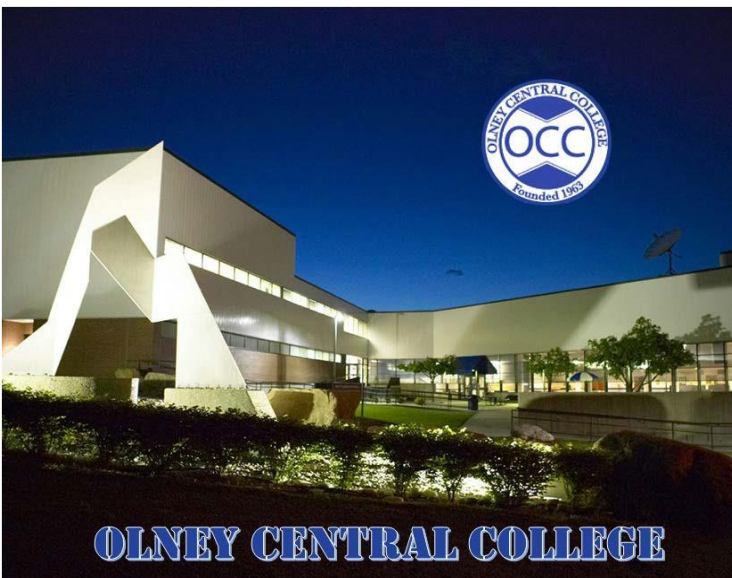




ILLINOIS EASTERN COMMUNITY COLLEGES

Annual Security Report



Our mission is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

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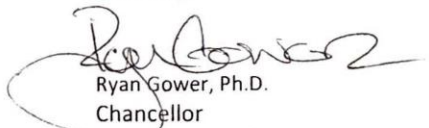


ILLINOIS EASTERN COMMUNITY COLLEGES
OFFICE OF THE CHANCELLOR

Dear Students, Faculty, Staff, Parents, and Prospective Students and Employees:

Illinois Eastern Community Colleges and the Board of Trustees are committed to engaging the campus community, including local law enforcement agencies, to ensure a safe learning and workplace environment is present at all times. To accomplish such, IECC monitors and evaluates campus safety on a regular basis and ensures policies and procedures are always up-to-date. IECC emergency plans such as the Emergency Response Plans and the Violence Prevention Plans are also updated on an annual basis. Regular training is provided to staff, faculty, and students throughout the District to ensure the maintenance and promotion of a safe campus community. Ongoing prevention and awareness programming provides students with an enhanced understanding and knowledge of all campus safety and security related policies and procedures, while employees are provided with regular training to equip them with the knowledge and resources available to assist in the prevention of campus crime.

Sincerely,



Ryan Gower, Ph.D.
Chancellor
Illinois Eastern Community Colleges

Annual Security Report

The Illinois Eastern Community Colleges (IECC) Annual Security Report is intended to inform all current and prospective students and employees of the district's safety and security program. This report is posted on the district's website (www.iecc.edu/safety) For review by employees, prospective employees, students, prospective students, and parents. Each year, an email notification is sent to all enrolled students, faculty, and staff with a direct link to access the Annual Security Report. An overview of the contents of the ASR and a direct link are included in employee application forms and in the automated response to admission applications to ensure all prospective employees and prospective students are provided the information. A hard copy of this report may be requested from the Student Services Office at any of the Colleges or from the Human Resources Office for prospective employees. This notification is in accordance with The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 28 §1092(f), and the provisions of the Higher Education Opportunity Act Pertaining to Campus Statistics, 28 U.S.C. §1092(i). For more information, or if you have specific questions regarding the Annual Security Report or security policies at Illinois Eastern Community Colleges, contact the Program Director of Grants and Compliance at 618.393.2982.

Illinois Eastern Community Colleges is a public, non-residential, two-year community college system located in southeastern Illinois. IECC services all or part of a 12-county area and maintains an annual headcount of over 21,000 students. Frontier Community College (FCC) in Fairfield, Lincoln Trail College (LTC) in Robinson, Olney Central College (OCC) in Olney, and Wabash Valley College (WVC) in Mt. Carmel make up Illinois Eastern Community Colleges. Each of the four Colleges operate under the same IECC policies and procedures.

The Illinois Eastern Community Colleges Board of Trustees recognizes the importance of a college environment which is safe and free of crime. Programs of crime prevention, college security procedures, and programs to prevent drug and alcohol abuse have been implemented to promote a crime-free environment. Information regarding these programs is available from your college office of student services. The college environment includes all students, employees and other people participating in Illinois Eastern classes, programs, services and other activities and events. Illinois Eastern administration monitors and evaluates campus safety on an ongoing basis.

The following is information to be reported pursuant to federal law and regulation.

Reporting Crimes and Emergencies

Campus Emergencies

All members of the IECC community, and all visitors, are encouraged to accurately and promptly report potential criminal activity, suspicious behavior and any emergencies on campus to the appropriate College President or other designated official. Crimes should be accurately and promptly reported to the College President and/or the appropriate law enforcement agency, when the victim of a crime elects to, or is able to, make such a report. Note: None of the Colleges have campus police or a security department. The College Presidents can be reached at the contact information listed below:

<u>Frontier Community College</u>	<u>Lincoln Trail College</u>	<u>Olney Central College</u>	<u>Wabash Valley College</u>
Dr. Jay Edgren President 2 Frontier Drive Fairfield, IL 62837 618-847-9101 Internal Ext.: 4001 edgreng@iecc.edu	Dr. Zahi Atallah President 11220 State Highway 1 Robinson, IL 62454 618-546-2243 Internal Ext.: 1121 atallahz@iecc.edu	Mr. Rodney Ranes President 305 N. West Street Olney, IL 62450 618-393-3301 Internal Ext.: 2001 ranesr@iecc.edu	Dr. Matt Fowler President 2200 College Drive, Mt. Carmel, IL 62863 618- 263-5052 Internal Ext.: 3383 fowlerm@iecc.edu

Reports may be made in person to the President's Office at each respective campus, or to any Campus Security Authority (CSA) during regular hours of operation, or to the appropriate law enforcement agency. Students and employees should report criminal offenses for the purpose of assessing the crime for potential distribution of a timely warning notice to the campus community and/or inclusion in the annual statistical disclosure.

Campus Security Authorities

Campus Security Authorities (CSA) are responsible for reporting all crimes reported to them to the designated officials at IECC. The following positions, and the respective individuals that assume these positions, are classified as a CSA at IECC: President, Administrative Assistant to the President, Dean of Instruction, Administrative Assistant to the Dean of Instruction, Athletic Director, Athletic Coach, Student Organization Advisor, Retention Coordinator, Title IX Coordinator, Sexual Misconduct Investigators, and Members of the Threat Assessment and Behavioral Intervention Team (TABIT).

Reporting a Crime

Illinois Eastern encourages all students and employees to report all on-campus incidents of criminal activity, including but not limited to, murder, rape, sexual assault, robbery, aggravated assault, burglary, and motor vehicle theft, along with on-campus arrests for liquor law violations, drug law violations, and weapons possessions to the President or his/her designee. Reports may be made in person to the President's Office at each respective campus, or to any Campus Security Authority (CSA) during regular hours of operation, or to the appropriate law enforcement agency. Students and employees are encouraged to report all crimes considered to be a threat to students and employees so that Illinois Eastern can determine if preventive measures can be implemented to prevent recurrence of a particular crime. Reporting is also requested for evening classes and college events occurring at locations other than college property.

Any crime reported to IECC officials will require appropriate attention in order to adhere with state and federal regulations and/or the possible issuance of timely warnings. IECC does not have confidential crime reporting options.

Crime report documentation and records are maintained in a centralized office location upon receipt of reports from CSAs, College officials, and/or local law enforcement agencies.

Response to a Report

College officials will cooperate with local law enforcement officials during an ongoing criminal investigation on an as-needed basis. In the interim, college officials can ensure victims are provided with on-campus resources and/or information about any off-campus services as necessary.

College officials may also convene the Student Disciplinary Committee or TABIT in response to an incident that has occurred on campus, if applicable, for review and for potential action, as appropriate. Upon written request, IECC will release the report on the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator to the victim of a crime of violence or a non-forcible sex 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 this purpose.

IECC does not have any employees performing in an official pastoral or professional counselor role although referrals are made to professional counselors and counseling organizations; therefore, IECC does not have policies or procedures that encourage crime reporting procedures to clients receiving counseling services.

Timely Warning Notices

IECC will monitor and cooperate with law enforcement agencies to keep students and employees apprised of reported crimes and arrests of students and employees which occur in the college community. A Timely Warning Notice will be distributed to the college community when a crime is reported that poses a serious or continuing threat to the campus community. Timely Warning Notices will be distributed using the Emergency Notifications in the ReGroup System or through the Student Portal.

Timely Warnings are usually distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: major incidents of arson, murder/non negligent manslaughter, and robbery. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by the appropriate college officials. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other college community members and a Timely Warning would not be distributed. In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. Sex offenses 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 college officials. Cases involving property crimes will be assessed on a case-by-case basis and alerts will typically be sent if there is a discernible pattern of crime.

The President or his/her designee reviews all reports to determine if there is an on-going threat to the community and if the distribution of a Timely Warning is warranted. If warranted, the President, or his/her designee, will distribute the Timely Warnings using the systems identified above. Timely Warnings will 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.

Security, Access, and Maintenance of Campus Facilities

IECC custodial and maintenance staff or other District personnel are responsible for the security, access, and maintenance of all District buildings and grounds. Lighting, landscaping, and other safety-related aspects of the campuses are continually monitored, maintained, and repaired.

As such, custodial and maintenance staff or other college personnel will be present on campus during all times that classes are in session. IECC buildings and facilities are generally intended for the use and benefit of the students and employees. However, the facilities are open and accessible during normal business hours and into the evening and weekend hours depending on class schedules and events. Visitors and guests seeking to utilize college facilities are required to make prior arrangements with the appropriate college officials. Note: IECC does not own or control any residence halls or student housing.

IECC does not possess a campus security department or campus law enforcement; therefore, each College is routinely patrolled by local law enforcement agencies to evaluate and monitor security-related matters. There is no memorandum of understanding regarding any topic, including the investigation of criminal incidents, in place between IECC, the colleges, and local law enforcement agencies. IECC maintains a working relationship among college officials and state and local law enforcement agencies for the investigation of alleged criminal offenses.

Campus Emergency Response Plans and Immediate Notification

The Illinois Eastern Community Colleges Board of Trustees recognizes the importance of creating and maintaining Emergency Response Plans that outline the plan for managing major emergencies and incidents that may threaten the health, safety, and welfare of the college community or disrupt its programs or activities. The Emergency Response Plans meet the requirements of the Illinois Campus Security Enhancement Act of 2008 (P.A. 095-0881; 110 ILCS 12/20) and the Illinois Administrative Code Part 305 and are compliant with the Illinois Emergency Management Agency Act (20 ILCS 3305) and the National Incident Management System (NIMS). The Emergency Response Plans also provide for Business Continuity (Annex 10) and Academic Continuity (Annex 11) which includes general framework for planning and decision making as it pertains to the academic and business functions of IECC in case of a campus emergency.

