noted above, a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault, or other bodily injury that is motivated by the offender's bias based on one or more of the following categories: race, religion, ethnicity, gender, sexual orientation, disability, national origin, and gender identity.

Sex-Related Offenses: All sex-related offenses (for example, sexual harassment, voyeurism, and indecent exposure), will be reported in compliance with the Clery Act and VAWA.

Statistics Not Required: Parkland College Department of Public Safety's Police Division reports statistics that are not required by the Clery Act but that we feel are important for our students to be aware of. Those include Motor Vehicle Burglary (items taken from vehicles), three categories of Battery, and two categories of Theft.

Emergency Contact Information

EMERGENCIES: Immediately report all emergencies to the Parkland College Police Department as follows:

- From Parkland College phones: Dial **9-1-1** or press the **9-1-1 button** (located in the upper right corner of office phones)
- From Parkland College offices/classrooms: Click the **911 icon** (located on the desktop of campus personal computers; see image below)
- ****911 emergency call boxes** are located at main entrances and throughout the parking lots on campus**

NON-EMERGENCY SITUATIONS: Call Public Safety through our office number to report non-emergency situations:

On Campus: 2369

Off Campus: 217-351-2369

NOTE: Public Safety is available for service 365 days per year, 7 days per week, 24 hours per day



Parkland College Department of Public Safety: An Overview

The Parkland College Department of Public Safety (hereinafter also “Public Safety”) provides law enforcement and security services to Parkland College. The department is comprised of state-certified police officers, as well as security officers, telecommunicators, and civilian support staff.

Police Division

Parkland College police officers are certified by the Illinois Law Enforcement Training and Standards Board. The police department’s legal mandate and authority is derived from Illinois Compiled Statutes, Chapter 110 Section 805/3-42.1, 1993. This authorizes community colleges to have members be conservators of the peace and as such, all powers possessed by police officers, including enforcement of all traffic and criminal laws, either state or municipal.

The statutes authorize law enforcement officials’ jurisdiction, county-wide, of the counties contained within Community College #505. Parkland College District 505 includes the following counties: Champaign, Coles, Dewitt, Douglas, Edgar, Ford, Iroquois, Livingston, McLean, Moultrie, Piatt, and Vermillion.

Public Safety is authorized to enforce the rules and regulations of Parkland College in the following ways: dispersing activities not permitted under campus guidelines; issuing of parking tickets; verbal warnings to cease unauthorized activity; escorting violators from campus facilities; and making lawful arrests (including state felonies, state misdemeanors, and city ordinance violations).

In addition, our agency has sophisticated communications and radio systems to provide for instant communication between local and state agencies in times of emergency.

Please visit Public Safety’s website at www.parkland.edu/police. This site includes detailed information about our services, along with a telephone directory of key department personnel.

Security/Support Division

The Security/Support Division of the Parkland College Department of Public Safety is led by the Associate Director. The Associate Director is in charge of NIMS compliance and National Campus Safety Initiative compliance, and also serves as the emergency coordinator for the campus.

Public Safety security officers work closely with our police officers, constantly patrolling college properties and assisting employees and visitors in accessing campus facilities. They are non-sworn, uniformed officers who cannot arrest, but who will call the police when necessary.

Public Safety also utilizes telecommunicators for officer operations. The telecommunicators answer radio traffic, handle phone inquiries, and assist Parkland patrons who walk up to the office. They are also responsible for records management and employee key distribution.

Safety and Crime Prevention Information

The Parkland College Department of Public Safety is committed to providing information regarding campus safety, security, and crime prevention. This information may be disseminated and or communicated as follows (but is not limited to these measures):

- Classroom talks are given at various times throughout the year at the request of instructors on a variety of safety issues.
- Brochures are available on various topics (domestic violence, identity theft, sexual assault, and parking regulations) at the main office (Room A160), satellite offices (Rooms U136, X110), and various places on campus.
- An all-hazards presentation to faculty and staff is given at various times throughout the year.
- Rape Aggression Defense System (R.A.D.) classes are offered at various times to women. This class, currently offered at the University of Illinois Urbana campus, is usually offered in four three-hour sessions and includes lecture, discussion, and self-defense techniques.
www.rad-systems.com
- ALICE Training for faculty, staff, and students is presented throughout the year and can be available by request.
- Safety information is addressed in Parkland's Prospectus student newspaper.
- A weekly public safety message covering a variety of topics is published on the college blog and emailed out to all students and employees.
- Information can be obtained through the Public Safety website: www.parkland.edu/police as well as the web-based student/faculty portal site: <http://my.parkland.edu>

Public Safety will facilitate (per departmental discretion) various awareness campaigns based on the Public Safety education calendar and with consideration for the specific needs of the college and community.

