

# **Annual Security Report 2019**



## **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 7,000 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 eligible 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



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## Crime Statistics

### Main Campus

Criminal Offenses by Hierarchy		On Campus	Public Property	Non-Campus Property
Murder				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Negligent Manslaughter				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Rape				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Fondling				
	2018	0	0	0
	2017	1	0	0
	2016	3	0	0
Incest				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Statutory Rape				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Robbery				
	2018	0	0	0
	2017	0	0	0
	2016	0	4	0
Aggravated Assault				
	2018	0	0	0
	2017	1	0	0
	2016	0	0	0
Burglary				
	2018	0	0	0
	2017	0	0	0
	2016	1	0	0
Motor Vehicle Theft				
	2018	0	0	0
	2017	0	0	0

	2016	0	0	0
Arson				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0

Violence Against Women Act Offense		On Campus	Public Property	Non-Campus Property
Domestic Violence				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Dating Violence				
	2018	0	0	0
	2017	0	0	0
	2016	1	0	0
Stalking				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0

Arrests and Referrals for Disciplinary Action		On Campus	Public Property	Non-Campus Property
Liquor Law Arrests				
	2018	0	1	0
	2017	0	1	0
	2016	1	0	0
Drug Law Arrests				
	2018	2	1	0
	2017	0	2	0
	2016	3	1	0
Weapons Law Arrests				
	2018	1	0	0
	2017	0	0	0
	2016	0	0	0
Liquor Law Violations Referred for Disciplinary Action				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0

**Drug Law Violations Referred  
For Disciplinary Action**

2018	0	0	0
2017	0	0	0
2016	0	0	0

**Weapons Law Violations Referred  
For Disciplinary Action**

2018	0	0	0
2017	0	0	0
2016	0	0	0

**Parkland on Mattis Campus**

**Criminal Offenses by Hierarchy**

	On Campus	Public Property	Non-Campus Property
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**Murder**

2018	0	0	0
2017	0	0	0
2016	0	0	0

**Negligent Manslaughter**

2018	0	0	0
2017	0	0	0
2016	0	0	0

**Rape**

2018	0	0	0
2017	0	0	0
2016	0	0	0

**Fondling**

2018	0	0	0
2017	0	0	0
2016	0	0	0

**Incest**

2018	0	0	0
2017	0	0	0
2016	0	0	0

**Statutory Rape**

2018	0	0	0
2017	0	0	0
2016	0	0	0

**Robbery**

2018	0	0	0
2017	0	0	0
2016	0	2	0

**Aggravated Assault**

	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Burglary				
	2018	0	0	0
	2017	0	1	0
	2016	0	0	0
Motor Vehicle Theft				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Arson				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0

Violence Against Women Act Offense		On Campus	Public Property	Non-Campus Property
Domestic Violence				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Dating Violence				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Stalking				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0

Arrests and Referrals for Disciplinary Action		On Campus	Public Property	Non-Campus Property
Liquor Law Arrests				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Drug Law Arrests				
	2018	0	2	0
	2017	0	0	0

	2016	0	0	0
Weapons Law Arrests				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Liquor Law Violations Referred for Disciplinary Action				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Drug Law Violations Referred For Disciplinary Action				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Weapons Law Violations Referred For Disciplinary Action				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0

Institute of Aviation Campus

Criminal Offenses by Hierarchy	On Campus	Public Property	Non-Campus Property
Murder			
	2018	0	0
	2017	0	0
	2016	0	0
Negligent Manslaughter			
	2018	0	0
	2017	0	0
	2016	0	0
Rape			
	2018	0	0
	2017	0	0
	2016	0	0
Fondling			
	2018	0	0
	2017	0	0
	2016	0	0
Incest			
	2018	0	0
	2017	0	0
	2016	0	0
Statutory Rape			



	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Robbery				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Aggravated Assault				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Burglary				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Motor Vehicle Theft				
	2018	0	0	0
	2017	0	0	0
	2016	1	0	0
Arson				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0

Violence Against Women Act Offense		On Campus	Public Property	Non-Campus Property
Domestic Violence				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Dating Violence				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
Stalking				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0

Arrests and Referrals for Disciplinary Action		On Campus	Public Property	Non-Campus Property
<b>Liquor Law Arrests</b>				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
<b>Drug Law Arrests</b>				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
<b>Weapons Law Arrests</b>				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
<b>Liquor Law Violations Referred for Disciplinary Action</b>				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
<b>Drug Law Violations Referred For Disciplinary Action</b>				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
<b>Weapons Law Violations Referred For Disciplinary Action</b>				
	2018	0	0	0
	2017	0	0	0
	2016	0	0	0

### Hate Crimes

On the Main campus in 2018, there were 0 hate crimes.  
On the Main campus in 2017, there were 0 hate crimes.  
On the Main campus in 2016, there were 0 hate crimes.

On the Mattis campus in 2018, there were 0 hate crimes.  
On the Mattis campus in 2017, there were 0 hate crimes.  
On the Mattis campus in 2016, there were 0 hate crimes.

On the Institute of Aviation campus in 2018, there were 0 hate crimes.  
On the Institute of Aviation campus in 2017, there were 0 hate crimes.  
On the Institute of Aviation campus in 2016, there were 0 hate crimes.

### Unfounded Crimes

On the Main campus in 2018, there were 0 unfounded crimes.  
On the Main campus in 2017, there were 0 unfounded crimes.

On the Main campus in 2016, there were 0 unfounded crimes.

On the Mattis campus in 2018, there were 0 unfounded crimes.

On the Mattis campus in 2017, there were 0 unfounded crimes.

On the Mattis campus in 2016, there were 0 unfounded crimes.

On the Institute of Aviation campus in 2018, there were 0 unfounded crimes.

On the Institute of Aviation campus in 2017, there were 0 unfounded crimes.

On the Institute of Aviation campus in 2016, there were 0 unfounded crimes.

## 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.

Additionally, these statistics include people referred for campus disciplinary action for categories required under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, including liquor and drug law violations and illegal weapons possession. Statistical information for certain non-campus locations or property owned or controlled by the college, as well as public property within or immediately adjacent to and accessible from campus, are collected or requested from the applicable local and state law enforcement agencies. The college may only exclude a reported crime from the Annual Security Report or remove a reported crime from the previously reported statistics after a full investigation. Only sworn or commissioned law enforcement personnel, such as Parkland's Department of Public Safety, can make a formal determination that the report was false or baseless when made and that the crime report was therefore "unfounded."

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](http://www.parkland.edu/police)) and at the Public Safety main office (Room A160). A daily crime log is available for public review at the Public Safety Office (A160). If a crime report is determined to be "unfounded," the college will update the disposition of the complaint to "unfounded" in the daily crime log. The college will not delete the report from the crime log.

### **Violence Against Women Reauthorization Act (VAWA)**

The Violence Against Women Reauthorization Act (VAWA), which President Barack 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](#). Parkland College prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking.

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 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 was March 7, 2014. The Department of Education issued guidance on the annual campus security report by updating the [Handbook for Campus Safety and Security Reporting \(June 2016\)](#).

Parkland College will continue to update the Annual Crime Report as guidelines are given.

### **Clery Act Compliance Committee**

The Clery Act Compliance Committee is comprised of core members as well other auxiliary members who may only be asked to attend when input on their relevant areas of expertise is required. The core members of the committee include:

- Vice President of Student Services
- Director of Public Safety/Chief of Police
- Associate Director of Public Safety/Police Lieutenant
- Compliance Coordinator
- Police Sergeant Liaison for Clery Compliance

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 policies 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 relevant local and state law enforcement agencies. In order to have the most comprehensive crime information, all criminal activity should be reported to Public Safety.

The annual report, titled Annual Security Report, may be found on the Parkland College website ([www.parkland.edu/police/stats.aspx](http://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 Vice President of Student Services, Director of Public Safety, Clery Act Compliance Coordinator, and assigned Patrol Supervisor.

## **Daily Crime Log**

The Department of Public Safety maintains a Daily Crime Log that records, by the date the incident was reported, all crimes that occur within the Parkland College Police Department's patrol footprint.

The Daily Crime Log is available for public inspection at the Public Safety office located in Room A160. Additionally, it can be found on the Parkland College Website at:

<https://parkland.edu/Main/About-Parkland/Department-Office-Directory/Public-Safety/Crime-Log>

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 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.

- Rape is 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. This offense includes the rape of both males and females.
- Fondling is the touching of the private body 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 is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape is sexual intercourse with a person who is under the statutory age of consent.

## Department of Public Safety 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, 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](http://www.parkland.edu/police). This site includes detailed information about our services, along with a telephone directory of key department personnel.

### **Support Division**



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

Public Safety also utilizes telecommunicators for patrol 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](http://www.rad-systems.com)
- ALICE Training for faculty, staff, and students is presented throughout the year and can be available by request.
- Information can be obtained through the Public Safety website: [www.parkland.edu/police](http://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

Crimes should be reported to Campus Police for the purpose of making timely warning reports to the community and for inclusion in the annual statistical disclosure. Crimes may also be reported to the Title IX Coordinator, Dean of Students, or any Campus Security Authority if an individual doesn't want to report to campus police.

Parkland College encourages accurate and prompt reporting of all crimes to the campus police and the appropriate police agencies, when the victim of a crime elects to, or is unable to, make such a report.

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)
- Calling 9-1-1 from a **Mobile Phone**. Note that even on Parkland's Campus, dialing 9-1-1 from your mobile phone will go directly to METCAD (Champaign County's emergency response center). They will then relay the information to Parkland's in-house dispatchers.

### When to Call 9-1-1

- You observe someone that appears to need 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.

Upon receipt of a report criminal actions or other emergencies occurring on campus Parkland College Police Department will dispatch an officer to investigate and determine appropriate course of action.

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

### 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 ensure 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 counselors**

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 in the annual disclosure of crime statistics. Parkland College is not required to issue a Timely Warning with respect to crimes reported to a pastoral or professional counselor.

Counselors in these roles are defined as follows:

**Pastoral Counselor** A person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling and is functioning within the scope of that recognition as a pastoral counselor. Parkland College does not employ pastoral counselors.