The college President, or his/her designee, coordinates appropriate actions, on behalf of the college, in all emergencies in accordance with the respective college's Emergency Response Plan. A Continuity of Administration team is outlined in each Emergency Response Plan and consists of the President, Dean of Instruction, Director of Instructional Services, Director of Business, and Operations & Maintenance Team Leader at each college.

Emergency Response Plans are reviewed and revised, as necessary, on an annual basis. Procedures for specific emergency scenarios are accessible to students, faculty, staff and the public through a link from the IECC homepage.

Initiation of Emergency Response Plan

The President, or designee, in conjunction with the national weather service, local first responders, health service departments, college administrators, etc., will be responsible for confirming the existence of a significant emergency or dangerous situation.

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus, the President or designee will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The President, or designee, will collaborate with Public Information and Marketing to craft the message that will be distributed via some, or all the systems described below to communicate the threat to the college community, or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population.

IECC will use an Emergency Alert system to communicate an immediate threat to the campus community. The Emergency Alerts will be delivered in the form of a text message and/or email to alert students and employees, within minutes, whenever a significant emergency or dangerous situation has occurred which may pose a potential threat. The Emergency Alerts will include instructions for taking appropriate actions. Individuals of the larger community can opt-in to receive the Emergency Alerts based on the college of their choice, by registering at www.iecc.edu/safety. Email notifications can also be sent via the Student Portal to notify the entire college community of an ongoing threat.

Emergency Drills and/or Testing

Emergency drills and the testing/evaluation of emergency notifications and responses are conducted on an annual basis, involving the college community at each of the colleges. The exercise and drill may be announced or unannounced and response and effectiveness will be evaluated and documented. IECC distributes its emergency response and evacuation procedures to appropriate college officials and all relevant agencies that may serve the college community in the event of an emergency, including but not limited to local law enforcement agencies, healthcare facilities, emergency management agencies, counseling centers, fire departments, etc. Emergency evacuation information and routes are posted in all facilities.

Summary of General Evacuation Procedures

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. In addition to fire drills, other drills that are annually conducted at each college may include active shooter situation drills, gas leak drills, and/or earthquake drills. Evacuation drills are used to educate and train occupants on fire safety issues specific to their building. During the drill, occupants “practice” drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating the occupants of each building about the evacuation procedures during the drills, the process also provides the college an opportunity to test the operation of fire alarm system components.

The following steps have been outlined in the college emergency guides located throughout the campuses to inform students, employees, and visitors of the appropriate actions to take in the event of a fire situation:

If you discover a fire:

- Manually activate the building's fire alarm system immediately.
- Evacuate the building, closing doors and windows in your immediate area.
- Assist those who need help, but carefully consider whether you may put yourself at risk.
- Evacuate to an Evacuation Assembly Area. If not known, exit the building and find a safe location. If you are not able to evacuate, go to an Area of Rescue Assistance, if you can.
- Call 911.
- Alert authorities to those who may need assistance.
- Do not re-enter the building until informed by emergency response personnel that it is safe to return.

If a fire alarm is activated:

- Evacuations are mandatory for fire alarms and when directed by authorities. No exceptions!
- Take critical personal items only (keys, purse, and outerwear) and close doors behind you.
- Assist those who need help, but carefully consider whether you may put yourself at risk.
- Evacuate to an Evacuation Assembly Area. If not known, exit the building and find a safe location. If you are not able to evacuate, go to an Area of Rescue Assistance, if you can.
- Alert authorities to those who may need assistance.
- Do not re-enter the building until informed by emergency response personnel that it is safe to return.

If caught in smoke:

- Drop to your knees and crawl to the closest safe exit.
- Breathe through your nose, and use a shirt or towel to breathe through, if possible.

If trapped in a building:

- Close all doors and windows.
- Place something under the door to prevent smoke from entering.
- Attempt to go to a window to signal people outside of the building.
- Call 911.

Using a fire extinguisher:

- **Report the fire first.** Call 911 before attempting to use an extinguisher.
- Use a fire extinguisher only if you have been trained to do so. Improper use of an

- extinguisher can increase the hazard.
- If you have any doubt about your ability to fight the fire, exit immediately.
- If you decide to use a fire extinguisher, place yourself between the fire and your exit from the area.
- To use the fire extinguisher, follow the PASS method:
 - P**ull the pin. This will break the tamper seal if one is provided.
 - A**im low, pointing the extinguisher nozzle (or the horn or hose) at the base of the fire.
 - S**queeze the handle to release the extinguishing agent.
 - S**weep from side-to-side at the base of the fire until the fire is out. Watch the area.

Campus Safety and Security Procedures and Prevention of Crime Programming

IECC annually distributes the Campus Safety and Security brochure at new student orientation sessions, in brochure display racks, and in new student informational folders and/or packets. This brochure contains the Campus Safety and Security Policy, which outlines the appropriate individuals in which crimes should be reported; an overview of policies to ensure campus safety and security of students and employees alike, such as drug-free workplace and concealed firearms; a breakdown of the campus crime statistics per college; and identifies the responsibilities students must embrace to ensure the safety of themselves and those around them. The Campus Safety and Security brochure is distributed annually to all IECC employees as well.

Additionally, evacuation and shelter maps are posted in all classrooms, office areas, and in various public locations at each of the colleges. Each of the colleges has an extensive security camera system. These cameras are monitored intermittently by college administrators.

Crime Statistics

The IECC crime report statistics are compiled from all reported incidents to the designated officials at each of the colleges. A formal police report is not needed for a statistic to be included in the annual crime report.

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the college community obtained from the following sources including but not limited to: Albion Police Department, Chatham Police Department, Clay County Sheriff's Department, Edwards County Sheriff's Department, Fairfield Police Department, Flora Police Department, Girard Police Department, Lawrence County Sheriff's Department, Mt. Carmel Police Department, Newton Police Department, Olney Police Department, Richland County Sheriff's Department, Robinson Police Department, Saline County Sheriff's Department, Wayne County Sheriff's Department, and non-police officials identified by Federal Law as Campus Security Authorities at each of the colleges. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported.

The report is published by October 1 of the current year and includes statistics for three previous calendar years. For example, the report published by October 1, 2021, includes statistics for the

2018, 2019, and 2020 calendar years. The President or designee compiles crime report statistics for any incident which occurs at any college-owned or operated location. The staff, in cooperation with local law enforcement agencies, keeps a record of these statistics and reports the information to the National Uniform Crime Report Division of the FBI.

The Crime Report Statistics for the previous three calendar years are as follows:

Frontier Community College				
Offense	Year	On Campus	Non-Campus	Public Property
Murder/Non-Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offenses Forcible	2018	0	0	0
	2019	0	0	0
	2020	0	1	0
Sex Offenses Non-Forcible	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Robbery	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Aggravated Assault	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Burglary	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Motor Vehicle Theft	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Arson	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Domestic Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Dating Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Stalking	2018	0	0	0

	2019	0	0	0
	2020	0	0	0
<i>Arrests or Disciplinary Referrals</i>				
Liquor Law Violation	2018	0	0	0
	2019	0	0	0
	2020	0	0	1
Drug Law Violation	2018	0	0	1
	2019	0	0	0
	2020	0	0	2
Illegal Weapons Possession	2018	0	0	0
	2019	0	0	0
	2020	0	0	0

Hate Crimes: There were no reported hate crimes for 2018, 2019, or 2020.

*Note: FCC does not have on-campus student housing, nor does FCC own or control the non-campus student housing. However, the majority of the non-campus housing residents are FCC students. Therefore, crime statistics are collected and included within this report.

Lincoln Trail College

Offense	Year	On Campus	Non-Campus	Public Property
Murder/Non-Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offenses Forcible	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offenses Non-Forcible	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Robbery	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Aggravated Assault	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Burglary	2018	0	0	0
	2019	1	0	0
	2020	1	0	0
Motor Vehicle Theft	2018	0	0	0

	2019	0	0	0
	2020	0	0	0
Arson	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Domestic Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Dating Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Stalking	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Arrests or Disciplinary Referrals				
Liquor Law Violation	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Drug Law Violation	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Illegal Weapons Possession	2018	0	0	0
	2019	0	0	0
	2020	0	0	0

Hate Crimes: There were no reported hate crimes for 2018, 2019, or 2020.

*Note: LTC does not have on-campus student housing, nor does LTC own or control the non-campus student housing. However, the majority of the non-campus housing residents are LTC students. Therefore, crime statistics are collected and included within this report.

Olney Central College

Offense	Year	On Campus	Non-Campus	Public Property
Murder/Non-Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offenses Forcible	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offenses	2018	0	0	0

Non-Forcible	2019	0	1	0
	2020	0	0	0
Robbery	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Aggravated Assault	2018	0	0	1
	2019	0	0	0
	2020	0	1	0
Burglary	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Motor Vehicle Theft	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Arson	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Domestic Violence	2018	0	0	1
	2019	0	0	0
	2020	0	1	0
Dating Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Stalking	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Arrests or Disciplinary Referrals				
Liquor Law Violation	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Drug Law Violation	2018	0	0	4
	2019	0	0	0
	2020	0	0	0
Illegal Weapons Possession	2018	0	0	0
	2019	0	0	0
	2020	0	0	0

Hate Crimes: There were no reported hate crimes for 2018, 2019, or 2020.

*Note: OCC does not have on-campus student housing, nor does OCC own or control the non-campus student housing. However, the majority of the non-campus housing residents are OCC students. Therefore, crime statistics are collected and included within this report.

Wabash Valley College

Offense	Year	On Campus	Non-Campus	Public Property
Murder/Non-Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Negligent Manslaughter	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offenses Forcible	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Sex Offenses Non-Forcible	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Robbery	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Aggravated Assault	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Burglary	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Motor Vehicle Theft	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Arson	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Domestic Violence	2018	0	0	0
	2019	0	0	0
	2020	0	1	0
Dating Violence	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
Stalking	2018	0	0	0
	2019	0	0	0
	2020	0	0	0
<i>Arrests or Disciplinary Referrals</i>				
Liquor Law Violation	2018	0	0	1
	2019	0	0	0
	2020	0	0	0

Drug Law Violation	2018	0	0	1
	2019	0	0	0
	2020	0	0	0
Illegal Weapons Possession	2018	0	0	0
	2019	0	0	0
	2020	0	0	0

Hate Crimes: There were no reported hate crimes reported for 2018, 2019, or 2020.

*Note: WVC does not have on-campus student housing, nor does WVC own or control the non-campus student housing. However, the majority of the non-campus housing residents are WVC students. Therefore, crime statistics are collected and included within this report.

Definitions of Reportable Crimes

Aggravated assault

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied using a weapon or by a 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 that could and possibly would result in serious personal injury if the crime were successfully completed.)

Arson

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

Burglary

The unlawful entry of a structure to commit a felony or a theft.

Murder and non-negligent manslaughter

The willful (non-negligent) killing of one human being by another.

Negligent manslaughter

The killing of another person through gross negligence.

Drug abuse violations

Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

Hate crimes

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: Race, Gender, Gender Identity, Religion, Sexual Orientation, Ethnicity, and Disability.

As of August 14, 2008, the Clery Act was amended to include larceny/simple assault, intimidation and destruction/damage/vandalism (except arson) as reportable categories of hate crimes.