Reporting Crime, Suspicious Activity, and Emergencies

All students, employees, and guests are encouraged to promptly report incidents of crime, suspicious activity, and emergencies as noted below:

- From Parkland College phones: **Dial 9-1-1 or 9-1-1 button** (located in the upper right corner of office phones)
- From Parkland College offices/classrooms: **Click the 911 icon** (located on the desktop of most networked computers)
- **Emergency call boxes:** Located at main entrances and throughout the parking lots on campus
- Calling 9-1-1 from a **Mobile Phone:**

NOTE: Even on Parkland's campus, dialing 9-1-1 from your mobile phone will go directly to METCAD (Champaign County's emergency response center).

WHEN TO CALL 9-1-1:

- You observe someone that appears to be in need of immediate medical care.
- You hear a scream or call for help.
- You observe a crime that is occurring or notice evidence that a crime has occurred.
- You observe a suspicious vehicle or person loitering or repeatedly driving up and down a specific area.
- You see someone suspicious entering a classroom, office, or vehicle with no apparent legitimate business.

911 Emergency Call Boxes

Emergency call boxes are located at strategic locations throughout Parkland's campus. Once the service button on an emergency call box is activated, the call of the person requesting assistance via the call box will be immediately dispatched to the Public Safety office. (Please note: Public Safety is available for service 365 days per year, 7 days per week, 24 hours per day.)

Emergency call boxes are located in the following areas:

- Between B1 and B7 parking lots
- Between B3 and B4 parking lots
- C parking lot
- Between M3 and M5 parking lots
- Front Entrances to E, G, H, S, T, and W buildings
- Planetarium entrance
- A1, B1, C1, D1, D2, D3, L1, M1, U1, U2, U8, X2 and X4 entrances
- Service Drive entrance
- Men and Women's Locker Rooms in P Building
- U-Wing loading dock

Off-Campus Crime Reporting

Parkland College relies on close working relationships with local law enforcement agencies to receive information about incidents involving students on campus. The Department of Public Safety will actively investigate any allegation of crime it receives concerning or involving a member of the campus community. If the college is notified of a situation in which a campus member is the victim of a crime,

Public Safety may issue a Campus Safety Alert. This alert will detail the incident and provide information so that the campus and affiliated community members will be made aware of the particular crime activity, as a measure to insure the prevention of any increased crime activity.

When off campus, members of the Parkland College community are encouraged to report all crimes and public safety incidents to the local police agency in a timely manner. In cases of emergency, call 9-1-1.

Campus Safety and Security

Timely Warning/Emergency Warning Notices

Timely Warning – The Clery Act requires the campus community to be alerted of certain crimes in a manner that is timely and will aid in the prevention of similar crimes. A timely warning is issued when a crime involving Clery statistics presents a serious or continuing threat to students and employees.

Emergency Warning/Notification – Any significant emergency or dangerous situation involving the immediate threat to the health or safety of students or employees on the campus.

In the event a situation arises either on or near campus that, in the judgment of the Director of Public Safety (or his designee) or other senior Parkland official(s), constitutes an ongoing or continuing threat to the campus community, a campus-wide “Timely Warning” or “Emergency Warning” notice will be issued. The warning may be issued with use of any or all of the following communication options:

- **Mass Notification System.** Parkland Alerts provides for voice and/or text messaging and email through Parkland and private mobile phone equipment
- College-wide “pop-up” messaging for all campus computers logged on to the college network
- Posting information on <http://my.parkland.edu> (web-based portal site) and www.parkland.edu
- Publication in the student newspaper, *The Prospectus*

The relational resources held within the multiple college departments will be activated to optimize communication.

Anyone with information believed to warrant a timely or emergency warning should report the circumstances to the Department of Public Safety, by phone (217/351-2369) or in person (Room A160). Contact may also be established through direct communication to any faculty or staff member, who is then responsible to immediately contact Public Safety. In any emergency, it is always appropriate to contact local emergency services at 9-1-1.