**Professional Counselor** A person whose official responsibilities include providing mental health counseling to members of the institution’s community and who is functioning within the scope of the counselor’s license or certification. Professional Counselors at the Counseling and Advising Center encourage clients to report crimes to campus police, which then compiles this information into aggregate statistics in accordance with the Clery Act.

### **Voluntary confidential reporting**

We encourage anyone who witnessed or has been a victim of a crime to immediately report the incident by calling 911, or for a non-emergency, 217/351-2369. Police reports in the state of Illinois are public records, and Campus Police cannot hold reports of crime in confidence. Please continue reading below to learn more about how to make a confidential report.

Campus Police collect reports of Clery reportable crimes from Campus Security Authorities. These authorities are defined by the Clery Act as Parkland College police, individuals who have responsibility for campus security but who do not work for Parkland Police, or officials who have significant responsibility for student and campus activities, including but not limited to campus activities, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and duty to take action or respond to particular issues on behalf of the institution.

Campus Security Authorities report Clery-reportable crimes they have received throughout the year. Each of these reports is reviewed by Campus Police to confirm that it meets the requirements under the Clery Act.

If you are the victim of a crime and do not want to pursue action within the college or the criminal justice system, you may want to consider making a confidential report. Information disclosed as part of a confidential report will be maintained in a confidential manner to the extent allowable by law and will not be disclosed without your consent to anyone outside of the office to which it is reported. However, consent may not be required in limited situations, such as suspected child or adult abuse or neglect, court orders or subpoenas, or danger to self or others.

Some on-campus resources offer confidentiality, sharing options and advice without having an obligation to report to anyone, unless the complainant wants them to. This privilege is limited to the Counseling Center. Those who make confidential reports may authorize the disclosure of certain information about the incident to campus authorities for inclusion in the annual crime reporting statistics.

### **Amnesty for 911 callers**

In general, it is the intention of the college and surrounding community public safety officials to support students who are taking steps to ensure others' safety. Both Illinois state law and college procedures protect students from experiencing legal or academic consequences for certain violations, like underage consumption of alcohol, when they call 911 in an emergency. This protection applies to both the caller and the person in need of emergency assistance. These guidelines are intended to help students take appropriate action in high-risk situations by reducing students' fear of legal or disciplinary consequences to the victim or themselves.

### **Relationship with Local Law Enforcement**

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.

Public Safety relies 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.

# Campus Safety and Security

## **Timely Warnings and Emergency Notifications**

Timely Warning – The Clery Act requires the campus community to be alerted of certain crimes in a manner that is timely, that withholds the names of victims as confidential, and that 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. Timely Warnings shall be issued for crimes required to be evaluated under the Clery Act. The Department of Public Safety will be primarily responsible for creating and issuing timely warning notices, with input from the Vice Presidents' office.

The decision to issue a Timely Warning will be considered 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 Department of Public Safety. Such notices shall be provided to students and employees in a manner that is timely, that withholds the names of victims as confidential and that will aid in the prevention of similar occurrences. For example, if an assault occurs between two students who have a disagreement, there may be no ongoing threat to campus community members and a Timely Warning would not be distributed. Cases involving sexual assault are sometimes reported long after the incident occurred, thus there is no opportunity to distribute a "timely" warning notice to the community.

Emergency Notification – Any significant emergency or dangerous situation involving the immediate threat to the health or safety of students or employees on the campus would qualify for an emergency warning/notification.

When an initial notification comes in that an emergency may be taking place on campus, the Department of Public Safety will dispatch an officer to investigate and verify the emergency. The Department of Public Safety will determine which segments of the population should be notified of the emergency through the course of the investigation.

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students or staff on campus, the Director of Public Safety, or in his absence the highest-ranking Public Safety member, shall initiate an emergency warning notice. This notice shall be sent out to by the on-shift telecommunicator, and will result in a text, email, phone message, or on-screen notification for college computers logged on to the college network system. The following individuals may be involved in deciding who receives the message, what information the message contains, and sending the message itself: the Vice President of Student Services, the Vice President of Communication and External Affairs, the Director of Public Safety, or a Lieutenant, Sergeant, Compliance Coordinator, officer on duty, or telecommunicator.

Following the conclusion of an emergency, a follow up message may be sent by any of the initial notification options.

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” 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](http://www.parkland.edu).

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). 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.

### **Evacuation Procedures**

As required by federal and state law, the Parkland College has a comprehensive emergency operation plan that details immediate response and evacuation procedures, including the use of electronic and cellular communication. Parkland’s Emergency Operations Plan includes information about Incident Management Teams, incident priorities; shelter-in-place and evacuation guidelines; and overall command and control procedures.

Should the decision be made to evacuate the building, a message will be sent out via similar means and decision-making channels, but not limited to, those used to issue an emergency notification. As a commuter campus, most students, faculty, staff, and visitors would be expected to provide their own transportation off campus. For those without access to a vehicle, Parkland has a relationship with CUMTD to provide bus transportation to predetermined reunification areas.

### **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 non-business hours or for special events should contact the appropriate department chair and/or Public Safety.

Many cultural and athletic events held in college facilities, such as the gymnasium, the planetarium, and the theater, are open to the public with the purchase of tickets. Other facilities such as the bookstore, library, and cafeterias are also open to the public during operating hours.

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 through certain doors equipped with swipe card access. 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 arranges 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

Vice President for Communications and External Affairs

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.

Employees found to have violated this policy may be subject to discipline which may include a verbal warning, written warning, unpaid suspension, or termination. The severity of a violation will determine the severity of the discipline and some steps along the continuum may be skipped if appropriate.

Students found to have violated this policy may be subject to discipline which may include the following: expulsion with a re-entry petition period ranging from 1 to 2 years minimum; suspension ranging from 1 semester to 2 years; psychiatric or psychological evaluation; anger management program completion; conduct probation ranging from 1 semester to a year; mandatory counseling; campus restrictions with limited access to facilities or places, limited access to services, or limited time on campus; domestic violence counseling program completion; mandatory sensitivity training; substance abuse counseling program completion; administrative withdrawal from current classes(standalone sanction, independent of administrative withdrawals associated with suspensions or expulsions); mandatory behavior contract; no contact order; mandatory conflict resolution program completion; community service; mandatory referral to Wellness Coordinator; employment verification. Disciplinary measures are determined on a case by case basis and the above list should not be considered exhaustive of all possible disciplinary options.



Individuals who intentionally bring false charges against another may also be subject to the same disciplinary measures.

### **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. These criteria address 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 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 MyParkland 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.

Further information for those not immediately connected to the campus can be found by monitoring appropriate social media channels, as well as local news media.

### **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.

### **Emergency Operations and Testing**

As required by federal and state law, the Parkland College has a comprehensive emergency operation plan that details immediate response and evacuation procedures, including the use of electronic and cellular communication. The college's Emergency Operations Plan includes

information about Incident Management Teams, college operating status parameters; incident priorities; shelter-in-place and evacuation guidelines; and overall command and control procedures.

As a part of the comprehensive emergency operation plan for the college, regularly scheduled drills, exercises, and follow-through activities are conducted annually. The college conducts an annual announced test centering on procedures to test the college's emergency response and evacuation procedures. All tests are documented with description of exercise, date, time and whether announced or unannounced. Appropriate after-action reports are completed and submitted to the state of Illinois for review pursuant to the Illinois Campus Security Enhancement Act. After-action reports detail lessons learned, and follow-up items are identified with responsibilities assigned to appropriate campus entities. Parkland has open lines of communication with METCAD and local police agencies where they inform Parkland about situations reported to them that may warrant an emergency response.

This past year the emergency response and evacuation procedures were tested at a joint evacuation tabletop exercise that was held with the University of Illinois. The exercise was carried out on September 28, 2019 from 0800—1200 hours, held at the Illinois Fire Service Institute. It involved local police, fire, EMS, and other emergency response agencies (both governmental and NGO). The test was announced ahead of time.

## 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 Services 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

Dating violence, domestic violence, stalking, sexual assault, sexual harassment and sexual violence are prohibited at Parkland College. All students, faculty, staff, and visitors are subject to this policy statement.

Employees found to have violated this policy may be subject to discipline which may include a verbal warning, written warning, unpaid suspension, or termination. The severity of a violation will determine the severity of the discipline and some steps along the continuum may be skipped if appropriate.

Students found to have violated this policy may be subject to discipline which may include the following: expulsion with a re-entry petition period ranging from 1 to 2 years minimum; suspension ranging from 1 semester to 2 years; psychiatric or psychological evaluation; anger management program completion; conduct probation ranging from 1 semester to a year; mandatory counseling; campus restrictions with limited access to facilities or places, limited access to services, or limited time on campus; domestic violence counseling program completion; mandatory sensitivity training; substance abuse counseling program completion; administrative

withdrawal from current classes(standalone sanction, independent of administrative withdrawals associated with suspensions or expulsions); mandatory behavior contract; no contact order; mandatory conflict resolution program completion; community service; mandatory referral to Wellness Coordinator; employment verification. Disciplinary measures are determined on a case by case basis and the above list should not be considered to be exhaustive of all possible disciplinary options.

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. Parkland College abides by the State of Illinois' definition of consent and uses that definition when adjudicating sexual misconduct cases.

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 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:

- 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.
- 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.

## **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:

- 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;
- 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;
- 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.

ion t Parkland College has developed an annual educational campaign consisting of presentat hat 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, heath, 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. Crimes may also be reported to the Title IX Coordinator.

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, stalking, 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. Victims may also report incidents directly to the Title IX Coordinator.

### **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 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 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 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.
- 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). 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.
- 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 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.
  - 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.

#### 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 looks like they could be in trouble or need help, ask if they are okay.
- Confront or report 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.

#### **Parkland College Procedures Implementing the College’s Prohibition of Sexual Discrimination, Harassment and Misconduct**

The College is committed to maintaining a safe and healthy educational and employment environment that is free from discrimination, harassment and misconduct on the basis of sex, which includes sexual orientation or gender-related identity.

The College has an affirmative duty to take immediate and appropriate action once it knows of any act of sexual discrimination, harassment and/or misconduct in any of its educational or employment programs or activities. The College will promptly and thoroughly investigate any complaints of sexual discrimination, harassment and/or misconduct in accordance with the procedures set forth below.