Liquor law violations

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

Motor vehicle theft

The theft or attempted theft of a motor vehicle.

Robbery

The 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.

Sex Offenses – Forcible

Forcible rape

The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against that person's will, where the victim is incapable of giving consent because of his or her temporary or permanent mental or physical incapacity (or because of his or her youth).

Forcible sodomy

Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will, where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.

Sexual assault with an object

The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against that person's will, where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.

Forcible fondling

The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against that person's will, where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.

Sex Offenses – Non-Forcible

Incest

Non-forcible sexual intercourse between people who are related to each other within degrees wherein marriage is prohibited by law.

Statutory rape

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

Weapon law violations

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

Definitions of Geography

For purposes of reporting statistics, the district must distinguish criminal offenses according to the location at which they occur. Geographic locations are defined as follows:

On-Campus: Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including any building or property that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.

Non-Campus: Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. Note: The Colleges do not own or control any housing facilities; however, crime statistics have been collected and presented in the tables above due to many of the residents at these housing facilities being IECC students. Furthermore, IECC does not have any student organizations that own or control non-campus facilities.

Public Property: All public property, including thoroughfares, streets, sidewalks and parking facilities, that is within the campus/location or immediately adjacent to and accessible from the campus/location. IECC crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus/location boundaries.

Incident Log

While IECC is not required to maintain a daily crime log based upon federal guidelines, crime report documentation and records are maintained in a centralized office location upon receipt of reports from CSAs.

Illinois Sex Offender Registry

The Illinois Sex Offender Registration Act, [730 ILCS 150/3](#), requires students and employees to register at the college or university in which they attend or are employed. The purpose of this policy is to outline IECC's registration requirements for students or employees who are convicted sex offenders or sexual predators who are required to register as such pursuant to the Illinois Sex Offender Registration Act.

Within three days of enrollment, admittance, or employment at IECC, or upon the conviction of a sexual offense that requires registration pursuant to the Illinois Sex Offender Registration Act, any student or employee that is required to register as a sex offender pursuant to the Illinois Sex Offender Registration Act must register with Student Services at the college of attendance or the IECC Human Resources Department at the District Office (if an employee).

Any student or employee who fails to register with the appropriate college/district officials within three days of enrollment, admittance, employment, or conviction, as required by the Act, will be subject to immediate expulsion from the College or dismissal from employment with the district.

To access the statewide registry or for additional information regarding registered sex offenders in Illinois, visit the [Illinois Sex Offender Registry](#) online.

Nondiscrimination

Illinois Eastern Community College District No. 529 does not discriminate based on race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

CTE program/courses offerings and admission criteria are detailed at www.iecc.edu/programs.

Inquiries regarding this nondiscrimination policy may be directed at:

Libby McVicker

Program Director of Grants and Compliance

Title IX Coordinator/ADA Coordinator

320 East North Avenue

Noble, IL 62868

618.393.3491 or mcvickero@iecc.edu

Inquiries may also be made directly to the U. S. Department of Education, Office for Civil Rights:

Citigroup Center

500 W. Madison St., Suite 1475

Chicago, IL 60661-4544

312.730.1560

OCR.Chicago@ed.gov

Policy Regarding Firearms at IECC

The possession and/or use of firearms, ammunition, fireworks, dangerous materials, or combustible materials, except by law enforcement officials, when being used for approved course work, or when the Concealed Firearms Policy (100.28) applies, is strictly prohibited on campuses and in any Illinois Eastern Community Colleges building. Violators will be reported to local law enforcement agencies and can face immediate expulsion or dismissal from the college.

Concealed Firearms Policy (100.28)

Concealed Firearms

It is the policy of the Board of Trustees to comply with the provisions of the Firearm Concealed Carry Act PA 98-63 and subsequent amendments by Administrative Rule and Public Act.

Under that Act, the Board hereby adopts the definitions contained therein, "concealed firearm" means a loaded or unloaded handgun carried on or about a person completely or mostly concealed from the public view or on or about a person within a vehicle. "Handgun" means any device which is designed to expel a projectile or projectiles by the action of an explosion, expansion of gas, or escape of gas that is designed to be held and fired using a single hand.

Prohibited Areas

The Board declares the following as prohibited areas as set forth under Section 65 of the Act. A licensee under this Act shall not knowingly carry a concealed firearm on or into any real property, including parking areas, sidewalks, and common areas under the control of Illinois Eastern Community Colleges.

Firearms and District Vehicles

Further, the Board prohibits people from carrying a firearm within a vehicle owned, leased, or controlled by the district.

Enforcement of Existing Policy

The Board directs the administration to enforce existing regulations, or policies regarding student, employee, or visitor misconduct and to discipline those who violate these regulations and policies, including suspension and expulsion.

Designated Parking Lots

The Board directs the Administration to set forth regulations, or policies regarding the storage or maintenance of firearms, which must include designated areas where persons can park vehicles that carry firearms.

Firearms Possession for Instructional Purpose

Students are permitted to carry or use firearms for the limited purpose of instruction and curriculum in officially recognized district approved educational programs, including but not limited to gunsmithing. Further, students may carry and use firearms in approved courses and at approved sites for purposes of instruction and attainment of concealed carry permits.

Firearms in "Case" and Parking at Prohibited Parking Lots

Notwithstanding the prohibition against firearms in parking lots owned and operated by the district, Board recognizes that under the Concealed Carry Act, any licensee, prohibited from carrying a concealed firearm into a district parking area as specified in the Act and Board policy, 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. For purposes of this exception, "case" includes a glove compartment or console that completely encloses the concealed firearm or ammunition, the trunk of the vehicle, or a firearm carrying box, shipping box, or other container.

Concealed Carry in a Prohibited Parking Lot

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 vehicle's trunk.

Posting Signs

The district shall post signs stating that the carrying of firearms is prohibited and these signs shall be clearly and conspicuously posted at the entrance to district buildings, premises, or real property specified as prohibited areas. Signs shall be of a uniform design and shall comply with established state regulations as to size and content.

Suspension of Concealed Carry License

Student and licensees are hereby notified that a concealed carry license shall be suspended by the appropriate authorities if an order of protection, including an emergency order of protection, plenary order of protection, or interim order of protection under Article 112A of the Code of Criminal Procedure of 1963 or under the Illinois Domestic Violence Act of 1986, is issued against a licensee.

Students and licensees shall not carry a concealed firearm while under the influence of alcohol, other drug or drugs, intoxicating compound or combination of compounds, or any combination thereof, under the standards set forth in subsection (a) of Section 11-501 of the Illinois Vehicle Code.

Policies Regarding Alcohol, Illegal Drugs, and Tobacco

IECC prohibits the possession, use, or sale of alcohol or illegal drugs on any IECC properties or at any IECC-sponsored classes, programs, services, or other activities and events. Any violation of IECC Substance Abuse Policy or Drug-Free Workplace Policy will result in the involvement of appropriate law enforcement officials. IECC and all its properties are smoke-free campuses. IECC cooperates with all outside law enforcement agencies regarding the enforcement of state and federal underage drinking and drug laws.

Substance Abuse Policy (100.9)

The Board of Trustees recognizes the importance of a college environment which is free of substance abuse. Programs of education, rehabilitation and treatment are implemented to promote a substance-free college environment. The college environment includes students, employees and other people participating in District 529-sponsored classes, programs, services and other activities and events.

Section 22 of the Drug Free Schools and Communities Act Amendments of 1989 (DFSCA) added section 1213 to the Higher Education Act of 1965 (HEA), requiring that all institutions receiving federal financial assistance, including student financial aid, implement a drug prevention program.

Pursuant to section 22 of the DFSCA, Drug-Free Workplace Act of 1988, and the Controlled Substance Act of 1970, Illinois Eastern Communities Colleges prohibits the unlawful possession, sale, transfer, purchase, or use of alcohol, unlawful narcotics, cannabis or any other controlled substance on college property or on the premises where college activity is occurring.

Under federal jurisdiction, the possession, sale, transfer, purchase, or use of cannabis, including medical marijuana, is unlawful. Therefore, although Illinois state legislation permits the authorized use of medical marijuana, under physician prescription, and recreational marijuana, for residents of or above the age of 21 (effective January 1, 2020), the possession, sale, transfer, purchase or use of all cannabis, is prohibited on college property or on the premises where college activity is occurring.

Students and employees in violation of this policy are subject to disciplinary action including, but not limited to, referral to counseling, academic suspensions or expulsions for students, and termination of employment for employees. Any illegal substance abuse instance will result in the involvement of law enforcement officials.

Contractors to District 529 are expected to comply with the Drug-Free Workplace Act of 1988.

Drug-Free Workplace Policy (400.19)

Illinois Eastern Community Colleges has a duty to protect its employees, students and the public from dangers posed by the unlawful manufacture, distribution, dispensation, possession, or use of drugs in the workplace. The college will take all reasonable steps to insure a drug-free workplace in its programs during the performance of any federal contract work. IECC policy strictly prohibits all employees engaged in performing federal contract work from unlawfully manufacturing, distributing, dispensing, possessing, or using controlled substances in the workplace.

I. Notice of Conviction

As a condition of employment, all employees directly engaged in performing work under federal grants must agree to comply with this policy and must agree to notify the President or the Chancellor no later than five (5) days after any conviction for workplace violation of a criminal drug statute. The Agency will report such convictions to the federal government within ten (10) days. Any employee who is convicted of such a crime is also subject to discipline up to and

including discharge. Where appropriate, in the College's discretion, employees who are convicted of such crimes may be required to participate satisfactorily in a drug rehabilitation or counseling program.

II. Definitions

The term "controlled substances" means substances listed in Schedules I through V of Section 202 of the Controlled Substances Act, 21 U.S.C., ' 812. Among other substances, it includes such illegal drugs as marijuana, cocaine, crack, PCP, heroin, morphine and LSD. For the purpose of this policy, drugs are defined as any drug which is not legally obtainable and/or any drug which is legally obtainable, such as a prescription drug but which is not legally obtained, is not being used for prescribed purposes and/or is not being taken according to prescribed dosages. The phrase "conviction for a violation of a criminal drug statute" means a finding of guilt, a no contest plea or an imposition of sentence by any judicial body for any violation of any state or federal criminal statute involving the manufacture, distribution, dispensation, use or possession of any controlled substance.

III. Penalties for Violation

Compliance with this policy is a condition of continued employment. Consequently, a violation of any aspect of this policy will render college employees subject to disciplinary action, up to and including termination. Alternatively, if deemed appropriate by the college under the circumstance, any employee who violates this policy may be required to participate in and complete a drug abuse assistance or rehabilitation program to the satisfaction of the Agency.

Tobacco Free/Smoke Free Campus Policy (100.15)

The Board of Trustees of Illinois Eastern Community Colleges recognizes the importance of providing a healthy environment for students, staff, and the general public in compliance with the Illinois Smoke Free Campus Act (Public Act 98-0985). In addition to smoking, the district further extends the prohibition to include tobacco products and the littering of tobacco product remains or any other related tobacco waste product on district property.

As of July 1, 2015, smoking and the use of tobacco products is prohibited on all IECC property, both indoors and outdoors, with the only exception being persons in non-district owned or leased vehicles.