Public Safety is committed to a continual partnership with Parkland College administrators, department chairs, and community emergency response agencies to ensure that adequate policies, training programs, and resources are in place to prevent violence and crime on college property as well to provide timely warnings regarding the same.

Access to Campus Facilities

Access to Parkland College campus buildings and grounds is a privilege extended to students, faculty, staff, and authorized guests. The college encourages an open environment with limited constraints to ensure the reasonable protection of all members of the campus community. Most campus facilities are open during the weekday business hours. Individuals who wish to access college buildings or property during nonbusiness hours or for special events should contact the appropriate department chair and/or Public Safety.

Special Permissions – Building Access

Arrangements to open buildings for special programs that are scheduled throughout the college should be made with the Parkland College Department of Public Safety utilizing the 25Live scheduling software system. Upon request, faculty and staff will be given access to their offices. Faculty and staff can use their faculty/staff ID to enter the building. Students are not allowed on campus after normal business hours without faculty or staff supervision.

Security Considerations – Maintenance of Campus Facilities

Parkland College is committed to campus safety and security. Exterior lighting and landscape control is a critical part of that commitment. Representatives from various departments continually conduct security surveys to ensure campus lighting is adequate and that the landscape is appropriately controlled. Department members conduct routine checks of lighting on campus during regularly assigned patrol duties. If lights are out or dim, officers will initiate a work order, which is acted upon by representative(s) of the Parkland College Physical Plant, usually within 24 hours or next business day. We encourage community members to report any deficiency in lighting to the Physical Plant at 217/373-3769. Any guest or community member who has a concern about physical security should contact Public Safety at 217/351-2369.

Public Safety and Physical Plant representatives work together to identify inoperative locking mechanisms. We encourage community members to promptly report any locking mechanism deficiency to the Physical Plant Department at 217/373-3769, or to the Department of Public Safety at 217/351-2369.

Public Safety is available to respond to calls for service regarding unsafe facility conditions or for personal safety and property protection. These conditions may also include unsafe steps or handrails, unsafe roadways on campus, and unsecured equipment.

Crisis Management Team

Parkland College is concerned for the safety and well-being of its students, faculty, staff, and visitors. In response to this concern, we have created a Crisis Management Team.

In the event of a large-scale emergency on campus, the Crisis Management Team is responsible for managing the crisis and the aftermath. Once the immediate emergency is over, the Crisis Management

Team assists in returning the campus to normal functioning as soon as possible. The Crisis Management Team determines what services are needed to meet the needs of those impacted by the disaster and makes arrangements for those services to be provided.

The Vice President for Student Services will serve as Director of the Crisis Management Team. The Crisis Management Team includes the following Parkland College representatives:

Vice President for Student Services

Director of Public Safety

Dean of Students

Vice President for Academic Services

Dean of Counseling Services

Director of Physical Plant

Associate Director of Public Safety

Director of Marketing

Administrative representative from the area or areas directly impacted by the emergency (Department Chair, Campus Technology, other vice presidents, etc.) as determined by the Crisis Management Team Director.

Workplace/Campus Violence

Parkland College will not tolerate violence or threats on campus or in connection with college events. Individuals who violate this policy statement may be subject to disciplinary action up to and including employment termination or expulsion. Individuals who intentionally bring false charges against another may also be subject to disciplinary action up to and including employment termination or expulsion.

Behavioral Intervention Team (BIT)

Parkland College is committed to providing an environment in which individuals are free to work, learn, and teach, unencumbered and uninhibited by threat of intimidation and harm.

The [Behavioral Intervention Team](#) was created to address potential behavioral concerns with individuals. Since faculty, staff, and friends are often among the first to notice when a member of the Parkland College community is distressed or behaving in a potentially dangerous or disruptive manner, the BIT has created a “Person of Concern” confidential report. The BIT will use a collaborative approach to assess and proactively respond when an individual’s behavior causes concern. The Parkland College Behavioral Intervention Team members include:

Vice President of Student Services

Dean of Students

Director of Public Safety

Police Sergeant

Director of Athletics

Dean of Adult Education

Director of Disability Services

Director of Human Resources

Director of the Center for Academic Success
Counselors

Weapons on Campus

Unless given special permissions from the Parkland College Department of Public Safety, pursuant to Illinois law 720 ILCS 5/24-1, Unlawful Use of Weapons, all weapons are prohibited on any and all Parkland College campuses. Except for sworn police officers or other law enforcement officials, it is illegal to bring or possess ANY firearm on any Illinois school, college, or university campus.