The College's Sexual Discrimination, Harassment and Misconduct Procedures apply to students, faculty, staff, appointees, or third parties, regardless of sexual orientation or gender-identity, whenever the misconduct occurs:

A. On College property; or

B. Off College property if:

1. The conduct was in connection with a College or College-recognized program or activity; or
2. The conduct may have the effect of creating a hostile environment for a member of the College community.

Parkland's Sexual Discrimination, Harassment, and Misconduct Procedure governs sexual discrimination, harassment and/or misconduct involving students, such as:

1. A student victim and/or complainant and a student respondent;
2. A student victim and/or complainant and an employee or third-party respondent;
3. An employee victim and/or complainant and a student respondent; and
4. A third-party victim and/or complainant and a student respondent.

Non-Students

Parkland's Sexual Discrimination, Harassment, and Misconduct Procedure also governs sexual discrimination, harassment and/or misconduct which solely involve employees and/or third parties.

### **Definitions**

#### **Sexual misconduct**

Sexual misconduct includes sexual harassment, sexual assault, sexual exploitation, stalking, dating violence and domestic violence.

#### **Sexual assault**

Sexual assault is any sexual activity that does not involve the knowing consent of each person, including a.) any form of sexual penetration without consent; and b.) any intentional or knowing touching or fondling by either person, directly or through clothing, of the sex organs, buttocks or breasts of either person for the purpose of sexual gratification or arousal of either person without consent.

### **Consent**

Consent is informed, freely and actively given, mutually understandable words or actions that indicate a willingness to participate in mutually agreed upon sexual activity. A person can withdraw consent at any time. There is no consent when there is force, threats, intimidation or duress. A person's lack of verbal or physical resistance or manner of dress does not constitute consent. Consent to past sexual activity with another person does not constitute consent to future sexual activity with that person. Consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another person. A person cannot consent to sexual activity if such person is unable to understand the nature, fact or extent of the activity or give knowing consent due to circumstances including without limitation the following:

- a. the person is incapacitated due to the use or influence of alcohol or drugs;
- b. the person is asleep or unconscious;
- c. the person is under the legal age to provide consent; or
- d. the person has a disability that prevents such person from having the ability or capacity to give consent.

### **Sexual exploitation**

Sexual exploitation is the use of another person's nudity or sexual activity without consent for the purpose of sexual gratification, financial gain, personal benefit, personal advantage or any other illegitimate purpose. Sexual exploitation includes, but is not limited to: a.) without the knowledge and consent of all participants, observing, recording or photographing nudity or sexual activity of one or more persons in a location where there is a reasonable expectation of privacy; allowing another to observe, record or photograph nudity or sexual activity of one or more persons; or otherwise distributing recordings, photographs or other images of the nudity or sexual activity of one or more persons; b.) sending sexually explicit materials of another person without consent of the recipient. Sexual harassment Sexual harassment is unwelcome sexual, sex-based, or gender-based conduct, whether verbal, written, electronic or physical in nature:

- a. that is (1) sufficiently severe or pervasive; and (2) objectively offensive; and (3) unreasonably interferes with, denies or limits a person's ability to participate or benefit from educational and/or employment opportunities, assessments or status at the college; or

b. by a person having power or authority over another in which submission to such conduct is made explicitly or implicitly a term or condition of education and/or employment opportunities, participation, assessments or status at the college.

### **Stalking**

Stalking is two or more acts directed at a specific person that would cause a reasonable person to fear for her, his or others' safety, or to suffer substantial emotional distress, and includes, but is not limited to, following, monitoring, surveilling or threatening a person; initiating or continuing contact with a person without consent; or interfering with or damaging a person's property.

### **Dating violence**

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

### **Domestic violence**

Domestic violence is felony or misdemeanor crimes of violence committed by: a.) a current or former spouse or intimate partner of the alleged victim; b.) a person with whom the alleged victim shares a child in common; c.) a person who is cohabitating with, or has cohabitated with, the alleged victim as a spouse or intimate partner; d.) a person similarly situated to a spouse of the alleged victim under the domestic or family violence laws of the State of Illinois; or e.) any other person against an adult or youth alleged victim who is protected from that person's acts under the domestic or family violence laws of the State of Illinois.

### **Retaliation**

Retaliation is any action, or attempted action, directly or indirectly, against any person(s), who, in good faith, reports or discloses a violation of this policy, files a complaint, and/or otherwise participates in an investigation, proceeding, complaint, or hearing under this policy. Retaliation includes, but is not limited to harassment, discrimination, threats, job termination, adjustment in pay or responsibilities, or negative impact on academic progress. Actions are considered retaliatory if they have a materially adverse effect on the working, academic, or living environment of a person; or if they hinder or prevent the person from effectively carrying out their college responsibilities. Any person or group within the scope of this policy who engages in retaliation is subject to a separate complaint of retaliation under this policy.

The state of Illinois uses the following definitions:

### **Criminal Sexual Assault [720 ILCS 5/11-1.20(a)]**



A person commits criminal sexual assault if that person commits an act of sexual penetration and: (1) uses force or threat of force; (2) knows that the victim is unable to understand the nature of the act or is unable to give knowing consent; (3) is a family member of the victim, and the victim is under 18 years of age; or (4) is 17 years of age or over and holds a position of trust, authority, or supervision in relation to the victim, and the victim is at least 13 years of age but under 18 years of age.

### **Sexual Penetration [720 ILCS 5/11-0.1]**

“Sexual penetration” means any contact, however slight, between the sex organ or anus of one person and an object or the sex organ, mouth, or anus of another person, or any intrusion, however slight, of any part of the body of one person or of any animal or object into the sex organ or anus of another person, including, but not limited to, cunnilingus, fellatio, or anal penetration. Evidence of emission of semen is not required to prove sexual penetration.

### **Consent [720 ILCS 5/11-1.70] (a)**

“Consent” means 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. (c) 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.

### **Aggravated Criminal Sexual Assault [720 ILCS 5/11-1.30] (a)**

A person commits aggravated criminal sexual assault if that person commits criminal sexual assault and any of the following aggravating circumstances exist during the commission of the offense or, for purposes of paragraph (7), occur as part of the same course of conduct as the commission of the offense: 1. The person displays, threatens to use, or uses a dangerous weapon, other than a firearm, or any other object fashioned or used in a manner that leads the victim, under the circumstances, reasonably to believe that the object is a dangerous weapon; 2. The person causes bodily harm to the victim, except as provided in paragraph (10); 3. The person acts in a manner that threatens or endangers the life of the victim or any other person; 4. The person commits the criminal sexual assault during the course of committing or attempting to commit any other felony; 5. The victim is 60 years of age or older; 6. The victim is a person with a disability; 7. The person delivers (by injection, inhalation, ingestion, transfer of possession, or any other means) any controlled substance to the victim without the victim’s consent or by threat or deception for other than medical purposes; 8. The person is armed with a firearm; 9. The person personally discharges a firearm during the commission of the offense; or 10. The person personally discharges a firearm during the commission of the offense, and that discharge proximately causes great bodily harm, permanent disability, permanent disfigurement, or death to another person. (b) A person commits aggravated criminal sexual assault if that person is under

17 years of age and (i) commits an act of sexual penetration with a victim who is under 9 years of age; or (ii) commits an act of sexual penetration with a victim who is at least 9 years of age but under 13 years of age and the person uses force or threat of force to commit the act. (c) A person commits aggravated criminal sexual assault if that person commits an act of sexual penetration with a victim who is a person with a severe or profound intellectual disability.

#### **Predatory Criminal Sexual Assault of a Child [720 ILCS 5/11-1.40]**

A person commits predatory criminal sexual assault of a child if that person is 17 years of age or older, and commits an act of contact, however slight, between the sex organ or anus of one person and the part of the body of another for the purpose of sexual gratification or arousal of the victim or the accused, or an act of sexual penetration, and: (1) the victim is under 13 years of age; or (2) the victim is under 13 years of age and that person: (A) is armed with a firearm; (B) personally discharges a firearm during the commission of the offense; (C) causes great bodily harm to the victim that: (i) results in permanent disability; or (ii) is life threatening; or (D) delivers (by injection, inhalation, ingestion, transfer of possession, or any other means) any controlled substance to the victim without the victim's consent or by threat or deception, for other than medical purposes.

#### **Criminal Sexual Abuse [720 ILCS 5/11-1.50]**

a. A person commits criminal sexual abuse if that person: (1) commits an act of sexual conduct by the use of force or threat of force; or (2) commits an act of sexual conduct and knows that the victim is unable to understand the nature of the act or is unable to give knowing consent. b. A person commits criminal sexual abuse if that person is under 17 years of age and commits an act of sexual penetration or sexual conduct with a victim who is at least 9 years of age but under 17 years of age. c. A person commits criminal sexual abuse if that person commits an act of sexual penetration or sexual conduct with a victim who is at least 13 years of age but under 17 years of age and the person is less than 5 years older than the victim.

#### **Aggravated Criminal Sexual Abuse [720 ILCS 5/11-1.60]**

A person commits aggravated criminal sexual abuse if that person commits criminal sexual abuse and any of the following aggravating circumstances exist (i) during the commission of the offense or (ii) for purposes of paragraph (7), as part of the same course of conduct as the commission of the offense: (1) the person displays, threatens to use, or uses a dangerous weapon or any other object fashioned or used in a manner that leads the victim, under the circumstances, reasonably to believe that the object is a dangerous weapon; (2) the person causes bodily harm to the victim; (3) the victim is 60 years of age or older; (4) the victim is a person with a physical disability; (5) the person acts in a manner that threatens or endangers the life of the victim or any other person; (6) the person commits the criminal sexual abuse during the course of committing or attempting to commit any other felony; or (7) the person delivers (by injection, inhalation, ingestion, transfer of possession, or any other means) any controlled substance to the victim for other than medical purposes without the victim's consent or by threat or deception. b. A person commits aggravated

criminal sexual abuse if that person commits an act of sexual conduct with a victim who is under 18 years of age and the person is a family member. c. A person commits aggravated criminal sexual abuse if: (1) that person is 17 years of age or over and: (i) commits an act of sexual conduct with a victim who is under 13 years of age; or (ii) commits an act of sexual conduct with a victim who is at least 13 years of age but under 17 years of age and the person uses force or threat of force to commit the act; or (2) that person is under 17 years of age and: (i) commits an act of sexual conduct with a victim who is under 9 years of age; or (ii) commits an act of sexual conduct with a victim who is at least 9 years of age but under 17 years of age and the person uses force or threat of force to commit the act. d. A person commits aggravated criminal sexual abuse if that person commits an act of sexual penetration or sexual conduct with a victim who is at least 13 years of age but under 17 years of age and the person is at least 5 years older than the victim. e. A person commits aggravated criminal sexual abuse if that person commits an act of sexual conduct with a victim who is a person with a severe or profound intellectual disability. f. A person commits aggravated criminal sexual abuse if that person commits an act of sexual conduct with a victim who is at least 13 years of age but under 18 years of age and the person is 17 years of age or over and holds a position of trust, authority, or supervision in relation to the victim.