This policy applies to any individual on IECC property, including but not limited to students, faculty, staff, contractors, subcontractors, volunteers, members of the public, business invitees, and visitors to the college. This policy is applicable twenty-four (24) hours a day, seven (7) days a week and will be communicated to all through conspicuous signage. Maps depicting the locations where smoking and tobacco use are prohibited will be posted on the IECC website. Persons who purposely violate this policy shall be subject to appropriate disciplinary action.

Definitions

"Smoking" means (1) lighting or burning any type of matter or substance that contains tobacco, including but not limited to cigarettes, cigars, cigarillos, pipes, beedies, kreteks, water pipes, bong, and hookahs; (2) lighting or burning of non-tobacco plants or marijuana (including medical

marijuana); and (3) using electronic cigarettes, electronic vaporizing devices, personal vaporizers, electronic nicotine delivery systems, or any electronic inhaler that is meant to simulate and substitute for tobacco smoking.

“Tobacco Products” means all forms of tobacco, including but not limited to cigarettes, cigars, cigarillos, smokeless tobacco, snuff, chewing tobacco, or any other similar tobacco product.

“IECC Property” means any property owned, leased, occupied, operated or otherwise controlled by Illinois Eastern Community Colleges, including but not limited to vehicles, academic and auxiliary buildings, entrances to buildings, classrooms, laboratories, residence halls, elevators, stairwells, restrooms, roofs, meeting rooms, hallways, lobbies, conference facilities, athletic complexes, exterior open spaces, lots, driveways, loading docks, sidewalks, and walkways, and as further set forth on the Tobacco-Free Campus Map for each college.

Alcohol and Drug Prevention Program/Education and Awareness

Communicating IECC’s Substance Abuse and Drug-Free Workplace policies to all individuals is critical to its success. To ensure all IECC employees are aware of their role in supporting these policies, all employees will receive a summary of the Drug-Free Schools and Communities Policies and a web link to access the complete policy documents twice annually during the notification of policies. Students will receive an email twice annually about the District’s Substance Abuse Policy. Also, there are flyers and brochures throughout IECC facilities for reference by staff, faculty, students, and/or visitors. The Substance Abuse Policy is posted annually in the Student Handbook for each of the colleges and the Employee Handbook contains the Drug-Free Workplace Policy.

IECC will make a good faith effort to have and to maintain an alcohol- and drug-free workplace and learning environment.

Health Risks

IECC recognizes that the use of illicit drugs and alcohol abuse may lead to severe health risks.

Health risks associated with alcohol abuse and/or illicit drug use:

- Violence – fights, vandalism, sexual assaults, homicide and suicide are far more likely to occur when drinking is involved.
- Unprotected sex – individuals are less likely to use safer sex practices when drinking, which can result in unplanned pregnancy and infection with a sexually transmitted disease.
- Serious injury – over 53% of all fatal automobile accidents in the U.S. involve alcohol use.
- Addiction – although anyone can become addicted, those with a family history of alcohol or other drug addiction are at least four times more likely to develop alcoholism.
- Lowered resistance to disease/illness.
- Increased risk of ulcers, heart disease, and cancers of the liver, mouth, throat and stomach.
- Fetal Alcohol Syndrome (FAS)/Fetal Alcohol Effects (FAE) – women who drink during pregnancy may give birth to infants with physical deformities, brain damage and mental retardation. If a woman is pregnant, trying to become pregnant, or suspects she is

pregnant; she should abstain from alcohol and other drug use.

- Illicit drug use may result in:
 - Physical or psychological dependency;
 - A craving or inability to stop using drugs;
 - Adverse effects on the body systems; injury due to motor vehicle crashes, assaults or other unintended acts.
 - Disruption of personal relationships and work habits;
 - Ineligibility for some types of employment.
- Misuse of alcohol or drugs inhibits a person's ability to act responsibly or react quickly. Below are a few safety tips to keep in mind:
 - Limit alcohol intake.
 - Avoid combining alcohol with prescription medicines and club drugs; the combination can be dangerous.
 - Never leave a drink unattended or accept a pre-poured drink from a stranger.
 - Buzzed or drunk driving is deadly and illegal; leave your vehicle parked and find other transportation. Your life and others' lives depend upon your decision.

Alcohol-Free Opportunities

Students are encouraged to take advantage of alcohol-free programming and other activities that occur on- and off-campus.

Illinois State Law on Alcohol

It is illegal for anyone under the age of 21 to possess any alcoholic beverages. It is illegal for anyone under 21 to present false evidence of age to purchase any alcoholic beverage. It is illegal to sell or give away alcoholic beverages to a person who is, actually or apparently, under 21 or intoxicated. An underage drinking violation can result in loss of a driver's license for a full year. Penalties for utilizing a false ID to obtain alcohol illegally have increased and include a possible loss of license. Driving while under the influence of alcohol or drugs is a criminal offense. In Illinois, the legal limit is .08% (BAC), and if you are under the age of 21, there cannot be any alcohol in your system. A driver who is intoxicated and causes someone's death in an accident may be charged with vehicular manslaughter. If a person is injured by someone who is intoxicated, he or she could have a right of action to recover damages against the person who unlawfully caused or contributed to such intoxication. Infractions of the state's alcohol laws can be punishable by one or more of these punishments: fines, probation and/or jail time.

Illinois State Law on Controlled Substances

The Illinois state drug laws prohibit possession, sale and/or distribution of marijuana, even in the smallest quantity or unlawful possession of even small amounts of a controlled substance (e.g., cocaine, LSD, PCP, hallucinogenic substances, stimulants, narcotics) and possession of drug paraphernalia. Violations of the state's laws are punishable by a fine and/or imprisonment. Penalties depend on the quantity involved, the criminal record of the violator, and other factors. A Class A misdemeanor may result in a \$1,000 fine and/or up to one year in jail. A felony conviction for possession of marijuana is punishable by a fine of up to \$25,000 and up to \$200,000 for possession of a controlled substance. Penalties for manufacturing and sale of a

controlled substance are more severe.

Federal Law on Controlled Substances

The following infractions are punishable according to federal law: first conviction of illegal possession of a controlled substance, subsequent convictions for illegal possession of a controlled substance, federal trafficking of marijuana (depends on the form of the substance, quantity, and record of the violator) and federal trafficking of controlled substances such as heroin, cocaine, PCP, and LSD (depends on the substance, quantity, and record of the violator).

Penalties for infractions of the federal drug law include imprisonment for up to one year and/or a fine of up to \$100,000. Subsequent convictions carry stiffer criminal penalties. Other penalties may apply, such as forfeiture of property used in connection with the crime, denial of certain federal benefits and revocation of certain federal licenses. A first offense violation may result in five years to life imprisonment (depending on the quantity) and/or a fine of \$250,000 to \$4 million.

Policy on Student Conduct (500.8)

Regulations shall be adopted for student conduct, based on the Board's belief that students are considered to have reached an age of responsible citizenship and are expected to conduct themselves in a responsible manner both on and off campus. Students, through the act of registration at one of the Illinois Eastern Community Colleges, obligate themselves to obey all rules and regulations which the institution formulates and publishes at iecc.edu/studentconduct. The complete Student Code of Conduct can be requested in the student services office.

Resources for Assistance for Students and Employees

There are no on-campus resources for students or employees seeking assistance with substance use. However, there are multiple resources included below from which students and employees alike could seek assistance.

- Alcoholics Anonymous (www.aa.org)
- Alcoholics Anonymous of Southern Illinois (www.southernillinoisaa.org)
- Narcotics Anonymous (www.na.org)
- Illinois Department of Human Services, Division of Alcoholism and Substance Abuse; Questions about alcohol and substance abuse (866-213-0548)
- Illinois Department of Human Services Helpline for Information and Referral Services (800-843-6154)
- Wabash Community Health Center, Mt. Carmel (618-263-4970)
- Jasper County Health Department; Newton (618-783-4154)
- Lawrence County Health Department; Lawrenceville (618-943-3302)
- Carle Richland Memorial Hospital (Olney office 618-392-1486; Bridgeport office 618-945-3001)
- Egyptian Public and Mental Health; Fairfield office (618-516-5326)

Resources for Assistance – Employees ONLY

Employees of the District who are concerned about their own drug or alcohol use and/or of their extended family members, may contact the Employee Assistance Plan (EAP) at 888.628.4809 or online at www.guidanceresources.com.

Sexual Misconduct, Prevention and Awareness, and Associated Procedures

Preventing Sexual Misconduct Policy (100.31)

I. Policy Statement

Illinois Eastern Community Colleges District #529 is committed to maintaining a safe and healthy educational and employment environment that is free from discrimination, harassment and other misconduct based on sex, which includes sexual orientation and gender-related identity. The college prohibits all forms of sex-based misconduct, including but not limited to sex discrimination, sexual harassment, sexual violence, domestic violence, dating violence, and stalking. The college also prohibits discrimination and harassment based on sex, sexual orientation, gender-related identity and expression, pregnancy, and parental status under its Nondiscrimination Policy (100.8).

It is the policy of Illinois Eastern Community Colleges to comply with Title IX of the *Education Amendments of 1972* ("Title IX"), the *Violence Against Women Reauthorization Act* ("VAWA"), Title VII of the *Civil Rights Act of 1964* ("Title VII"), the *Illinois Human Rights Act*, the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* ("Clery Act"), the *Preventing Sexual Violence in Higher Education Act*, and all other applicable laws and local ordinances regarding unlawful sex-based discrimination, harassment or other misconduct.

Individuals found to have engaged in prohibited sex-based misconduct will be subject to disciplinary action, up to and including termination and/or expulsion from the college.

II. Title IX Compliance

As required under Title IX, the College does not discriminate based on sex in the education program or activity that it operates. This requirement not to discriminate extends to admission and employment.

The college has designated the Program Director of Grants and Compliance as the Title IX Coordinator, who is responsible for coordinating the college's efforts to comply with its responsibilities under Title IX. Inquiries about the application of Title IX and 34 C.F.R. Part 106 may be directed to the college's Title IX Coordinator, the Assistant Secretary for Civil Rights at the United States Department of Education, or both.

III. Retaliation Prohibited

Any form of retaliation, including intimidation, threats, harassment and other adverse action taken or threatened against any complainant or person reporting sex discrimination, sexual harassment or other sex-based misconduct, or against any person cooperating in the investigation of allegations of sex-based misconduct (including testifying, assisting or

participating in any manner in an investigation), is strictly prohibited.

IV. Implementing Procedures

The college will establish, maintain and publish procedures implementing this Policy, which set forth:

- The scope and jurisdiction of the college's prohibition on sex-based misconduct.
- Definitions of prohibited conduct.
- Responsibilities of and contact information for the college's Title IX Coordinator(s) and the Department of Human Resources.
- Options for assistance following an incident of sex-based discrimination, harassment or other misconduct.
- Procedures for reporting and confidentially disclosing alleged sex-based misconduct, including a mechanism for reporting and independent review of allegations against one elected official by another elected official.
- The college's response to reports of alleged sex-based misconduct.
- The college's grievance process for complaints alleging Title IX sexual harassment and/or alleging sexual violence, domestic violence, dating violence, or stalking.
- Prevention and education programming provided to college students; and
- Training and education provided to the Title IX Coordinator, Title IX investigators, and anyone else involved in the receipt of reports of, responding to, investigating or adjudicating alleged incidents of sexual discrimination, harassment or other misconduct, or involved in the referral or provision of services to survivors.