Firearm restrictions include, but may not be limited to any air soft gun, air gun (including pellet and BB guns that utilize air, CO₂, or spring pressure to propel a projectile), or any toy gun which strongly resembles a real gun. In addition to firearms, large knives, swords, dirks, daggers and ice picks are prohibited, as well as slingshots, and explosives of any kind (including fireworks).

If any person is seen carrying or concealing a weapon in or at any facilities owned, operated, or controlled by Parkland College, information regarding same should immediately be reported to Public Safety and/or the local 911 call center. Any unauthorized person in possession of a weapon on campus is in violation of Illinois state law and is subject to arrest. Public Safety reserves the right to confiscate any device that is or could be deemed dangerous or hazardous to self or others.

In accordance with Illinois law 430 ILCS 66/65 (15), Firearm Concealed Carry Act, there is a parking lot exemption for Concealed Carry License holders in prohibited places. Any licensee prohibited from carrying a concealed firearm into the parking area of a prohibited location shall be permitted to carry a concealed firearm on or about his or her person within a vehicle into the parking area and may store a firearm or ammunition concealed in a case within a locked vehicle or locked container out of plain view within the vehicle in the parking area. A licensee may carry a concealed firearm in the immediate area surrounding his or her vehicle within a prohibited parking lot area only for the limited purpose of storing or retrieving a firearm within the vehicles trunk, provided the licensee ensures the concealed firearm is unloaded prior to exiting the vehicle.

Emergency Response and Evacuation

Emergency Preparedness

Parkland College is proactive in being prepared for emergency situations. The college activated the Emergency Management Initiative in 2005 under the leadership of the Department of Public Safety and the support of college administrators. This program has facilitated the development of a collaborative college community that is ready and willing to support and protect the campus.

- Through the National Incident Management System (NIMS), Parkland College has developed techniques that support requirements in emergency operations with a focus on Incident Command Systems and Unified Command.
- The Illinois Emergency Management Agency (IEMA) has designated Parkland College as a Ready to Respond Campus. The IEMA designation certifies that Parkland College has passed the program's rigorous campus safety criteria. The criteria addresses hazard identification, risk assessment and/or consequence analysis, operational planning, incident management, training and exercise.
- The National Oceanic and Atmospheric Administration (NOAA) National Weather Service (NWS) has designated Parkland College as a StormReady College. The NOAA NWS StormReady designation certifies that Parkland College is better prepared to save lives from the onslaught of severe weather through advanced planning, education and awareness. No community or campus is storm proof, but StormReady can help save lives.
- Partnerships have been developed with all local emergency service agencies.
- A Memorandum of Understanding Agreement was signed by representatives of Parkland College and the Department of Public Health designating Parkland College as an emergency relocation center for the Red Cross and the Clinton Power Station.
- Parkland College is an active member of the International Association of Campus Law Enforcement Administrators (IACLEA).
- Parkland College is also a charter member of the Illinois Campus Law Enforcement Administrators (ICLEA)
- Parkland College maintains a robust mass messaging system, branded as Parkland Alerts, to allow authorized officials of the college to send news and instructions simultaneously to individuals through landline phone, cell phones, text messaging, and email within moments of a reported critical incident.
- The Parkland College Department of Public Safety's police division actively coordinates and hosts practical response drills.
- Public Safety facilitates coordination and certification of eligible faculty, staff, and students in the area of American Red Cross certification for First Aid, CPR, and AED.
- All Public Safety police officers are licensed EMT-B/D or are First Responder-certified.

In the event of a significant emergency or dangerous situation on campus that involves an immediate threat to the health and safety of the campus population, the Parkland College Department of Public Safety will initiate, without delay, an emergency warning notice. The warning may be issued with use of any or all of the following communication options:

- Communication through college telephone messaging
- Voice and/or text messaging through college and private mobile phone equipment
- College-wide email system to all students, faculty, and staff
- College-wide "pop-up" messaging for all college computers logged on to the college network system
- Posting of information on the *My Parkland* web-based portal electronic bulletin board.

Taking into account the safety of the community, the notification will be sent to all parties in the Parkland College campus alert system unless issuance of the notification will, in the professional judgment of the responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The content of the message will vary depending on the situation.