#### **Sexual Relations Within Families [720 ILCS 5/11-11]**

A person commits sexual relations within families if he or she: (1) Commits an act of sexual penetration; and (2) The person knows that he or she is related to the other person as follows: (i) Brother or sister, either of the whole blood or the half blood; or (ii) Father or mother, when the child, regardless of legitimacy and regardless of whether the child was of the whole blood or half-blood or was adopted, was 18 years of age or over when the act was committed; or (iii) Stepfather or stepmother, when the stepchild was 18 years of age or over when the act was committed; or (iv) Aunt or uncle, when the niece or nephew was 18 years of age or over when the act was committed; or (v) Great-aunt or great-uncle, when the grand-niece or grandnephew was 18 years of age or over when the act was committed; or (vi) Grandparent or step-grandparent, when the grandchild or step-grandchild was 18 years of age or over when the act was committed.

#### **Domestic Violence [750 ILCS 60/103]**

“Domestic violence” means physical abuse, harassment, intimidation of a dependent, interference with personal liberty or willful deprivation but does not include reasonable direction of a minor child by a parent or person in loco parentis. “Physical abuse” includes sexual abuse and means any of the following: (i) knowing or reckless use of physical force, confinement or restraint; (ii) knowing, repeated and unnecessary sleep deprivation; or (iii) knowing or reckless conduct which creates an immediate risk of physical harm. “Harassment” means knowing conduct which is not necessary to accomplish a purpose that is reasonable under the circumstances; would cause a reasonable person emotional distress; and does cause emotional distress to the petitioner. Unless the presumption is rebutted by a preponderance of the evidence, the following types of conduct shall be presumed to cause emotional distress: (i)

creating a disturbance at petitioner's place of employment or school; (ii) repeatedly telephoning petitioner's place of employment, home or residence; (iii) repeatedly following petitioner about in a public place or places; (iv) repeatedly keeping petitioner under surveillance by remaining present outside his or her home, school, place of employment, vehicle or other place occupied by petitioner or by peering in petitioner's windows; (v) improperly concealing a minor child from petitioner, repeatedly threatening to improperly remove a minor child of petitioner's from the jurisdiction or from the physical care of petitioner, repeatedly threatening to conceal a minor child from petitioner, or making a single such threat following an actual or attempted improper removal or concealment, unless respondent was fleeing an incident or pattern of domestic violence; or (vi) threatening physical force, confinement or restraint on one or more occasions. "Intimidation of a dependent" means subjecting a person who is dependent because of age, health or disability to participation in or the witnessing of: physical force against another or physical confinement or restraint of another which constitutes physical abuse, regardless of whether the abused person is a family or household member. "Interference with personal liberty" means committing or threatening physical abuse, harassment, intimidation or willful deprivation so as to compel another to engage in conduct from which she or he has a right to abstain or to refrain from conduct in which she or he has a right to engage. "Willful deprivation" means willfully denying a person who because of age, health or disability requires medication, medical care, shelter, accessible shelter or services, food, therapeutic device, or other physical assistance, and thereby exposing that person to the risk of physical, mental or emotional harm, except with regard to medical care or treatment when the dependent person has expressed an intent to forgo such medical care or treatment. This paragraph does not create any new affirmative duty to provide support to dependent persons.

#### **Domestic Battery [720 ILCS 5/12-3.2, 720 ILCS 5/12-0.1]**

A person commits domestic battery if he or she knowingly without legal justification by any means: (1) causes bodily harm to any family or household member; (2) makes physical contact of an insulting or provoking nature with any family or household member. "Family or household members" include spouses, former spouses, parents, children, stepchildren, and other persons related by blood or by present or prior marriage, persons who share or formerly shared a common dwelling, persons who have or allegedly have a child in common, persons who share or allegedly share a blood relationship through a child, persons who have or have had a dating or engagement relationship, persons with disabilities and their personal assistants, and caregivers. For purposes of this Article, neither a casual acquaintanceship nor ordinary fraternization between 2 individuals in business or social contexts shall be deemed to constitute a dating relationship.

#### **Stalking [720 ILCS 5/12-7.3]**

A person commits stalking when he or she knowingly engages in a course of conduct directed at a specific person, and he or she knows or should know that this course of conduct would cause a reasonable person to: (1) fear for his or her safety or the safety of a third person; or (2) suffer

other emotional distress. a-3. A person commits stalking when he or she, knowingly and without lawful justification, on at least 2 separate occasions follows another person or places the person under surveillance or any combination thereof and: (1) at any time transmits a threat of immediate or future bodily harm, sexual assault, confinement or restraint and the threat is directed towards that person or a family member of that person; or (2) places that person in reasonable apprehension of immediate or future bodily harm, sexual assault, confinement or restraint to or of that person or a family member of that person. a-5. A person commits stalking when he or she has previously been convicted of stalking another person and knowingly and without lawful justification on one occasion: (1) follows that same person or places that same person under surveillance; and (2) transmits a threat of immediate or future bodily harm, sexual assault, confinement or restraint to that person or a family member of that person. c. Definitions. For purposes of this Section: 1. "Course of conduct" means 2 or more acts, including but not limited to acts in which a defendant 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, engages in other non-consensual contact, or interferes with or damages a person's property or pet. A course of conduct may include contact via electronic communications. 2. "Electronic communication" means any transfer of signs, signals, writings, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectric, or photo-optical system. "Electronic communication" includes transmissions by a computer through the Internet to another computer. 3. "Emotional distress" means significant mental suffering, anxiety or alarm. 4. "Family member" means a parent, grandparent, brother, sister, or child, whether by whole blood, half-blood, or adoption and includes a step-grandparent, step-parent, step-brother, step-sister or step-child. "Family member" also means any other person who regularly resides in the household, or who, within the prior 6 months, regularly resided in the household. 5. "Follows another person" means (i) to move in relative proximity to a person as that person moves from place to place or (ii) to remain in relative proximity to a person who is stationary or whose movements are confined to a small area. "Follows another person" does not include a following within the residence of the defendant. 6. "Non-consensual contact" means any contact with the victim that is initiated or continued without the victim's consent, including but not limited to being in the physical presence of the victim; appearing within the sight of the victim; approaching or confronting the victim in a public place or on private property; appearing at the workplace or residence of the victim; entering onto or remaining on property owned, leased, or occupied by the victim; or placing an object on, or delivering an object to, property owned, leased, or occupied by the victim. 7. "Places a person under surveillance" means: (1) remaining present outside the person's school, place of employment, vehicle, other place occupied by the person, or residence other than the residence of the defendant; or (2) placing an electronic tracking device on the person or the person's property. 8. "Reasonable person" means a person in the victim's situation. 9. "Transmits a threat" means a verbal or written threat or a threat implied by a pattern of conduct or a combination of verbal or written statements or conduct. d. Exemptions. 1. This Section does not apply to any individual or organization (i) monitoring or attentive to compliance with public

or worker safety laws, wage and hour requirements, or other statutory requirements, or (ii) picketing occurring at the workplace that is otherwise lawful and arises out of a bona fide labor dispute, including any controversy concerning wages, salaries, hours, working conditions or benefits, including health and welfare, sick leave, insurance, and pension or retirement provisions, the making or maintaining of collective bargaining agreements, and the terms to be included in those agreements. 2. This Section does not apply to an exercise of the right to free speech or assembly that is otherwise lawful. 3. Telecommunications carriers, commercial mobile service providers, and providers of information services, including, but not limited to, Internet service providers and hosting service providers, are not liable under this Section, except for willful and wanton misconduct, by virtue of the transmission, storage, or caching of electronic communications or messages of others or by virtue of the provision of other related telecommunications, commercial mobile services, or information services used by others in violation of this Section.

#### **Aggravated Stalking [720 ILCS 5/12-7.4]**

A person commits aggravated stalking when he or she commits stalking and: (1) causes bodily harm to the victim; (2) confines or restrains the victim; or (3) violates a temporary restraining order, an order of protection, a stalking no contact order, a civil no contact order, or an injunction prohibiting the behavior described in subsection (b)(1) of Section 214 of the Illinois Domestic Violence Act of 1986. a-1. A person commits aggravated stalking when he or she is required to register under the Sex Offender Registration Act or has been previously required to register under that Act and commits the offense of stalking when the victim of the stalking is also the victim of the offense for which the sex offender is required to register under the Sex Offender Registration Act or a family member of the victim. c. Exemptions. 1. This Section does not apply to any individual or organization (i) monitoring or attentive to compliance with public or worker safety laws, wage and hour requirements, or other statutory requirements, or (ii) picketing occurring at the workplace that is otherwise lawful and arises out of a bona fide labor dispute including any controversy concerning wages, salaries, hours, working conditions or benefits, including health and welfare, sick leave, insurance, and pension or retirement provisions, the managing or maintenance of collective bargaining agreements, and the terms to be included in those agreements. 2. This Section does not apply to an exercise of the right to free speech or assembly that is otherwise lawful. 3. Telecommunications carriers, commercial mobile service providers, and providers of information services, including, but not limited to, Internet service providers and hosting service providers, are not liable under this Section, except for willful and wanton misconduct, by virtue of the transmission, storage, or caching of electronic communications or messages of others or by virtue of the provision of other related telecommunications, commercial mobile services, or information services used by others in violation of this Section.