IECC PREVENTING SEXUAL MISCONDUCT PROCEDURE

I. Purpose

Illinois Eastern Community Colleges District #529 is committed to maintaining a safe and healthy educational and employment environment that is free from discrimination, harassment, and misconduct based on sex, which includes sexual orientation or gender-related identity. The purpose of this procedure is to implement IECC's Preventing Sexual Misconduct Policy 100.31 and Nondiscrimination Policy 100.8, ensure a safe and healthy educational and employment environment, and meet legal requirements in accordance with: Title IX of the *Education Amendments of 1972* ("Title IX"), which prohibits discrimination on the basis of sex in IECC's education programs or activities; relevant sections of the *Violence Against Women Reauthorization Act* ("VAWA"); Title VII of the *Civil Rights Act of 1964* ("Title VII"), which prohibits discrimination on the basis of sex in employment; relevant sections of the *Illinois Human Rights Act*, which prohibits discrimination on the basis of sex or sexual orientation, including gender-related identity; the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* ("Clery Act"), which requires timely warning to the community of certain immediate threats; the *Preventing Sexual Violence in Higher Education Act*; and other applicable law and local ordinances.

IECC has an affirmative duty to take immediate and appropriate action once it knows or its administration should know of an act of sex-based discrimination, sexual harassment or other

sex-based misconduct in any of its educational or employment programs or activities. IECC will promptly and thoroughly investigate any complaints of sexual discrimination, harassment and/or misconduct as set forth below.

II. Jurisdiction

IECC's Preventing Sexual Misconduct Policy and this procedure applies to students, faculty, staff, appointees, or third parties, regardless of sexual orientation or gender-identity, whenever the misconduct occurs:

- A.** On IECC property; or
- B.** Off IECC property if:
 - 1. The conduct was in connection with an IECC College or an IECC College-recognized program or activity; or
 - 2. The conduct may have the effect of creating a hostile environment for a member of an IECC College community.

III. Scope

This Procedure governs sex-based misconduct in various forms, many of which may trigger legal obligations under one or more state and federal laws. In no case does the inapplicability of a particular legal framework require IECC not to address an act of misconduct falling within the scope of this procedure.

Sections I-VII and IX-X include provisions relevant to sex-based misconduct in all its forms.

Sections VI.A and VI.B address reporting for students and employees, respectively. Section VIII, which describes a grievance process with a required live hearing, applies only to formal Title IX complaints and complaints alleging sexual violence, domestic violence, dating violence or stalking.

IV. Administration

A. Title IX Coordinator

Illinois Eastern Community Colleges has designated the Program Director of Grants and Compliance as the Title IX Coordinator. Contact information for the Title IX Coordinator is as follows:

Libby McVicker
Illinois Eastern Community Colleges
320 East North Avenue

Noble, IL 62868
Telephone: (618) 393-3491
Email: mcvickero@iecc.edu

Responsibilities of the Title IX Coordinator(s) include, but are not limited to:

- Overseeing IECC's response to all Title IX reports and complaints and identifying and addressing any patterns or systemic problems revealed by such reports or complaints.
- Being informed of all reports and complaints raising Title IX issues, including those initially filed with another individual or office or if the investigation will be conducted by another individual or office.
- Conducting and/or assigning Title IX investigations, including the investigation of facts relative to a complaint.
 - With respect to Title IX complaints that relate to an IECC employee as the complainant or as the respondent, the Title IX Coordinator(s) will partner with the Department of Human Resources to manage the investigation into the allegations and recommend any appropriate sanctions against an employee.
 - The Title IX Coordinator must not be the decision-maker for a determination of responsibility in response to a formal Title IX complaint of sexual harassment.
- Coordinating any appropriate supportive measures and ensuring the effective implementation of any remedies.
- Ensuring that appropriate policies and procedures are in place for working with law enforcement and coordinating services with local victim advocacy organizations and services providers, including rape crisis centers.
- Ensuring that adequate training is provided to students, faculty and staff on Title IX issues.
- Monitoring students' participation in athletics and across academic fields to ensure that sex discrimination is not causing any disproportionate enrollment based on sex or otherwise negatively affecting a student's access to equal educational opportunities.
- Developing a method to survey the school climate and coordinating the collection and analysis of information from that survey.
- Promoting an educational and employment environment which is free of sex discrimination and gender bias.

Inquiries concerning the application of Title IX may be referred to the Title IX Coordinator(s) or to the Assistant Secretary for Civil Rights at the United States Department of Education:

Office for Civil Rights, Chicago Office
U.S. Department of Education
Citigroup Center
500 W. Madison Street, Suite 1475
Chicago, IL 60661-4544
Telephone: (312) 730-1560
Email: OCR.Chicago@ed.gov

B. IECC Department of Human Resources

The IECC Department of Human Resources will partner with the Title IX Coordinator with respect to any complaints of sex-based misconduct that involve an IECC employee as the complainant or as the respondent. For any such complaints that involve an IECC employee as the respondent and fall outside the scope of Title IX, the IECC Department of Human Resources will manage the investigation into the allegations and issue a decision and any appropriate sanction(s).

For complaints of sex-based misconduct that involve an IECC employee as the respondent, investigatory and disciplinary procedures required by any applicable collective bargaining agreement will apply in addition to this procedure.

V. Options for Assistance Following an Incident of Sex-Based Discrimination, Harassment or Misconduct

A. Emergency Response

1. Anyone who experiences or observes an emergency should immediately contact local law enforcement by calling 911.
2. Although the Board of Trustees strongly encourages all individuals to report violations of this policy to law enforcement, it is the victim's choice whether to make such a report, and victims have the right to decline involvement with the local police. Filing a police report can include, but is not limited to, giving an oral and/or written statement to the appropriate law enforcement agency. Local law enforcement agencies are outlined in the table below.

B. Off-Campus Health Care Options

The following local health, mental health, counseling and advocacy services are available for victims. At a victim's request, IECC Title IX Coordinator or a Deputy Title IX Coordinator (identified in Appendix B) can assist victims in accessing these services.

- a. IECC Employee Assistance Program 1-855-775-4357 or <https://rsli.acieap.com/>
- b. Illinois Coalition Against Sexual Assault: 217-753-4117 or www.icasa.org
- c. National Sexual Assault Hotline: 800-656-HOPE (4673); <https://www.rainn.org/get-help/national-sexual-assault-hotline>
- d. National Domestic Violence Help Line: 877-TO END DV (877-863-6338); http://www.cityofchicago.org/dam/city/depts/fss/supp_info/DV/MODVsafteycardEnglish.pdf
- e. AARDVARC – An Abuse, Rape and Domestic Violence Aid and Resource Collection at www.aardvarc.org
- f. The Illinois Coalition Against Domestic Violence: 217-789-2830; http://www.ilcadv.org/about_icadv/contact.asp
- g. Illinois Attorney General’s Office: 1-800-228-3368; www.ag.state.il.us/victims/
- h. Illinois Crime Victims Bill of Rights 725 ILCS 120-1: <http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=1970&ChapterID=54>
- i. Illinois Crime Victims Compensation Program: 800-228-3368; <http://www.ag.state.il.us/victims/cvc.html>
- j. Illinois Department of Children and Family Services: 800-25-ABUSE (800-252-2873); <http://www.state.il.us/dcf/index.shtml>

Frontier Community	Lincoln Trail	Olney Central	Wabash Valley
Fairfield Police 911	Robinson Police 911	Olney Police 911	Mt. Carmel Police 911
Wayne Co. Sheriff 618-842-6631	Crawford Co. Sheriff 618-546-1515	Richland Co. Sheriff 618-395-7481	Wabash Co. Sheriff 618-262-4186
*Fairfield Memorial Hospital 303 NW 11 th Street Fairfield, IL 62837-2601 618-842-2611	*Crawford Memorial Hospital 1000 N Allen Street Robinson, IL 62454 618-544-3131	*Carle Richland Memorial Hosp. 800 E. Locust Street Olney, IL 62450 618-395-2131	*Wabash General Hospital 1418 College Drive Mt. Carmel, IL 62863 618-262-8621
SAFE 618-316-7017	CAISA Olney 618-879-2130 Robinson 618-544-9379	CAISA Olney 618-879-2130 Robinson 618-544-9379	CAISA Olney 618-879-2130 Robinson 618-544-9379
Egyptian Behavior Health (Fairfield Office) 618-516-5326	Lawrence County Health Dept. 618-943-3302	Jasper County Behavioral Health (Olney Office) 618-783-4154	Wabash County Health Center Regular Hours 618-263-4970

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

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

Off-campus health care providers will generally maintain confidentiality and not share information with IECC unless the reporting person requests disclosure and signs a consent or waiver form. Note, however, that while these health care providers may maintain a reporting person’s confidentiality vis-à-vis IECC, they may have other reporting obligations under State law.

C. State of Illinois Sexual Harassment and Discrimination Helpline

The Illinois Department of Human Rights has established a helpline for individuals to obtain information about their reporting options and referrals to other resources. The helpline is available Monday through Friday, from 8:30 a.m. to 5:00 p.m., at (877) 236-7703.

VI. Making a Report of Alleged Sex-Based Misconduct

Any student, employee, or community member who wishes to avail himself or herself of this procedure may do so by making a report to any Responsible Employee, as defined below. Detailed information concerning student and employee reporting is as follows.

A. Student Reporting

Illinois Eastern Community Colleges encourages students who have experienced sex-based misconduct to talk with someone about what happened so that they can get the support they need and so that IECC can respond appropriately. Different employees on campus have different reporting obligations regarding alleged sex-based misconduct. Some IECC employees (referred to as “Responsible Employees”) are required to report all incidents of sex-based misconduct to the Title IX Coordinator, including the identities of the persons involved in the incident. While only designated Responsible Employees are required to report all incidents of sex-based misconduct to the Title IX Coordinator, all members of the IECC community (including students) are encouraged to report such incidents to the Title IX Coordinator.

The various reporting options available are set forth in further detail below. Regardless of to whom a report is made, IECC will provide the person alleged to be the victim, if identified, with concise information, written in plain language, of the person’s rights and options pursuant to this procedure.

Immunity for Good-Faith Reporting: Students who in good faith report an alleged violation of IECC’s Policy Preventing Sexual Misconduct will be granted immunity and will not receive a disciplinary sanction for a student conduct violation (such as underage drinking) revealed during reporting. Immunity will not be provided for student conduct violations which IECC determines are egregious, including without limitation misconduct which places the health or safety of another person at risk.

1. Student Reporting to the Title IX Coordinator

Students are encouraged to report alleged incidents of sex-based misconduct to the Title IX Coordinator directly. IECC’s Title IX Coordinator is:

Libby McVicker, Program Director of Grants and Compliance
Address: 320 East North Avenue, Noble, IL 62868
Telephone: 618-393-3491
Email: mcvickero@iecc.edu

2. Student Reporting to Responsible Employees

A Responsible Employee, as defined in Appendix A, must report to the Title IX Coordinator all relevant details about an alleged incident of sex-based misconduct

shared by a student, including the date, time and specific location of the alleged incident, and the names of all involved individuals. To the extent possible, information shared with a Responsible Employee will be disclosed only to the Title IX Coordinator and/or those individuals responsible for handling IECC's response to the report.