Information about campus emergencies can be obtained from the following areas:

- Parkland College General Website: www.parkland.edu
- WPCD Radio Station: 88.7 FM
- Parkland College Department of Public Safety: 217/351-2369

Emergency Communications

After an emergency, such as a tornado, local telephone lines may have reduced capacity. It is not recommended to attempt to make phone calls immediately after an emergency unless it is to report a life safety situation. This practice will allow lines to remain open for emergency services and communications.

Rescue Assistance Areas

Rescue Assistance Areas are gathering points for individuals who need evacuation assistance in the event of a campus emergency. Eleven Rescue Assistance Areas have been identified across campus and are marked with illuminated signs.

In the event of an emergency, if you need assistance evacuating, go to one of the following designated areas. Rescue personnel will check these areas in the event of a campus evacuation. If necessary, use the phone to dial 9-1-1.

- A Wing: 2nd floor, elevator
- B Wing: 2nd floor, men's restroom
- C Wing: 2nd floor, men's restroom
- D Wing: 2nd floor, restrooms
- L Wing: 2nd floor, women's restroom
- M Wing: 2nd floor, Near M-209
- Student Union: 2nd and 3rd floor
elevators
- X Wing: 2nd floor, men's restroom
- X Wing: 3rd floor, restrooms
- Library: Main floor, restrooms

Automated External Defibrillators (AED)

Parkland College has several AEDs throughout the campus. Since we are continually improving on the number and locations of the AEDs, please visit www.parkland.edu/about/rescueassistance.aspx for the exact locations of AEDs on campus. As a reminder, call 9-1-1 in the event of an emergency.

Fire Safety

Fire Alarm Policy

Upon activation of the fire alarm system, all persons shall evacuate their lab, classroom, office, or any other building or structure, and meet at the predetermined emergency assembly point. For large outdoor venues, attendees should proceed towards the nearest exit and follow any verbal direction provided by safety personnel or management, when applicable. When evacuating, people should remain vigilant for dangerous or criminal activity that may have preceded the evacuation notice. Notice is given that there have been recent national trends whereby individuals, often intent on doing harm to others, will create a diversion or activate a fire alarm in an attempt to gather people in one location. Observation of this type of criminal or suspicious activity should be immediately reported to the police.

Individuals who ignore fire alarms and required evacuations may face disciplinary action. Since false alarms may lower the evacuation responses, the college will analyze the cause or causes of false alarms and work to reduce their occurrence. By reducing the number of false alarms, we hope to maintain diligence in responding.

Candles and Torches

Candles (including decorative, unburned wicks, etc.), torches, incense, and any other open flame devices are strictly prohibited in campus buildings.

Tobacco-free Environment

On July 1, 2015, Parkland College in compliance with the Smoke-Free Campus act (110 ILCS 64) has

banned all smoking and tobacco products on the school grounds. This includes but is not limited to any form of smoked tobacco, chewing tobacco and electronic cigarettes.

Victims of Crime

The Department of Public Safety and the college will treat all victims with respect, state rights and legal options clearly, and cooperate fully with them in exercising those rights. The victim of a crime has the right to have the offense investigated by criminal and civil authorities. Victims of sexual assault have the right to full and prompt cooperation and assistance in obtaining evidence that is necessary for proof of criminal sexual assault, including a medical examination, the right to freedom from pressure by campus authorities to report crimes as lesser offenses, and the right to be made fully aware of and assisted in exercising state or federal legal rights to test sexual assault suspects for communicable diseases.

The college provides counseling services through the Counseling and Advising Department located in the Student Union, Room U267. The counseling services are voluntary and without charge; counselors observe a professional code of ethics. In addition, Parkland College maintains working relationships with several local providers of medical care, including but not limited to Carle Foundation Hospital, Presence Covenant Medical Center, the Pavilion, and Community Elements.

Confidential Reporting

The Parkland College Department of Public Safety (and its partners in Clery Act compliance) encourages, but does not limit, crime reporting in the following manners:

Confidential and direct communication with Parkland College Public Safety staff (Title IX Coordinator or other Campus Security Authority) may be made, in which a personal consultation occurs to discuss the crime report. Information and matters discussed will be held in strict confidence subject only to release in accordance with regulations as established in a court of law, or by definition in the Clery Act.