#### **Cyberstalking [720 ILCS 5/12-7.5]**

A. A person commits cyberstalking when he or she engages in a course of conduct using electronic communication directed at a specific person, and he or she knows or should know that would

cause a reasonable person to: (1) fear for his or her safety or the safety of a third person; or (2) suffer other emotional distress. a-3. A person commits cyberstalking when he or she, knowingly and without lawful justification, on at least 2 separate occasions, harasses another person through the use of electronic communication and: (1) at any time transmits a threat of immediate or future bodily harm, sexual assault, confinement, or restraint and the threat is directed towards that person or a family member of that person; or (2) places that person or a family member of that person in reasonable apprehension of immediate or future bodily harm, sexual assault, confinement, or restraint; or (3) at any time knowingly solicits the commission of an act by any person which would be a violation of [the Criminal] Code directed towards that person or a family member of that person. a-5. A person commits cyberstalking when he or she, knowingly and without lawful justification, creates and maintains an Internet website or webpage which is accessible to one or more third parties for a period of at least 24 hours, and which contains statements harassing another person and: (1) which communicates a threat of immediate or future bodily harm, sexual assault, confinement, or restraint, where the threat is directed towards that person or a family member of that person, or (2) which places that person or a family member of that person in reasonable apprehension of immediate or future bodily harm, sexual assault, confinement, or restraint, or (3) which knowingly solicits the commission of an act by any person which would be a violation of [the Criminal] Code directed towards that person or a family member of that person. c. For purposes of this Section: 1. "Course of conduct" means 2 or more acts, including but not limited to acts in which a defendant 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, engages in other non-consensual contact, or interferes with or damages a person's property or pet. The incarceration in a penal institution of a person who commits the course of conduct is not a bar to prosecution under this Section. 2. "Electronic communication" means any transfer of signs, signals, writings, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectric, or photo-optical system. "Electronic communication" includes transmissions through an electronic device including, but not limited to, a telephone, cellular phone, computer, or pager, which communication includes, but is not limited to, e-mail, instant message, text message, or voice mail. 3. "Emotional distress" means significant mental suffering, anxiety or alarm. 4. "Harass" means to engage in a knowing and willful course of conduct directed at a specific person that alarms, torments, or terrorizes that person. 5. "Non-consensual contact" means any contact with the victim that is initiated or continued without the victim's consent, including but not limited to being in the physical presence of the victim; appearing within the sight of the victim; approaching or confronting the victim in a public place or on private property; appearing at the workplace or residence of the victim; entering onto or remaining on property owned, leased, or occupied by the victim; or placing an object on, or delivering an object to, property owned, leased, or occupied by the victim. 6. "Reasonable person" means a person in the victim's circumstances, with the victim's knowledge of the defendant and the defendant's prior acts. 7. "Third party" means any person other than the person violating these provisions and the person or persons towards whom the violator's actions are directed. d.

Telecommunications carriers, commercial mobile service providers, and providers of information services, including, but not limited to, Internet service providers and hosting service providers, are not liable under this Section, except for willful and wanton misconduct, by virtue of the transmission, storage, or caching of electronic communications or messages of others or by virtue of the provision of other related telecommunications, commercial mobile services, or information services used by others in violation of this Section.

### **Options for Assistance Following an Incident of Sexual Discrimination, Harassment or Misconduct**

#### **Immediate and Ongoing Assistance**

On- and Off-Campus Counselors and Advocates.

The following on- and off-campus counselors and advocates can provide an immediate confidential response in a crisis situation:

Parkland College Counseling and Advising Department

Room U267

217-351-2219

Hours: When College is open, 8 AM-5PM

#### **24-Hour Crisis Lines**

Courage Connection Domestic Violence for Women and Children: (217)384-4390

Mental health / suicide (Rosecrance/Community Elements): (217)359-4141

Sexual assault (Rape Advocacy, Counseling, & Education Services): (217)384-4444

RAINN (Rape, Abuse, and Incest National Network) hotline: 1-800-656-4673

Illinois Coalition Against Sexual Assault (ICASA): (217)753-4117

Illinois Coalition Against Domestic Violence: 877-863-6338

**Emergency Response.** Anyone who experiences or observes an emergency situation should immediately call 911 and/or one of the phone numbers listed below:

Parkland College Department of Public Safety

Room A160

(217)351-2369



[PublicSafety@parkland.edu](mailto:PublicSafety@parkland.edu)

Champaign Police Department

82 E. University Avenue

Champaign, IL 61820

(217)351-4545

[Police@champaignil.gov](mailto:Police@champaignil.gov)

Champaign County Sheriff

204 E. Main Street

Urbana, IL 61801

(217)384-1204

[sheriff@co.champaign.il.us](mailto:sheriff@co.champaign.il.us)

University of Illinois Police Department

1110 W. Springfield Ave.

Urbana, IL 61801

(217)333-1216

[police@illinois.edu](mailto:police@illinois.edu)

Urbana Police Department

400 S. Vine Street

Urbana, IL 61801

(217)384-2320

**On- and Off-Campus Health Care Options.**

Victims may seek treatment for injuries, preventative treatment for sexually transmitted disease, and other health services by contacting the following for health care options:

Carle Foundation Hospital

611 W. Park St., Urbana

(217)383-3311

Emergency Department - 24 hours/day, 365 days/year

- Offers evidence collection (rape kit) and medical treatment\*

OSF Heart of Mary Medical Center

1400 W. Park St., Urbana

(217)337-2131

Emergency Department - 24 hours/day, 365 days/year

- Offers evidence collection (rape kit) and medical treatment\*

Frances Nelson Medical Center

819 Bloomington Rd, Champaign, IL 61820

Phone: (217)356-1558

Champaign- Urbana Public Health

201 W. Kenyon Rd. Champaign, IL 61820

Phone: (217)352-7961

- Preventative treatment for sexually transmitted disease
- FREE STI Testing 10
- Does not require proof of citizenship

Planned Parenthood

302 E Stoughton St., Suite #2, Champaign, IL 61820

Phone: (217)359-8022 • Offers medical abortions up to 9 weeks

Women's Health Practice

2125 South Neil Street, Champaign, IL 61820

Phone: (217)356-3736

- Offers medical and surgical abortions

Avicenna Community Health Center

819 Bloomington Rd, Champaign, IL 61820

Phone: (217)403-5498

- FREE healthcare for the Uninsured
- Does not require proof of citizenship

\*Indicates health care options which provide medical forensic services (rape kits) and/or Sexual Assault Nurse Examiners at no cost pursuant to the Illinois Sexual Assault Survivors Emergency Treatment Act (410 ILCS 70).

*Seeking medical treatment also serves to preserve physical evidence of sexual violence.*

Parkland Employees may rely on all of the above services, as well as the use of the College's Human Resource office and the Employee Assistance Program:

Resolutions Employee Assistance Program

204 W. University Ave., Urbana, IL 61801

311 W. Fairchild, Danville, IL 632

Monday-Friday, from 8 a.m.- 5 p.m. Evening appointments also available.

24 hour hotline: 1-800-228-6380 or (217) 383-3202

## **Student Reporting and Confidentially Disclosing Sexual Discrimination, Harassment and/or Misconduct**

The College encourages student victims of sexual discrimination, harassment and/or misconduct, including sexual violence, to talk to somebody about what happened so that victims can get the support they need and so that the College can respond appropriately. Different employees on campus have different abilities to maintain a student victim's confidentiality:

- Some employees are required to maintain near complete confidentiality.
- Some employees may talk to a student victim in confidence and generally only report to the College that an incident occurred without revealing any personally identifying information.
- Some employees are required to report all the details of an incident (including identities of the student victim and alleged perpetrator) to the Title IX Coordinator. A report to these employees, called "Responsible Employees", constitutes a report to the College and generally obligates the College to investigate the incident and take appropriate steps to address the situation.

The various reporting and confidential disclosure options available are set forth in further detail below. Regardless of to whom a report is made, the College is obligated to provide the student victim with concise information, written in plain language, concerning the student victim's rights and options pursuant to this procedure.

**Immunity for Good Faith Reporting** Students who in good faith report an alleged violation of the College's prohibition of sexual discrimination, harassment and misconduct will be granted immunity and will not receive a disciplinary sanction for a student conduct violation (for example, underage drinking) revealed in the course of reporting. Immunity will not be provided for student conduct violations which the College determines are egregious, including without limitation misconduct which places the health or safety of another person at risk.

Parkland College will complete publicly available record-keeping, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about the victim (to the extent permissible by law). The college will also 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.

## **Student Privileged and Confidential Communications**

1. **Mental-Health Counselors.** Professional, licensed counselors who provide mental-health counseling to students (including those counselors who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the Title IX Coordinator without a student victim's permission.

Contact information for such mental-health counselors is as follows:

Parkland College Counseling and Advising Department

Room U267

(217)351-2219

Hours: When College is open, 8 AM-5PM

A student victim who speaks to a mental-health or non-mental-health counselor or advocate must understand that, if the student victim wants to maintain confidentiality, the College's ability to conduct an investigation into the particular incident or pursue disciplinary action against the alleged perpetrator(s) may be diminished.

Even so, these counselors will assist the student victim in receiving other necessary protection and support, such as student victim advocacy, academic support or accommodations, disability, health or mental health services, and changes to living, working or course schedules. A student victim who at first requests confidentiality may later decide to file a complaint with the College or report the incident to law enforcement, and thus will have the incident fully investigated. These counselors and advocates will provide the student victim with assistance if the student victim wishes to do so.

Note: While these counselors may maintain a student victim's confidentiality vis-à-vis the College, they may have reporting or other obligations under state law. Any College employee who suspects or receives knowledge that a minor student may be an abused or neglected child or, for a student aged 18 through 21, an abused or neglected individual with a disability, is required to: 1) immediately report or cause a report to be made to the Illinois Department of Children and Family Services (DCFS) on its Child Abuse Hotline; and 2) follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office.