The following categories of employees are IECC's Responsible Employees:

- Title IX Coordinator
- College and District Administration
- Supervisors and Managerial Staff
- Faculty
- Coaches and Athletic Directors
- Student Advisors and Student Group Advisors

Before a student reveals any information to a Responsible Employee, the employee should ensure that the student understands the employee's reporting obligations. If the student wants to make a confidential report, the Responsible Employee should direct the student to the confidential resources listed in Section VI.A.3 below.

If the student wants to tell the Responsible Employee what happened, but also maintain confidentiality, the employee should tell the student that IECC will consider the request, but that IECC cannot guarantee it 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's request for confidentiality.

3. Confidential Reporting

Students who wish to confidentially report an incident of sex-based misconduct may make a confidential report to:

*CAISA (serving Lincoln Trail, Olney Central, and Wabash Valley)

Olney Office 618-879-2130

Robinson Office 618- 544-9379

After-Hours Crisis Hotline: 866-288-4888

*SAFE (serving Frontier Community)

Mt. Vernon, IL Office 618-316-7017

After-Hours Crisis Hotline: 800-625-1414

The individuals in this list are Confidential Advisors, as defined in Appendix A. Professional, licensed counselors who provide mental health counseling to students (including counselors who act in that role under the supervision of a licensed counselor) are not required to report any information about an alleged incident to the Title IX Coordinator without a student's permission.

Note: While the individuals listed above may maintain a student’s confidentiality vis-à-vis IECC, they may have reporting or other obligations under State law. Any IECC 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 IECC determines that a person alleged to be the perpetrator of sexual misconduct poses a serious and immediate threat to the IECC community, Administration may be called upon to issue a timely warning to IECC community. Any such warning will not include any information that identifies the person alleged to be the victim.

4. Electronic and/or Anonymous Reporting

IECC maintains 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 he/she enters information, that entering personally identifying information may serve as notice to IECC for the purpose of triggering an investigation. Anonymous reports can be filed at www.iecc.edu/titleix. Where a reporter chooses to provide his/her identity and contact information, IECC will respond to the reporter within 12 hours.

5. Note Regarding Student Participation in 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 IECC of sex-based discrimination, harassment or misconduct for purposes of triggering an obligation to investigate any incident(s). Such events may, however, inform the need for campus-wide education and prevention efforts, and the district will provide information about students’ rights at these events.

B. Employee Reporting

1. Alleged Sex-Based Misconduct of a Student

In addition to the reporting requirements for Responsible Employees (see Section VI.A), all IECC employees who have information regarding sex-based misconduct of a student should report it to the Title IX Coordinator or any Responsible Employee.

2. Alleged Sex-Based Misconduct of an Employee

An employee should notify the Title IX Coordinator or the Director of Human Resources if he or she believes that IECC or a member of the IECC community has engaged in sex discrimination, sexual harassment or other sex-based misconduct in violation of IECC's Preventing Sexual Misconduct Policy or Nondiscrimination Policy.

C. Board Member Reporting

Members of IECC's Board of Trustees and other elected officials should promptly report claims of sex-based misconduct against a Board member. Board members and elected officials should report claims of sex-based misconduct against a Board member to the Board Chair or Chancellor. If the report is made to the Chancellor, the Chancellor shall promptly notify the Board Chair, or if the Board Chair is the subject of the complaint, the Board Vice Chair. When a complaint of sex-based misconduct is made against a member of the Board of Trustees, the Board Chair shall consult with legal counsel for IECC to arrange for an independent review of the allegations. If the allegations concern the Board Chair, or the Board Chair is a witness or otherwise conflicted, the Board Vice Chair shall so consult with legal counsel. If the allegations concern both the Board Chair and the Board Vice Chair, and/or they are witnesses or otherwise conflicted, the Board Secretary shall so consult with legal counsel. The investigator shall prepare a written report and submit it to the Board.

VII. IECC Response to Reports of Alleged Sex Discrimination, Harassment or Other Misconduct

A. Processing of Report

Upon receipt of a report, the Title IX Coordinator will analyze the report to determine the appropriate method for processing and reviewing it.

For any report alleging sexual harassment, as defined under Title IX, and/or alleging sexual violence, domestic violence, dating violence or stalking pursuant to the *Preventing Sexual Violence in Higher Education Act*, the Title IX Coordinator will promptly contact the person alleged to be the victim (hereinafter "complainant") to:

1. Discuss the availability of supportive measures (see Section VII.B below).
2. Consider the complainant's wishes with respect to supportive measures.
3. Inform the complainant of the availability of supportive measures with or without the filing of a formal complaint; and
4. Explain to the complainant the process for filing a formal complaint.

B. Supportive Measures

Supportive measures (also referred to as “interim protective measures”) are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to a complainant or respondent, irrespective of whether a formal complaint has been filed.

Examples of supportive measures that IECC may offer include, but are not limited to:

- Counseling and mental health support.
- Extensions of deadlines or other course-related adjustments.
- Leaves of absence.
- Changes to academic, living, dining, transportation and/or working schedules or situations.
- Increased security and monitoring of certain areas of campus.
- Issuance and enforcement of mutual campus no contact orders; and
- Enforcement of an order of protection or no contact order entered by a State civil or criminal court.

A report of alleged sex-based misconduct may also prompt IECC to consider broader remedial action, such as increased monitoring, supervision or security at locations where the alleged incident occurred; increased education and prevention efforts, including to targeted population groups; the use of climate assessments and/or victimization surveys; and/or revisions to IECC’s policies and practices.

IECC will maintain as confidential any supportive measures provided to a complainant or respondent, to the extent that maintaining such confidentiality would not impair IECC’s ability to provide the supportive measures.

The Title IX Coordinator is responsible for coordinating IECC’s implementation of supportive measures.

C. Emergency Removals and/or Administrative Leave

Prior to initiating or completing the Grievance Process in response to a formal complaint, described further in Section VIII below, or in the absence of a formal complaint, IECC may remove a respondent from IECC’s education program or activity on an emergency basis. Where the alleged conduct, if proven, would constitute sexual harassment as defined under Title IX, IECC will effectuate an emergency removal only where IECC has determined, based on an individualized safety and risk analysis, that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal. In such cases, IECC will provide the respondent with notice and an opportunity to challenge the decision immediately following the removal.

In addition, IECC may place an employee on administrative leave during the pendency of the Grievance Process in response to a formal complaint.

D. Clery Act Reporting Obligations

Pursuant to the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (“Clery Act”), 20 U.S.C. § 1092(f), IECC will issue timely warnings to the campus community about crimes that have already occurred but may continue to pose a serious or ongoing threat to students and employees. The *Clery Act* also requires IECC to maintain a public crime log and publish an Annual Security Report (“ASR”) available to all current students and employees. The ASR documents three calendar years of select campus crime statistics (including statistics regarding incidents of dating violence, domestic violence, and stalking), security policies and procedures, and information on the basic rights guaranteed to victims of sexual assault.

VIII. Grievance Process for Complaints Alleging Title IX Sexual Harassment and/or Alleging Sexual Violence, Domestic Violence, Dating Violence or Stalking

For purposes of this Grievance Process, a formal complaint is a document filed by a complainant or signed by the Title IX Coordinator, alleging (a) sexual harassment in violation of Title IX and/or (b) sexual violence, domestic violence, dating violence or stalking in violation of the *Preventing Sexual Violence in Higher Education Act*; and requesting that IECC investigate the allegation. At the time of filing a formal complaint pursuant to this Grievance Process, the complainant must be participating in or attempting to participate in IECC’s education programs or activities, either as a student or an employee. Should a formal complaint be filed, the Title IX Coordinator will investigate the formal complaint or appoint a qualified person to undertake the investigation on his or her behalf.

IECC, as it deems appropriate, may extend the time provided in this Grievance Process to comply with a requirement and may postpone the scheduled date for any proceeding, meeting, or hearing, provided that the extended deadline or postponed date would not exceed a time limit required by law. If one of the parties requested the extension or postponement, it will be available on an equal basis to both parties.

A. Notice of Allegations

Within 10 business days after signing a formal complaint or receiving a formal complaint filed by a complainant, the Title IX Coordinator will provide written notice to the known parties of the following:

1. This Grievance Process, including the informal resolution process, where applicable.
2. The allegations potentially constituting sexual harassment under Title IX and/or sexual violence, domestic violence, dating violence or stalking under the *Preventing Sexual Violence in Higher Education Act*, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview.

3. That the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process.
4. That the parties may have an advisor of their choice, who may be, but is not required to be, an attorney.
5. That the parties may inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including evidence upon which IECC does not intend to rely on in reaching a determination regarding responsibility, and inculpatory or exculpatory evidence, whether obtained from a party or other source.
6. The IECC Student Code of Conduct provision(s) prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

If, during an investigation, IECC decides to investigate allegations that are not included in the initial written notice of allegations, the Title IX Coordinator will provide subsequent written notice of the additional allegations to all known parties.

B. Informal Resolution

At any time after receiving the initial notice of allegations (See Section VIII.A above), and prior to a determination regarding responsibility being reached, the complainant and respondent may request to participate in an informal resolution process. Informal resolution will only occur with both parties' voluntary, written consent. At any time prior to agreeing to a resolution, any party will have the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint.

Note: IECC does not permit informal resolution in cases involving acts by an IECC employee toward a student.

C. Consolidation of Formal Complaints

The Title IX Coordinator may consolidate formal complaints as to allegations against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sexual misconduct arise out of the same facts or circumstances.

D. Dismissal of Formal Complaints

If, during the course of an investigation or following an investigation into a formal complaint, the Title IX Coordinator or designated Investigator determines that the conduct alleged in the formal complaint would not constitute sexual harassment as defined in 34

C.F.R. § 106.30 (Title IX) even if proved, did not occur in IECC's education program or activity, or did not occur against a person in the United States, then the Title IX Coordinator will dismiss the formal complaint with regard to that conduct for purposes of Title IX. In cases where IECC determines that Title IX is not applicable, but IECC still intends to apply this Grievance Process to resolve the alleged misconduct, IECC will inform the parties that Title IX is inapplicable but that such Process will nevertheless be applied. In addition, dismissal of a formal complaint for purposes of Title IX does not preclude action under other IECC policies and procedures.

The Title IX Coordinator may dismiss a formal complaint, or any allegations therein, at any time during an investigation if: (1) the complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein; (2) the respondent is no longer enrolled or employed by IECC; or (3) specific circumstances prevent IECC from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

Upon dismissal—either of a complaint altogether, or of a complaint for purposes of Title IX—the Title IX Coordinator or Investigator will promptly send written notice of the dismissal and reason(s) for the dismissal simultaneously to the parties. Dismissal of a formal complaint under this process does not preclude action under other IECC policies and procedures.

E. Investigation of Formal Complaint

The Title IX Coordinator will appoint one or more trained investigators to undertake an investigation into a formal complaint. Throughout the investigation, the parties will be afforded an equal opportunity to present witnesses including fact and expert witnesses and other inculpatory and exculpatory evidence. The Investigator will not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence. Any proceeding, meeting, or hearing held to resolve formal complaints pursuant to this Grievance Process will protect the privacy of the participating parties and witnesses.