Person of Concern form. The Parkland College Person of Concern form is available [online](#). This reporting tool allows information about erratic or disruptive behavior, drug and/or alcohol abuse, disturbing writings, talk of suicide or other worrisome behaviors to be anonymously reported to the Behavioral Intervention Team (BIT) without identifying the person(s) submitting the Person of Concern report. With consideration of this tool's usage intent, the BIT and the Department of Public Safety will

not attempt to make contact with persons opting to submit a Person of Concern report (excluding cases whereby potential for imminent danger exists for the person submitting the report or potential danger to the college and its community), but will investigate claims made in the report to remedy safety and/or crime concerns or take proactive measures toward education and/or crime prevention.

Sexual Misconduct

Policy Statement

Sexual assault, sexual harassment and sexual violence will not be tolerated at Parkland College. All students, faculty, staff, and visitors are subject to this policy statement. Violators may be subject to discipline including, but not limited to termination, expulsion, or other appropriate institutional sanctions. Prosecution by the criminal and/or civil justice system may also occur. Parkland College affiliates (students, faculty, staff, and/or visitors) suspected and/or accused of sexual assault, harassment or violence may be subject to disciplinary proceedings as per college policy.

Parkland College urges any individual who has been sexually assaulted or sexually harassed to report the incident to the Department of Public Safety or other trusted college official. Reporting is encouraged, even if the victim opts not to pursue legal prosecution, so that the college can make resources available to the reporting victim to assist in the associated healing process

The U.S. Department of Justice reports that acquaintances account for 67% of rapes nationwide and 90% on college campuses. These studies further conclude that a woman has between a 20-25% chance of being sexually assaulted during her college years.

Definitions

Consent is defined in Illinois 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.

Sexual Assault: "Sexual Assault" means an offense that meets the definition of rape, fondling incest, or statutory rape as used in the FBI's Uniform Crime Reporting system. A sex offense is any act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- Rape is defined as 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 is defined as the touching of the private 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.

- Incest is defined as non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape is defined as non-forcible sexual intercourse with a person who is under the statutory age of consent.

Domestic Violence: The term “domestic violence” means either felony or misdemeanor crimes of violence committed by 1) a current or former spouse or intimate partner of the victim, 2) a person with whom the victim shares a child in common, 3) a person who is cohabitation with or has cohabitated with the victim as a spouse or intimate partner, 4) 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 5) 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 1) who is or has been in a social relationship of a romantic or intimate nature with the victim and 2) 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 with the relationship. 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. *Illinois has not defined “Dating Violence” in the criminal code. There is, however, a “Teen Dating Violence” statute that is defined as “A pattern of behavior in which a person uses or threatens to use physical, mental, or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age or behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person where one or both persons are 13 to 19 years of age.”*

Stalking: The term “stalking” means 1) engaging in a course of conduct directed at a specific person that would cause a reasonable person to 1) fear for the person’s safety or the safety of others or 2) suffer substantial emotional distress. For the purposes of this definition:

- 1) 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.
- 2) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.
- 3) Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.

Education and Prevention Programs

Parkland College engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that is 1)

culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and 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

- a) Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
- b) 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;
- c) Defines what behavior and actions constitute consent to sexual activity in the State of Illinois;
- d) Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive option 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 situation of potential harm, understanding institutional structures and cultural condition that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;
- e) 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.
- f) Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

Parkland College has developed an annual educational campaign consisting of presentation that include distribution of educational materials to new students and participating in and presenting information and materials during new employee orientation.

Procedures for Reporting a Complaint

Parkland 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 criminal charges 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. Parkland College will make such accommodation, if the victim requests them and if they are reasonable and available, regardless of whether the victim chooses to report the crime to Parkland College Public Safety or local law enforcement.

The first priority in a sexual assault is the victim's safety. Those who may have experienced sexual assault, domestic violence, or dating violence are encouraged not to be afraid to seek medical attention and/or to contact the Parkland College Department of Public Safety or other trusted college

official to receive resources, professional assistance, and guidance.

If you have been a victim of sexual assault, domestic violence or dating violence, give immediate consideration to the following:

Seek medical attention immediately. With the intent of preserving evidence, and not disturbing the crime scene, victims should not shower, change clothes, or disturb the scene of the attack, but should go to the emergency room of a hospital. It is suggested that a friend accompany the victim to the hospital, if possible.