Also Note: If the College determines that the alleged perpetrator(s) pose a serious and immediate threat to the College community, College Police may be called upon to issue a timely warning to the community. Any such warning will not include any information that identifies the victim.

### **Student Reporting to "Responsible Employees"**

A College employee who has the authority to redress sexual discrimination, harassment or misconduct, who has the duty to report incidents of such or other student misconduct, or who a student could reasonably believe has this authority or duty is a Responsible Employee. When a student victim tells a Responsible Employee about an incident of sexual discrimination, harassment or misconduct, the student victim has the right to expect the College to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably.

A Responsible Employee must report to the Title IX Coordinator all relevant details about the alleged sexual violence shared by the student victim that the College will need to determine what

happened – including the names of the student victim and alleged perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident.

To the extent possible, information reported to a Responsible Employee will be shared only with people responsible for handling the College’s response to the report.

The following categories of employees are the College’s Responsible Employees:

- College Administrators
- Title IX Coordinator
- Faculty
- Campus Police
- Coaches
- All faculty/staff advisors to a Recognized Student Club/Organization
- All full-time Assistants to the President/Vice-Presidents
- All full-time Dean of Students Office staff
- All full-time Human Resources staff

Before a student victim reveals any information to Responsible Employee, the employee should ensure that the student victim understands the employee’s reporting obligations – and, if the student victim wants to maintain confidentiality, direct the student victim to the confidential resources listed above.

If the student victim wants to tell the Responsible Employee what happened but also maintain confidentiality, the employee should tell the student victim that the College will consider the request, but cannot guarantee that the College will be able to honor it. In reporting the details of the incident to the Title IX Coordinator, the Responsible Employee will also inform the Title IX Coordinator of the student victim’s request for confidentiality.

#### **Student Requesting Confidentiality from the College: How the College Will Weigh the Request and Respond**

If a student victim discloses an incident to a Responsible Employee but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, the College must weigh that request against the College’s obligation to provide a safe, non-discriminatory environment for all students and employees, including the student victim.

If the College honors the request for confidentiality, a student victim must understand that the College's ability to meaningfully investigate the incident and pursue disciplinary action against the alleged perpetrator(s) may be diminished.

Although rare, there are times when the College may not be able to honor a student victim's request in order to provide a safe, non-discriminatory environment for all students and employees.

The College has designated the following individual(s) to evaluate requests for confidentiality:

- Title IX Coordinator
- Deputy Title IX Coordinators
- Chief of Campus Police

When weighing a student victim's request for confidentiality or that no investigation or discipline be pursued, a range of factors will be considered, including the following:

- The increased risk that the alleged perpetrator(s) will commit additional acts of sexual discrimination, harassment or misconduct, such as:
  - o Whether there have been other sexual discrimination complaints about the same alleged perpetrator;
  - o Whether the alleged perpetrator has a history of arrests or records from a prior school indicating a history of misconduct or violence;
  - o Whether the alleged perpetrator threatened further sexual discrimination or violence against the student victim or others;
  - o Whether the sexual discrimination was committed by multiple perpetrators;
- Whether the sexual discrimination, harassment or misconduct was perpetrated with a weapon;
- Whether the student victim is a minor;
- Whether the College possesses other means to obtain relevant evidence of the sexual discrimination, harassment or misconduct (e.g., security cameras or physical evidence); and
- Whether the student victim's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

The presence of one or more of these factors could lead the College to investigate and, if appropriate, pursue disciplinary action. If none of these factors is present, the College will likely respect the student victim's request for confidentiality.

**If the College determines that it cannot maintain a student victim’s confidentiality,** the College will inform the student victim at the earliest point possible and will, to the extent possible, only share information with people responsible for handling the College’s response.

**If the College determines that it can respect a student victim’s request for confidentiality,** the College will also take immediate action as necessary to protect and assist the student victim. Clery crime statistics derived from such reports will be reported in an anonymous way that does not identify the victim.

If a victim’s request for confidentiality limits the College’s ability to formally investigate a particular allegation, the College may take steps to limit the effects of the alleged sexual discrimination, harassment and/or misconduct and prevent its recurrence without initiating formal action against the alleged perpetrator or revealing the identity of the student complainant. Such action may include, but is not limited to:

- Providing increased monitoring, supervision, or security at locations or activities where the alleged misconduct occurred;
- Providing training and education materials for students and employees;
- Revising and publicizing the College’s policies regarding sexual discrimination, harassment and misconduct; and
- Conducting climate surveys regarding sexual misconduct.

### **Employee Reporting and Disclosing Sexual Discrimination, Harassment and/or Misconduct of a Student**

In addition to the reporting requirements for Responsible Employees (see Section VII(B), above), all College employees who have information regarding sexual discrimination, harassment and/or misconduct of a student are encouraged to report it to the Title IX Coordinator or any Responsible Employee.

### **Interim Measures**

The College will remain ever mindful of the victim’s well-being, and will take ongoing steps to protect the victim from retaliation or harm and work with the victim to create a safety plan. Retaliation against the victim, whether by students or College employees, will not be tolerated. The College will also:

- Assist the victim in accessing other available victim advocacy, academic support, counseling disability, health or mental health services, and legal assistance both on and off campus;
- Provide other security and support, which could include interim suspension, a College issued no contact order, providing information on obtaining and/or enforce a judicial no-contact order, helping to change working arrangements or course schedules (including for the alleged



perpetrator(s) pending the outcome of an investigation) or adjustments for assignments or tests; and

- Inform the victim of the right to report a crime to campus or law enforcement.

The College may not require a victim to participate in any Title IX investigation or in a disciplinary proceeding against a student.

Because the College is under a continuing obligation to address the issue of sexual discrimination, harassment and misconduct campus-wide, reports of such incidents (including non-identifying reports) will also prompt the College to consider broader remedial action – such as increased monitoring, supervision, or security at locations where the reported incident occurred; increasing education and prevention efforts, including to targeted population groups; conducting climate assessments/victimization surveys; and/or revisiting its policies and practices.

### **Miscellaneous**

A. Take Back the Night and Other Public Awareness Events. Public awareness events such as “Take Back the Night,” the Clothesline Project, candlelight vigils, protests, “survivor speak outs” or other forums in which students disclose incidents are not considered notice to the College of sexual discrimination, harassment or misconduct for purposes of triggering its obligation to investigate any particular incident(s). Such events may, however, inform the College of the need for campus-wide education and prevention efforts, and the College will provide information about students’ Title IX rights at these events.

B. Electronic and/or Anonymous Reporting. Although the College encourages victims to talk to someone, the College provides for an online system for electronic reporting. The reporter may choose to provide his/her identity or may choose to report anonymously. The system will notify the user (before s/he enters information) that entering personally identifying information may serve as notice to the College for the purpose of triggering an investigation. Anonymous reports can be filed at <http://www.parkland.edu/resources/safecampus/SAreporting.aspx>. Where a reporter chooses to provide his/her identity and contact information, the College shall respond to the reporter within 12 hours.

C. Off-Campus Counselors and Advocates. Off-campus counselors, advocates, and health care providers will also generally maintain confidentiality and not share information with the College unless the victim requests the disclosure and signs a consent or waiver form.

Note: While these off-campus counselors and advocates may maintain a victim’s confidentiality vis-à-vis the College, they may have reporting or other obligations under state law.

### **Title IX Complaint Investigation Procedures**

#### **Investigation Procedures**

1. Initiation of Investigation by Title IX Coordinator: Upon receipt of a Title IX complaint of sexual discrimination, harassment and/or misconduct, including sexual violence, the Title IX Coordinator will initiate a prompt, fair and thorough investigation. The investigation will be conducted by the Title IX Coordinator or his/her designee, and the College will conclude the investigation within 60 calendar days or less. Where the allegations are complex or other factors delay the investigative process, an extension may be granted.

With respect to Title IX complaints that relate to a College employee as the victim and/or complainant or as the respondent, the Title IX Coordinator will partner with the Department of Human Resources in investigating the complaint. In cases involving a College employee Respondent, the Department of Human Resources will recommend appropriate sanctions against the College employee respondent.

2. Interim Measures Provided: During the investigation, the Title IX Coordinator will ensure the victim and/or complainant receive written notice of and the opportunity to obtain Interim Measures as set forth in Section IX, above, and will advise the victim and/or complainant of the right to file a complaint with Campus Police or law enforcement agencies.

3. Notice to Respondent:

a. Within 10 business days of receipt of a complaint, the respondent will be given written notice of the charges against him/her.

b. The respondent will be advised of the nature of the evidence against him/her (unless release of the evidence would endanger the health or safety of victim(s) or witness(es)).

4. Due Process Rights of Victim and/or Complainant and Respondent

a. The victim and/or complainant and student respondent will each be notified of the individual(s) with authority to make a finding or impose a sanction in their proceeding before the individual(s) initiate contact with either party. Both parties will have the opportunity to request a substitution if the participation of an individual with authority to make a finding or impose a sanction poses a conflict of interest.

b. The victim and/or complainant and student respondent will each be afforded the right to present information and witnesses relevant to his or her case.

c. When the victim and/or complainant or student respondent is requested to appear at an investigatory meeting or proceeding related to a complaint, he or she may be accompanied by an advisor. An advisor is defined as a family member, peer, staff/faculty member of the College, attorney, or a union representative. The advisor's role is to support the party they are assisting. The party involved will be expected to speak for themselves.

d. If the respondent is a College employee, then any employee misconduct investigation procedures outlined in applicable employee guidebooks and/or collective bargaining agreements will apply.

5. Evidence Considered: Investigators will interview and receive evidence from the victim, complainant, respondent and any witnesses identified during the course of the investigation. The victim's prior sexual history with anyone other than the respondent will not be considered during the investigation or any proceeding related to a complaint. The mere fact of a current or previous consensual dating or sexual relationship between the victim and respondent does not itself imply consent or preclude a finding of sexual violence.

6. Preservation of Evidence: The Title IX Coordinator will provide the victim and/or complainant with information regarding the importance of preserving physical evidence of sexual violence and the availability of medical forensic services pursuant to the Illinois Sexual Assault Survivors Emergency Treatment Act (410 ILCS 70). Any physical evidence gathered by the investigator will be preserved by Campus Police.