Both parties will be afforded an opportunity to be accompanied to any meeting or proceeding by an advisor of their choice, who may be, but is not required to be, an attorney. The advisor's role is limited to providing support, guidance and/or advice, and to conducting cross-examination during the live hearing (see Section VIII.F below). A party's advisor may not speak on behalf of the party during any meeting, interview, or hearing and must comply with all behavioral rules and expectations set forth in this procedure. If a party's advisor violates this procedure or engages in behavior that harasses, abuses, or intimidates a party, witness or individual resolving a complaint, that advisor may be prohibited from further participation.

When a party's participation is invited or expected at an investigative interview or other meeting, the Investigator will provide that party with written notice of the date, time,

location, participants, and purpose of said interview or meeting at least three (3) business days prior to the interview or meeting.

At the conclusion of the investigation and prior to the Investigator's completion of his/her investigative report, the Investigator will send to each party (and the party's advisor, if any) the evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, [in electronic format / in hard copy]. The parties will have 10 business days to submit a written response to the evidence, which the Investigator will consider prior to completion of his/her investigative report.

After receiving and reviewing the parties' written responses, if any, the Investigator will create an investigative report that fairly summarizes the relevant evidence and will forward a copy of his/her report to the Title IX Coordinator. Upon receipt of the Investigator's Report, the Title IX Coordinator will schedule a hearing. At least 10 business days prior to the hearing, the Title IX Coordinator will:

- (1) Provide both parties with written notice of the hearing date, time, location, participants (including the name of the appointed Hearing Officer) and purpose of the hearing; and
- (2) Send to each party (and the party's advisor, if any) the investigative report [in electronic format or hard copy] for their review and written response.

F. Hearings

A hearing will be conducted by a Hearing Officer appointed by IECC. Both parties will have the opportunity to request a substitution if the participation of the appointed Hearing Officer poses a conflict of interest. A party wishing to request a substitution must contact the Title IX Coordinator within three (3) business days after the party's receipt of the notice of hearing to make such a request.

At the request of either party, IECC will arrange for the live hearing to occur with the parties located in separate rooms, with technology enabling the Hearing Officer and parties to simultaneously see and hear the party or witness answering questions. A party wishing to request that the live hearing occur with the parties located in separate rooms must contact the Title IX Coordinator to request such an arrangement at least three (3) business days in advance of the hearing. IECC may conduct any live hearing virtually, with the participants in one or more separate geographical locations, and with technology enabling participants simultaneously to see and hear each other.

At the live hearing, each party's advisor will be permitted to ask the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility. Such cross-examination will be conducted directly, orally, and in real time by the party's advisor of choice and may never be conducted by a party personally.

If a party does not have an advisor who is available to conduct cross-examination on behalf of that party at the live hearing, then IECC will provide the party with an advisor of IECC's choice, free of charge, to conduct cross-examination on behalf of that party. To invoke this right, the party must notify the Title IX Coordinator at least three (3) business days in advance of the hearing that the party does not have an advisor to conduct cross-examination. A party who fails to notify IECC that he/she does not have an advisor within the required three (3) business day timeframe will waive the right to request that an advisor be appointed.

Only relevant questions, as determined by the Hearing Officer, may be asked by a party or witness. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant and will not be permitted, except where:

1. The questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant; or
2. The questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.

If a party or witness does not submit to cross-examination at the live hearing, either due to absence from the hearing or due to the party's or witness's refusal to answer cross-examination or other questions, the Hearing Officer will not rely on any statement of that party or witness in reaching a determination regarding responsibility; however, the Hearing Officer will not draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.

IECC will make all evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint available for the parties' inspection and review during the hearing. In addition, IECC will create an audio or audiovisual recording, or transcript, of the live hearing, which the Title IX Coordinator will make available to the parties for inspection and review upon request.

G. Determination Regarding Responsibility

Within ten (10) business days after the conclusion of the hearing, the Hearing Officer will decide regarding responsibility. The Hearing Officer will apply a preponderance of the evidence standard when determining responsibility. Within seven (7) business days of reaching his/her decision, the Hearing Officer will issue a written determination to both parties simultaneously. The written determination will include:

1. Identification of the allegations potentially constituting sexual harassment as defined in 34 C.F.R. § 106.30 (Title IX) and/or constituting sexual violence, domestic violence,

dating violence or stalking pursuant to the *Preventing Sexual Violence in Higher Education Act*.

2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
3. Findings of fact supporting the determination;
4. Conclusions regarding the application of IECC Student Code of Conduct or other conduct standards to the facts;
5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions IECC imposes on the respondent, and whether remedies designed to restore or preserve equal access to IECC's education program or activity will be provided by IECC to the complainant; and
6. The procedures and permissible bases for the complainant and respondent to appeal.

H. Appeals

Both parties will have the right to appeal any determination regarding responsibility, and any dismissal of a formal complaint or allegations therein, to the Chancellor or designee. An appeal must be based on one or more of the following grounds:

1. A procedural irregularity occurred.
2. New evidence or information exists that could affect the outcome of the matter.
3. The Title IX Coordinator, Investigator or Hearing Officer had a conflict of interest or bias for or against complainants or respondents generally, or the individual complainant or respondent, that affected the outcome of the matter: and/or
4. The sanction is disproportionate with the violation.

A party who wishes to appeal a determination regarding responsibility or a dismissal of a formal complaint or allegations therein must submit a written appeal request to the Title IX Coordinator within seven (7) business days of the party's receipt of the written determination or written dismissal notice. The written appeal request must identify the ground(s) on which the party seeks to appeal the determination or dismissal.

Within seven (7) business days of the Title IX Coordinator's receipt of an appeal request, the Title IX Coordinator will forward the appeal request to the Chancellor or designee and will notify the other party in writing that an appeal has been filed. Before reaching a

determination regarding the appeal, the Chancellor will afford both parties an equal opportunity to submit a statement in support of, or challenging, the determination or responsibility or dismissal that is the subject of the appeal. Within seven (7) business days after the Chancellor or designee has concluded his/her review of the appeal, the Chancellor or designee will issue a written decision simultaneously to both parties, describing the outcome of the appeal and the rationale for the outcome. The Chancellor's or designee's decision is final.

IX. Prevention and Education for Students

IECC 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 IECC policies and procedures, retaliation, survivor-centered and trauma-informed response, relevant definitions, and other pertinent topics.

IECC, in conjunction with its 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.

X. Training

The Title IX Coordinator, Sexual Misconduct Investigators, Hearing Officers, Appeal Authorities, Campus Security Authorities, and anyone else involved in the receipt of reports of, responding to, investigating or adjudicating alleged incidents of sexual discrimination, harassment or other misconduct, or involved in the referral or provision of services to survivors receive annual education and training on primary prevention, bystander intervention, risk reduction, consent, reporting obligations, investigation procedures, confidentiality requirements, relevant IECC policies and procedures, retaliation, survivor-centered and trauma-informed response, relevant definitions, and other pertinent topics.

In addition to the above training, individuals who investigate or resolve complaints, including through informal resolutions, receive at least 8-10 hours of annual training on issues related to *Preventing Sexual Violence in Higher Education Act* offenses including sexual violence, domestic violence, dating violence, and stalking; the scope of IECC's education program or activity; the Title IX and IECC definitions of sexual harassment; how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias; and how to conduct IECC's Grievance Process outlined in Section VIII, above. Decision-makers receive training on any technology to be used at live hearings and on issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant. Investigators receive training on issues of relevance to enable them to create an investigative report that fairly summarizes relevant evidence.

All Confidential Advisors receive 40 hours of training on sexual violence before being designated a Confidential Advisor. Annually thereafter, Confidential Advisors attend a minimum of six (6) hours of ongoing educational training on issues related to sexual violence. Confidential Advisors also receive periodic training on IECC administrative process, interim protective measures and accommodations, and IECC's Grievance Process pursuant to Section VIII above.

IECC, in conjunction with its task force established pursuant to the *Campus Security Enhancement Act of 2008* (110 ILCS 12/10), will annually review its training offerings to identify ways in which to enhance its effectiveness.

Any materials used to train the Title IX Coordinator, investigators, decision-makers, and any person who facilitates an informal resolution process, will not rely on sex stereotypes and will promote impartial investigations and adjudications of formal complaints of sexual harassment.

APPENDIX A

Definitions for IECC's Preventing Sexual Misconduct Procedure

- A. Bystander Intervention:** see Section 5 of the *Preventing Sexual Violence in Higher Education Act*, [110 ILCS 155/5](#).
- B. Complainant:** an individual who is alleged to be the victim of conduct that could constitute sex-based misconduct.
- C. Confidential Advisor:** a person who has received up to 40 hours of training previously and 6 hours of ongoing training annually and is contracted by IECC to provide emergency and ongoing support to student survivors of sexual violence. Confidential Advisors include persons employed by a community-based sexual assault crisis center (CAISA or SAFE) with whom IECC partners. Confidential Advisors are not required to report any information about an incident to the Title IX Coordinator without a victim's permission. Individuals designated as "Responsible Employees" in Section VI of this procedure are not Confidential Advisors.
- D. Consent:** knowing and voluntary agreement to engage in sexual activity. Coercion, force, or the threat of either invalidates consent. Consent may not be inferred from silence, passivity, or a lack of verbal or physical resistance. A person's manner of dress does not constitute consent. Past consent to sexual activities does not imply ongoing or future consent. Consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another person. Consent may be withdrawn at any time. A person cannot consent to sexual activity if that person is unable to understand the nature of the activity or give knowing consent due to circumstances, including without limitation the following: 1) the person is incapacitated due to the use or influence of alcohol or drugs; 2) the person is asleep or unconscious; 3) the person is underage; or 4) the person is incapacitated due to a mental disability.
- E. 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) where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- F. Domestic Violence:** includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the State of Illinois, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the State of Illinois.