Local hospital/sexual assault resources:

- Presence Covenant Medical Center
- Carle Foundation Hospital
- R.A.C.E.S. (Rape Advocacy, Counseling, and Education Services)

Hospital personnel will treat the physical consequences of assault (injury, infection, disease and pregnancy). Hospitals can also collect evidence that will be needed in the event the victim decides to report the crime to law enforcement. Hospitals are required to inform local law enforcement agencies of sexual assault cases; however, the victim may choose whether or not to speak with police personnel, college counseling services, or to Public Safety personnel. In the event a victim of sexual assault does not have the financial means (healthcare insurance, self-pay, etc.) to pay for medical treatment resulting from the assault, upon request, local hospitals do have resources that can grant funding to pay for expenses related to sexual assault including medical procedures, exams, prescriptions, and other medications.

Reporting Sexual Assault to the Police

Although it is not required and is entirely left to the discretion of the victim, the Parkland College Department of Public Safety encourages reporting sexual assault, domestic violence, dating violence and stalking to the police. Reporting to the police may seem intimidating, but there is no need to be afraid. Police officers are specially trained to handle such situations with sensitivity and compassion, and victims can feel free to bring a friend or an advocate to accompany a police interview regarding the crime. Properly reporting assault crimes can assist the victim in regaining a sense of personal power and control over the situation.

Victims of sexual assault, domestic violence, dating violence and stalking 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 and police.

For sexual assault, domestic violence, dating violence and stalking that occurs on Parkland College properties or at any Parkland College sanctioned event or activity, contact should be made with the Department of Public Safety at 217/351-2369 or by calling 9-1-1 (on campus phones). Calling 9-1-1 on your cell phone will put you through to METCAD. They will take your information and pass it to the Parkland College Police Department, who will respond.

For off-campus incidents, victims may also feel free to contact the Parkland College Police Department as noted above, or the local police department for the city in which the incident occurred.

What Happens when Sexual Assault, Domestic Violence, Dating Violence or Stalking is reported to the Police

When a sexual assault, domestic violence, dating violence or stalking case is reported to the police department, the assigned officer will respond to meet the victim in a location preferred by the victim. The victim may request to speak with a male or female officer, depending on personal preference (if there is a preference). The officer will take a preliminary statement in order to obtain the basic facts of the case, and will likely recommend the victim seek medical attention if an assault has occurred.

Some victims of sexual assault domestic violence, dating violence or stalking, are not certain if they want to pursue criminal charges. This is a personal decision that must be made by the victim. Regardless of the choice, the Parkland College Department of Public Safety and the college will respect the decision of the victim as to whether criminal charges are pursued. As means of preventing recurrence of similar crimes, the victim is encouraged to report the crime and the name of the accused so that necessary resources and can be dedicated to recurrence prevention. Additionally, reporting allows for the provision of expanded support service information to the victim.

College Services to Sexual Assault Domestic Violence, and Dating Violence Victims

The Parkland College Department of Public Safety, in collaboration with other college departments and service providers, offers provision of the following services to victims of sexual assault, domestic violence, dating violence and stalking:

- Assurance of confidentiality regarding reporting and associated choices and investigation
- Private meeting for report submission, guidance, and referrals at a time and place as determined by the victim
- Assistance with notice of the assault to individuals(s) designated by the victim, if the victim chooses to give this type of notice
- Assistance with reporting the assault to law enforcement, if the victim chooses to report the crime and the crime occurred off campus
- Assistance and/or referral in arranging for medical services

- Referral to local counselor and resource services
- Assistance in arranging alternative academic class schedule within 24 hours of receipt of report.

Note: College policy violations are not subject to enforcement for victims of assault or other violent crimes.

Disciplinary Procedures Related to Sexual Assault

With reported cases of sexual assault, domestic violence, dating violence and stalking that come under disciplinary review, both the accuser and the accused are entitled to the following:

- The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding.
- Both the accuser and the accused are entitled to equal disbursement of information regarding disciplinary proceedings and/or associated investigations.
- Both the accuser and the accused are entitled to the same information regarding the outcome of any institutional disciplinary proceeding that is brought alleging the offense.

Risk Reduction

Although we cannot guarantee that you will never be a victim, there are steps that can be taken to minimize those chances. The following are suggestions to incorporate into daily routines:

On the Street:

- Do not walk alone unless it is absolutely necessary.
- Be aware of what is happening in your surroundings. Know where you are and where you are going.
- If you walk regularly, vary your route. Do not be predictable! Walk away from bushes, alleys and dark entryways. Stay in well-lighted areas.
- Take precaution to prevent being surprised. Attackers rely on the element of surprise. Do not wear headphones when walking alone.
- Trust your instincts. If you think you are being followed, walk toward a busy, lighted area. Scream loudly to attract attention and tell someone to call the police.
- If someone bothers you from a car, turn and walk in the opposite direction. If possible, get a license plate number. When you are in a safe place, call 9-1-1.