7. Concurrent Criminal Investigation: The existence of a concurrent criminal investigation by law enforcement agencies will not necessarily delay or interrupt the investigation procedures outlined herein. However, the law enforcement agency may request that the College investigation be temporarily suspended. In such cases, the College will evaluate the law enforcement agency's request to determine whether and for how long to suspend its investigation. It is understood that during an ongoing criminal investigation, information relevant to the pending case or prosecution may not be permitted to be shared with the College until the criminal investigation is closed.

8. Report of Investigation: At the conclusion of the investigation, the investigator will prepare a thorough report outlining the: complaint, investigation conducted and all relevant evidence obtained; investigator's conclusions with an explanation of reasoning and/or support for such conclusions; and recommendations for sanctions or other remedial action as appropriate. The investigator will submit his/her report to the Title IX Coordinator, Department of Human Resources and/or both, as appropriate.

### **Determination**

1. Determination Based Upon Preponderance of the Evidence: The Title IX Coordinator shall review the investigator's report and all evidence gathered to determine whether the respondent engaged in sexual discrimination, harassment and/or misconduct in violation of College policy. The determination of violations shall be made based on the preponderance of evidence, meaning whether it is more likely than not that this policy was violated.

2. Notice to Respondent: For student respondents, within seven (7) days after receipt of the investigator's report, the Title IX Coordinator will notify the student respondent via certified mail, return receipt requested, of his/her determination. If the Title IX Coordinator determines that the student respondent has violated the College's prohibition of sexual discrimination, harassment and/or misconduct, this notification will also advise the student respondent of:

a. Disciplinary sanctions; and

b. The right to appeal the determination and sanctions in accordance with the Appeal Procedures set forth in Section VIII, below.

For employee respondents, the Department of Human Resources will follow its obligation under any applicable College Policies and collective bargaining agreements in providing notice.

3. Notice to Victim and/or Complainant: Concurrently with the notice provided to respondent, the Title IX Coordinator will notify the victim and/or complainant via certified mail, return receipt requested, of his/her determination. If the Title IX Coordinator determines that the respondent has violated the College's prohibition of sexual discrimination, harassment and/or misconduct, this notification will also advise the victim and/or complainant of:

a. Any individual remedies offered or provided to the victim and/or complainant;

b. Disciplinary sanctions imposed on the respondent that directly relate to the victim and/or complainant;

c. In sexual violence cases only, any disciplinary sanctions imposed on the respondent;

d. The right to appeal the determination and sanctions in accordance with the Appeal Procedures set forth in Section XII, below; and

e. If the College determines that a hostile environment exists, it will inform the victim and/or complainant of steps it has taken to eliminate the hostile environment and to prevent recurrence.

#### C. Sanctions, Protective Actions, and Remedies

1. Sanctions. Student respondents who have violated the College's prohibition of sexual discrimination, harassment and/or misconduct are subject to any sanctions deemed appropriate by the Title IX Coordinator, up to and including expulsion.

College employee respondents who have violated the College's prohibition of sexual discrimination, harassment and/or misconduct will be subject to disciplinary action up to and including termination, consistent with any applicable employee guidebooks and/or collective bargaining agreement obligations.

2. Protective Actions. The College may take protective measures as appropriate, including no contact orders, trespass notices, or other protective measures. Campus Police will enforce court ordered no-contact, restraining and/or protective orders to the fullest extent of the law.

3. Remedies. The College will administer remedies for the victim and/or complainant depending upon the specific nature of the complaint. In addition, the College may administer remedies for the College community as a whole.

Remedies for the victim and/or complainant may include, but are not limited to:

- Assisting the victim and/or complainant to change his/her academic and/or work environment if requested and if reasonably available;
- Providing an escort to ensure that the victim and/or complainant can move safely between classes and activities;
- Ensuring that the victim and/or complainant and the respondent do not attend the same classes;
- Providing counseling services;
- Providing medical services;
- Providing academic support services, such as tutoring;
- Arranging for the victim and/or complainant to re-take a course or withdraw from a class without penalty, including ensuring that any changes do not adversely affect the victim and/or complainant's academic record; and
- Reviewing disciplinary actions taken against the victim and/or complainant to see if there is a causal connection between the harassment and the misconduct that may have resulted in the victim and/or complainant being disciplined.

Parkland College will provide written notification to victims about options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures. The college shall make such accommodations or provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement.

Parkland College will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the college and in the community.

A student or employee who reports to Parkland College that the student or employee has been a victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off campus, shall be provided with a written explanation of the student or employee's rights and options.

Remedies for the College community as a whole may include, but are not limited to:

- Offering counseling, health, mental health, or other holistic and comprehensive victim services to all students and employees affected by sexual discrimination, harassment, and/or misconduct;
- Designating an individual from the College's counseling center to be available to assist victims of sexual discrimination, harassment, and/or misconduct whenever needed;

- Developing materials on sexual discrimination, harassment and misconduct for campus wide distribution to students, employees, and/or third-parties;
- Creating a committee of students and College officials to identify strategies for preventing and addressing sexual discrimination, harassment and misconduct; and
- Conducting periodic climate surveys to identify how students and employees perceive and experience sexual discrimination, harassment and misconduct at the College.

### **Title IX Appeal Procedures for Victims and/or Complainants and Student Respondents**

A victim and/or complainant or a student respondent who wishes to appeal the decision reached by the Title IX Coordinator at the conclusion of a formal investigation must submit a written request for appeal to the President. This request must be submitted to the President within 10 business days after receipt of the Title IX Coordinator's letter of determination.

The appeal request must be typewritten and must state the grounds for appeal. Appeals must be made on the basis of one or more of the following grounds:

1. Procedural error was committed.
2. The finding of facts contained in the decision included inaccurate information.
3. Specific evidence considered during the investigation is objectionable.
4. New evidence not offered during the investigation that would substantially change the outcome of the finding is now available. In such cases, the new evidence must be described.
5. The sanction imposed is lenient, excessive or otherwise disproportionate with the violation.

Within 10 business days after receipt of the appeal request, the President will decide whether to grant the appeal based on whether the appeal meets one of the above enumerated grounds for appeal and shall inform the appellant by certified mail, return receipt request.

If the appeal is granted, the President will not hold a hearing. Rather, the President will review and consider written findings and decision from the Title IX Coordinator, any written documentation submitted by either party to the Title IX Coordinator, all evidence considered by the Title IX Coordinator, the written appeal and, if applicable, new evidence offered for consideration. The Title IX Coordinator or his/her designee will provide all relevant documentation to the President. The President shall render a decision within seven (7) days after receipt of the appeal and shall inform both the victim and/or complainant and the student respondent, concurrently, by certified mail. The decision of the President shall be final.

In the event a victim and/or complainant or a student respondent does not appeal within the required 10 business day period, the decision of the Title IX Coordinator will be final.

If the respondent is a College employee, then any employee misconduct appeal procedures outlined in applicable employee guidebooks and/or collective bargaining agreements will apply.

To speak broadly of the process, the proceedings will include a prompt, fair, and impartial process from the initial investigation to the final result. It will be conducted by officials who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

It will provide the accuser and the accused with the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice.

It will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding; however, Parkland College may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties.

It will require simultaneous notification, in writing, to both the accuser and the accused, of—

- The result of any institutional disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, and stalking.
- The institution's procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding, if such procedures are available.
- Any change to the result.
- When such results become final.

For the purposes of Section 668.46(k), a prompt, fair, and impartial proceeding includes a proceeding that is—

- Completed within reasonably prompt timeframes designated by an institution's policy, including a process that allows for the extension of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay
- Conducted in a manner that—
- Is consistent with the institution's policies and transparent to the accuser and accused;
- Includes timely notice for meetings at which the accuser or accused, or both, may be present.
- Provides timely and equal access to the accuser, the accused and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings.
- Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.

## **Prevention and Education for Students and Employees**

The College will review on an ongoing basis, its sexual discrimination, harassment and misconduct prevention and education programming to ensure students and employees are provided substantive opportunities to learn about sexual discrimination, harassment and misconduct, including primary prevention, bystander intervention, risk reduction, consent, reporting methods, relevant College policies and procedures, retaliation, survivor-centered and trauma-informed response, relevant definitions, and other pertinent topics.

The College, in conjunction with its campus-wide task force established pursuant to the Campus Security Enhancement Act of 2008 (110 ILCS 12/10), will annually review its prevention and education offerings to identify ways in which to enhance its effectiveness.

## **Procedures Governing Complaints Solely Involving Employees and/or Third Parties**

An employee or third party should notify the Director of Human Resources or the Title IX Coordinator if he or she believes that the College, its employees or agents have engaged in sexual discrimination, harassment or misconduct of an employee or third party in violation of Board Policy 3.01.

The Director of Human Resources may attempt to resolve complaints informally. However, if a formal complaint is filed, the Director of Human Resources and the Title IX Coordinator will address the complaint promptly and equitably as follows.

### **Filing a Complaint**

An employee or third party (hereinafter “Complainant”) who wishes to avail him or herself of this procedure may do so by filing a complaint with the Director of Human Resources or the Title IX Coordinator. The Director of Human Resources or the Title IX Coordinator will request the Complainant provide a written statement regarding the nature of the complaint and will require a meeting with the Complainant.

### **Investigation**

Each complaint shall be investigated promptly, thoroughly, impartially, and as confidentially as possible. The Director of Human Resources or the Title IX Coordinator will appoint a qualified person to undertake the investigation on his/her behalf. The complaint and identity of the Complainant will not be disclosed except as required by law, as necessary to fully investigate the complaint, or as authorized by the Complainant. As a general rule, all complaints will be investigated, even when the Complainant requests that nothing be done.

1. The Director of Human Resources or his/her designated investigator (hereinafter “investigator”) will investigate all complaints or allegations of sexual discrimination, harassment, or misconduct, except that, depending on the circumstances, the Title IX Coordinator may



appoint a special investigator. The appointment of a special investigator does not preclude the involvement or assistance of the Director of Human Resources or the 24 Title IX Coordinator in the investigation. Whenever the Title IX Coordinator deems necessary, a third party (e.g., an attorney) may serve as a special investigator. The investigator should not have any involvement with the Complainant or the alleged wrongdoer outside of the investigation. The Title IX Coordinator will ensure that investigators have sufficient authority and resources.

2. The investigator will inform potential complainants, complainants, and witnesses that the College prohibits any form of retaliation against anyone who, in good faith, brings a complaint, provides information to the individual investigating a complaint, or otherwise participates in the complaint resolution process.

3. The investigator will provide a fair opportunity for both sides to be heard.

4. During the investigation, the investigation file will be kept separate from personnel record files.

5. The investigator will prepare a comprehensive written report of his/her findings and will provide the report to the Title IX Coordinator. If a complaint of sexual discrimination, harassment or misconduct contains allegations involving the Title IX Coordinator, the written report shall be provided directly to the College President, who will make a decision in accordance with Section D, below.

6. Employee misconduct investigation procedures outlined in applicable employee guidebooks and/or collective bargaining agreements will apply.

### **Decision**

Within 15 business days after receiving the investigator's report, the Title IX Coordinator shall mail his or her written decision to the Complainant by U.S. mail, first class. A copy will be placed in the investigation file.

### **Appeal**

Employee misconduct appeal procedures outlined in applicable employee guidebooks and/or collective bargaining agreements will apply.

### **Reporting Results**

Parkland College 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, Murderer, Violent Offender against Youth Registry

Parkland College is required to inform the campus community that a list(as well as other associated information) of registered sex offenders, murderers, and violent offenders against youth 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.

Employees found to have violated this policy may be subject to discipline which may include a verbal warning, written warning, unpaid suspension, or termination. The severity of a violation will determine the severity of the discipline and some steps along the continuum may be skipped if appropriate.

Students found to have violated this policy may be subject to discipline which may include the following: expulsion with a re-entry petition period ranging from 1 to 2 years minimum; suspension ranging from 1 semester to 2 years; psychiatric or psychological evaluation; anger management program completion; conduct probation ranging from 1 semester to a year; mandatory counseling; campus restrictions with limited access to facilities or places, limited access to services, or limited time on campus; domestic violence counseling program completion; mandatory sensitivity training; substance abuse counseling program completion; administrative withdrawal from current classes(standalone sanction, independent of administrative withdrawals associated with suspensions or expulsions); mandatory behavior contract; no

contact order; mandatory conflict resolution program completion; community service; mandatory referral to Wellness Coordinator; employment verification. Disciplinary measures are determined on a case by case basis and the above list should not be considered to be exhaustive of all possible disciplinary options.

Individuals found to have violated this may also be subject to 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.

### **State Laws on Drug and Alcohol Use**

In Illinois, it is against the law to sell or deliver alcohol to anyone under 21 or to any intoxicated person. Violations can result in fines of up to \$1,000 and one year in jail. It is also illegal for a person under 21 to present false identification in an attempt to purchase alcohol. On-campus violations are strictly enforced by Parkland Police, and additional penalties may be imposed:

The Secretary of State is authorized to suspend or revoke without a hearing the driver's license or instruction permit of a person under 21 who has purchased or attempted to purchase alcohol from a duly licensed establishment or who has consumed alcohol on licensed premises.

Local liquor commissioners have the duty to report to the Secretary of State any conviction for a violation of the Liquor Control Act, or a similar provision of a local ordinance, prohibiting a person under 21 from purchasing, accepting, possessing or consuming alcohol and prohibiting the transfer or alteration of identification cards, the use of the identification card of another or a false or forged identification card, or the use of false information to obtain an identification card.

The Secretary of State is authorized to suspend or revoke the driver's license or learner's permit of any person convicted of violating any of the prohibitions listed above or similar provisions of local ordinances.

Substantial penalties exist in Illinois for the operation of a motor vehicle by a driver with a blood or breath alcohol concentration of .08 or greater. Arrests are also possible at lower alcohol levels if driving is impaired. The first offense can result in a \$1,000 fine, incarceration for up to one year, and suspension or revocation of the offender's driver's license. Subsequent offenses entail penalties of significantly greater severity. Transporting open alcohol containers in a motor vehicle is also punishable under Illinois law.

Possession and delivery of illicit drugs are prohibited in Illinois through the Cannabis Control Act [740 ILCS 40/0.01 et seq.] and the Controlled Substances Act [720 ILCS 570/100 et seq. and 720 ILCS 570/401 et seq.]. Penalties vary with the amount of the drug confiscated; the type of drug found; the number of previous offenses by the individual; and whether the individual intended to manufacture, sell or use the drug. A first-time conviction of possession of a controlled substance can result in a one- to three-year prison sentence, plus a fine of up to \$15,000. More severe penalties may be imposed for conviction of class 2, 3 or 4 felonies involving manufacture

or delivery to a minor. Vehicles used with knowledge of the owner in the commission of any offense prohibited by the Cannabis Control Act or Controlled Substances Act can be seized by the government, and all ownership rights are forfeited.

### **Federal laws on drug and alcohol use**

Under federal sentencing guidelines, federal courts can sentence simple-possession first offenders to one year in prison and a \$100,000 fine. Penalties for subsequent convictions are significantly more severe. A sentence of life imprisonment can result from a conviction for possession of a controlled substance that results in death or bodily injury. Possession of more than five grams of cocaine can trigger an intent-to-distribute penalty of 10 to 16 years in prison.

### **Drug and Alcohol Abuse Education Programs (DFSCA)**

The following information regarding programming comes from the current Biennial Review as required by the Drug Free School and Communities Act (DFSCA). For further information please reference that document. The programs listed below are categorized by segment of the college.

#### *Student Services*

1. Parkland College has continued its involvement with the Illinois Higher Ed Center through Eastern Illinois University.
2. The Wellness Coordinator attended Affiliate meetings and the statewide conference on alcohol issues as scheduled.
3. Every new degree-seeking student is required to attend an orientation program called “SOAR” (Student Orientation, Advising, and Registration). Those who attend are given a packet which includes brochures about alcohol and drug use, alcohol poisoning, and legal ramifications of under-age drinking and driving.
4. Each semester, the Vice President for Student Services distributes an electronic copy of the alcohol policy to all enrolled students.

#### *Counseling Center*

Counselors in the Counseling and Advising Center are available to assist students with alcohol and/or other drug-related issues and other personal problems and difficulties.

Upon request or evidenced by need, information was provided on alcohol support groups and treatment options in the Champaign-Urbana area and within and outside the Parkland College district. Every effort was made to assist students in connecting with services. These providers include:

Adult Children of Alcoholics

Alcoholics Anonymous

Alanon

Alateen

Carle Addiction Recovery

Celebrate Recovery (First Christian Church, Windsor Road Christian Church)

Healing Journey (The Vineyard)

Narcotics Anonymous

Spanish 12 Step Group

The Pavilion

Prairie Center for Substance Abuse

Women for Sobriety

Brochures and pamphlets on a variety of issues related to alcohol are available free of charge in the Center.

#### *Community Education events*

2 National Depression Screening events (film, panel, and individual screenings) were co-sponsored with the Champaign County Mental Health Public Education Committee in October, 2016 and November, 2017.

2 National Anxiety Screening events (film, panel, and individual screenings) were co-sponsored with the Champaign County Mental Health Public Education Committee in April, 2017 and March, 2018.

1 Drug and Alcohol Screening Day event (presentation by Rosecrance therapist) informational display, individual screenings for April 2018.

#### *Office of Student Life*

Students at Parkland are encouraged to become involved in activities that do not involve the use of alcohol or other drugs. Students are invited to become active in campus organizations, student government, the student newspaper and/or athletics. The Student Activities Board and student clubs host a number of entertainment events throughout the year.

1. During the 2016 – 2017 academic year, the Activities Program Office facilitated a total of fifteen alcohol-free events.

2. During the 2017 – 2018 academic year, the Activities Program Office facilitated a total of twenty alcohol-free events.

3. An alternative spring break event was in Flint, Michigan with the Firestone Center. Thirteen students served with five non-profits over three days.

#### *Human Resources*

1. The college complies with Department of Transportation 49 CFR part 40 regulations. Drivers with a CDL who operate vehicles with a gross vehicle weight rating of 26,001 or more pounds or designed to carry 16 or more persons (including the driver) are subject to random drug and alcohol testing. Parkland College participates in a Random Drug Testing Consortium administered by Carle Clinic, Urbana, IL. Testing is scheduled quarterly and names are determined randomly by the Consortium. Testing is also performed when there is a reasonable suspicion of drug/alcohol use.

2. All public safety officers are screened for alcohol and other drugs as part of their pre-employment process. Random testing may also be done on all officers up to twice a year. Drug or alcohol testing may also be done on individual officers when the College has “reasonable suspicion” that an officer is under the influence of alcohol, marijuana or a controlled substance during work hours.

3. During the encompassing time frame, there were no formal supervisory referrals and zero employees requested assistance for substance abuse/addiction through Parkland’s Employee Assistance Program (EAP).

4. In 2016-18 Carle Employee Assistance Program did not provide training sessions on campus.

5. The college posts monthly newsletters from Carle for both employees and supervisors, on the internal portal site. We also post these articles in campus news on the portal. This is available to all full and part time employees of the College. EAP posters are mounted in approximately 25 locations.

6. Parkland College Human Resources posts an annual Alcohol and Drug Use reminder in December of each year. This is posted electronically through the internal portal which is available to all full and part time employees.

#### *The Wellness Center*

During the encompassing time frame, the Wellness Center was involved in the following activities:

On-going passive displays and material dealing with alcohol, other drugs and making healthy choices.

3 events where an alcohol message was presented.

7 class presentations/trainings that included alcohol messages.

Participation in the Campus/Community Coalition.

Attendance at 8 trainings related to alcohol and drug issues.

Attended and participated in 8 community meetings about alcohol and addiction issues.

Promoted the distribution of the electronic health and wellness magazine, *Student Health 101*.

Chaired the Wellness Committee to promote healthy lifestyles throughout the college.

Co-hosted 2 wellness fairs.

Participated in the Smoking Policy Taskforce to promote a tobacco-free campus.