Jogging in Athletic Parks and Streets:

- When possible, run with a friend or in a group.

- Try to avoid running alone during the evening hours.

Social Situations:

- 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.
- 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.
- 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.
- Watch out for your friends and vice versa. If a friend seem out of it, is way to intoxicated for the amount of alcohol they've had or is acting out of character, get him or her to a safe place immediately.
- If you suspect you or a friend has been drugged, contact law enforcement immediately. Be explicit with doctors so they can give you the correct tests (You will need a urine test and possibly others)
- If you need to get out of an uncomfortable or scary situation here are some things that you can try:
 - 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.
 - 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.
 - Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate you 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.
 - 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 you need to be, etc.
- 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?
- 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.

In Your Vehicle:

- Always have keys in your hand as you approach your vehicle. Avoid having to look through bags or purses to find keys.
- Always maintain focus and attention on surroundings. Be aware of what is happening around you.

- Always look inside your vehicle in the back seat, and on the floor before you get into it.
- Upon entry to your vehicle, immediately lock doors. Keep the car doors locked and your windows up when driving.
- Always have plenty of fuel in the tank of your car.

Preparing for Vehicular Emergencies:

- Know how to change a flat tire. Make certain that the spare tire is in good condition and that the proper auto safety equipment is in your car.
- If your car breaks down at night, turn on your emergency flashers. Remain in your car with the doors locked and the windows closed until the police arrive.
- If another motorist stops to assist you, roll the window down slightly, and ask him or her to call the police or towing service.
- Always carry your cell phone or enough money to make an emergency call.

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”. 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 list of some ways to be an active bystander. Further information regarding bystander intervention may be found. 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.

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

Sex Offender, Murderer, Violent Offender against Youth Registry

Parkland College is required to inform the campus community that a list of registered sex offenders, murderers, and violent offenders against youth and associated information is available at the following law enforcement agencies:

- Parkland College Police Department, 2400 W. Bradley Ave., Room A160, Champaign
- Champaign Police Department, 82 E. University Ave., Champaign
- Champaign County Sheriff's Office, 204 E. Main, Urbana

In addition, lists of these offenders are made available through the Illinois State Police website. Parkland College is located in Champaign County and the zip code is 61821.

Sex Offender site: <http://www.isp.state.il.us/sor/>

Murderer site: <http://www.isp.state.il.us/cmvo/>

Violent Offender Against Youth: <http://www.isp.state.il.us/cmvo/>

Drug and Alcohol-Free Campus and Workplace

In compliance with the Drug-Free Workplace Act of 1989 and the Drug-Free Schools and Campuses Amendment of 1989, Parkland College prohibits the unlawful possession, use, manufacture, or distribution of drugs, alcohol, and unlawful substances by students or by employees on campus property or as part of any college activities. The unlawful possession, use, manufacture, or distribution of drugs, alcohol and unlawful substances is prohibited in the workplace and as part of the campus environment. The "workplace" encompasses all of the Parkland College campus and any property controlled by the college. Parkland College will impose sanctions on students and on employees for violation of standards of conduct, up to and including expulsion or termination of employment, and referral for prosecution for illegal activity, consistent with local, state, and federal laws. In addition, as the campus and all college properties are a smoke-free work environment, the use of any tobacco products is prohibited. This includes, but is not limited to smokeless tobacco and electronic cigarettes.

Memorandums of Understanding

The Parkland College Department of Public Safety maintains close working relationships and has established Memorandum of Understanding agreements with the following agencies: Champaign Police Department (CPD), Champaign County Sheriff's Office (CCSO), Illinois State Police (ISP), University of Illinois Police (UIPD), Urbana Police (UPD), and other law enforcement agencies.

Public Safety works closely with these agencies when incidents arise that require joint investigative efforts, resources, crime-related reports, and exchanges of information as deemed necessary. There is a county-wide Mutual Aid Agreement between the aforementioned agencies and other agencies within Champaign County.

We rely on these relationships for support on several levels. In addition to sharing critical information, Public Safety has direct contact with 911 services through Champaign Police and Fire Departments and METCAD. This arrangement gives Parkland College immediate access to mutual aid and support from all area emergency service agencies.