- G. Education Program or Activity:** a location, event, or circumstance over which IECC exercised substantial control over both the respondent and the context in which the sex-based misconduct occurs, and includes any building owned or controlled by a student organization that is officially recognized by IECC.
- H. Hate Crime:** an act or an attempted act that violates a criminal statute by any person that in any way constitutes an expression of hostility toward the victim because of his or her sex, race, ethnicity, religion, age, disability, national origin, sexual orientation, or gender-related identity, color, marital status, military status or unfavorable military discharge.
- I. Hostile Environment Caused by Sexual Harassment:** a sexually harassing hostile environment is created when conduct by an individual is so severe, pervasive or persistent that it denies or limits an individual's ability to participate in or receive the benefits, services or opportunities of IECC's educational programs or activities or the individual's employment access, benefits or opportunities. In determining whether a hostile environment has been created, the conduct in question will be considered from both a subjective and an objective perspective of a reasonable person in the alleged victim's position, considering all the circumstances.
- J. Incapacitation:** when a person is incapable of giving consent due to the person's age, use of drugs or alcohol, or because an intellectual or other disability which prevents the person from having the capacity to give consent.
- K. Intimidation:** to intentionally make another timid or fearful, to compel or deter by or as if by threats. Intimidation is a form of retaliation prohibited by IECC's Policy Preventing Sexual Misconduct and this procedure.
- L. Preponderance of the Evidence:** when considering all the evidence in the case, the decision-maker is persuaded that the allegations are more probably true than not true.
- M. Respondent:** an individual who has been reported to be the perpetrator of conduct that could constitute sex-based misconduct.
- N. Responsible Employee:** an IECC employee who has the authority to redress sex-based misconduct, who has the duty to report incidents of such misconduct or other student misconduct, or whom a student could reasonably believe has this authority or duty. Section VI of this procedure lists categories of employees who are Responsible Employees for IECC.
- O. Retaliation:** any form of retaliation, including intimidation, threats, harassment and other adverse action taken or threatened against any complainant or person reporting or filing a complaint alleging sexual discrimination, harassment or misconduct or any person cooperating in the investigation of such allegations (including testifying, assisting or participating in any manner in an investigation) is strictly prohibited and may violate the protections of the *State Employees and Officials Ethics Act*, the *Whistleblower Act*, and the

Illinois Human Rights Act. Action is generally deemed adverse if it would deter a reasonable person in the same circumstances from opposing practices prohibited by IECC's Preventing Sexual Misconduct Policy and this procedure. Retaliation may result in disciplinary or other action independent of the sanctions or supportive measures imposed in response to the allegations of sexual discrimination, harassment or misconduct.

- P. Sexual Assault:** any type of sexual contact or behavior that occurs by force or coercion, without consent of the recipient of the unwanted sexual activity, or in a familial relationship of a degree that would prohibit marriage. It includes sexual acts against a person who is unable to consent either due to age or lack of capacity or impairment. Examples include forcible sexual intercourse, forcible sodomy, forcible fondling, child molestation, incest, attempted rape, statutory rape and rape. Sexual assault can occur between members of the same or opposite sex. Sexual assault includes any forced act against one's will where sex is the weapon.
- Q. Sex-Based Misconduct:** misconduct based on sex, sexual orientation or gender-related identity. Such misconduct includes sex discrimination, sexual harassment, sexual assault, sexual exploitation, dating violence, domestic violence, sexual violence and stalking.
- R. Sexual Exploitation:** when a person takes non-consensual or abusive sexual advantage of another for anyone's advantage or benefit other than the person being exploited, and that behavior does not meet the definition of sexual assault. Sexual exploitation includes prostituting another person, non-consensual visual or audio recording of sexual activity, non-consensual distribution of photos or other images of an individual's sexual activity or intimate body parts with an intent to embarrass such individual, non-consensual voyeurism, knowingly transmitting HIV or a sexually transmitted disease to another or exposing one's genitals to another in non-consensual circumstances.
- S. Sexual Harassment:** unwelcome sexual advances, requests for sexual acts or favors, and other verbal, non-verbal or physical conduct of a sexual nature when:
- Submission to such conduct is made explicitly or implicitly a term or condition of an individual's employment, academic advancement, evaluation, or grades.
 - Submission to or rejection of such conduct by an individual is used as a basis for employment, academic advancement, evaluation, or grading decisions affecting that individual.
 - Such conduct has the purpose or effect of substantially interfering with an individual's employment or educational performance or creating an intimidating, hostile, or offensive employment or educational environment; or
 - Such conduct denies or limits an individual's ability to participate in or receive the benefits, services or opportunities of IECC's educational programs or activities or the individual's employment access, benefits or opportunities.

Examples of conduct of a sexual nature may include:

- **Verbal:** Specific demands for sexual favors, sexual innuendoes, sexually suggestive comments, jokes of a sexual nature, sexual propositions, or sexual threats, whether spoken or in emails, articles, documents, or other writings.
- **Non-Verbal:** Sexually suggestive objects or pictures, graphic commentaries, suggestive or insulting sounds or gestures, leering, whistling, or obscene gestures.
- **Physical:** Touching, pinching, brushing the body, or any unwelcome or coerced sexual activity, including sexual assault.

T. Sexual Violence: physical sexual acts attempted or perpetuated against a person's will or where a person is incapable of giving consent (*e.g.*, due to the person's age, use of drugs or alcohol, or because an intellectual or other disability prevents the person from having the capacity to give consent). Sexual violence includes, but is not limited to, rape, sexual assault, sexual battery, sexual abuse and sexual coercion. All such acts of sexual violence are forms of sex discrimination prohibited by Title IX.

U. Survivor: an individual who has experienced sexual violence, domestic violence, dating violence, or stalking while enrolled, employed, or attending an event at a higher education institution.

V. Survivor-Centered: see Section 5 of the *Preventing Sexual Violence in Higher Education Act*, [110 ILCS 155/5](#).

W. Stalking: engaging in a course of conduct directed at a specific person that would cause a reasonable person to: 1) fear for his or her safety or the safety of others; or 2) suffer substantial emotional distress.

X. Threat: any oral or written expression or gesture that could be interpreted by a reasonable person as conveying an intent to cause harm to persons or property.

Y. Trauma-Informed Response: see Section 5 of the *Preventing Sexual Violence in Higher Education Act*, [110 ILCS 155/5](#).

Appendix B

Applicable roles for IECC's Preventing Sexual Misconduct Procedure described and named.

IECC Title IX Roles and Responsibilities

The IECC Title IX Coordinator will ensure that the Grievance Process for all Title IX complaints adhere to the IECC Title IX Policy and Procedures (100.31). The roles of Hearing Officer, Advisor, and Investigator will be provided district-wide, with the Title IX Coordinator assigning roles to the following IECC staff on a rotating basis.

Title IX Coordinator: is responsible for ensuring IECC compliance with Title IX laws and campus policies.

Libby McVicker, Program Director of Grants & Compliance, Illinois Eastern Community Colleges

Informal Resolution Facilitator: works with both parties to reach a written resolution to the Title IX Formal Complaint.

Libby McVicker, Program Director of Grants & Compliance, Illinois Eastern Community Colleges

Hearing Officer: also known as the Decision Maker in a Title IX hearing and decides whether a Title IX policy violation has occurred. The Decision Maker cannot be the same person as the Title IX Coordinator or Investigator.

*Rodney Ranes, President, Olney Central College
Matt Fowler, President, Wabash Valley College
Jay Edgren, President, Frontier Community College*

Appellate Hearing Officer: is the Decision Maker for an appeal to a determination in a Title IX Formal Complaint. The appeal decision-maker cannot be the same person who served as the Title IX Coordinator, investigator, or initial decision-maker.

Ryan Gower, Chancellor, Illinois Eastern Community Colleges

Advisors: support the student and provide advice about the investigation and disciplinary process. Students can use their own advisor (which can be an attorney), or one can be provided for them.

*Alyssa Maglone, Assistant Dean of Academic Services, Illinois Eastern Community Colleges
Amber Malone, Associate Dean of Admissions and Records, Illinois Eastern Community Colleges*

Investigators: Investigate and conduct interviews concerning allegations of sexual misconduct,

sexual assault, domestic violence, dating violence, or stalking.

Megan Black, Director of Instructional Services, Frontier Community College

Eric Resor, Recruiter/Advisor, Frontier Community College

Tyler Browning, Faculty, Lincoln Trail College

Rena Gower, Director of Academic Success Center, Lincoln Trail College

Linda Horn, Program Advisor, Allied Health, Olney Central College

Doug Shipman, Director of Business, Olney Central College

Tabatha Niduaza, Director of Academic Success Center, Wabash Valley College

Steve Patberg, Registrar, Wabash Valley College

Laurel Taylor, Director of Business & Finance, IECC Workforce Education

Kim Underwood, Associate Dean of Workforce Education, IECC Workforce Education

Bonnie Chaplin, Director of Financial Operations, Illinois Eastern Community Colleges

Alex Cline, Director of Information & Communications Technology, Illinois Eastern Community Colleges

Contact Information by Location:

Frontier Community College

2 Frontier Drive

Fairfield, IL 62837

Phone: (618) 842-3711

Lincoln Trail College

11220 State Highway 1

Robinson, IL 62454

Phone: (618) 544-8657

Olney Central College

305 North West Street

Olney, IL 62450

Phone: (618) 395-7777

Wabash Valley College

2200 College Drive

Mt. Carmel, IL 62863

Phone: (618) 262-8641

Workforce Education

John A. Logan College

Carterville, IL 62918

Phone: (618) 985-3741

Illinois Eastern Community Colleges

233 East Chestnut Street

Olney, IL 62450

Phone: (618) 393-2982

Notification of Rights and Options

A victim of Sexual Misconduct has a right to report (or not report) the incident to Illinois Eastern Community Colleges.

Reporting to IECC

If you choose to make a formal report, the following individuals will receive the report, investigate, and resolve the matter pursuant to Policy. IECC respects the sensitive nature of such complaints and the privacy of victims of Sexual Misconduct but cannot guarantee complete confidentiality in meeting its responsibility to investigate and address the report. Any of these individuals will help a victim notify law enforcement of an incident, although it is the victim's choice whether to make such a report.

- A. The Title IX Coordinator is Libby McVicker, Program Director of Grants & Compliance, 320 East North Avenue, Noble, IL 62686, 618-393-3491, mcvickero@iecc.edu.
- B. Additional Non-Confidential Resources On-Campus:
 - Faculty, Administrators & Supervisors
 - Athletic Directors & Coaches
 - Student Group Advisors & Student Advisors
- C. IECC Central Office, Human Resources Department (when an employee is involved): 618-393-2982, ext. 5521
- D. Electronic/Anonymous reporting: <https://www.iecc.edu/e4/forms/svcf/default.php>

Responsive Procedures

Upon receipt of a report, the Title IX Coordinator will analyze the report to determine the appropriate method for processing and reviewing it. For any report alleging sexual misconduct, the Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures (with or without filing a formal complaint) and explain to the complainant the process for filing a formal complaint.

Pursuant to Policy, IECC will investigate formal reports of Sexual Misconduct. A victim may request, and IECC will evaluate, interim protective measures to address victim safety, including obtaining and enforcing a no-contact order or order of protection. IECC does not issue such orders, but victims can contact local law enforcement agencies to secure a no-contact order or order of protection.

Upon receipt of a formal report of Sexual Misconduct, IECC will initiate a prompt, fair and thorough investigation coordinated by the Title IX Coordinator. The victim/complainant and respondent(s) will be afforded the opportunity to present information and witnesses, and IECC will make a good faith effort to contact and interview any witnesses identified by the parties, including those no longer at the College. IECC strictly prohibits retaliation against the complainant, respondent, or other witnesses.

Upon conclusion of the investigation, the Title IX Coordinator will notify the victim/complainant of the determination and of any remedies offered or provided by IECC to the victim and any disciplinary sanctions on the respondent(s) that directly relate to the victim/complainant. A victim/complainant and a student respondent may utilize the appeal process provided by Policy upon conclusion of the investigation.

Confidential Options for Reporting

The following confidential advisors have been identified to provide support to victims. These advisors are not required to report any information about an incident to the Title IX Coordinator without a victim's permission:

*CAISA (serving Lincoln Trail, Olney Central, and Wabash Valley)

Olney Office 618-879-2130

Robinson Office 618- 544-9379

After-Hours Crisis Hotline: 866-288-4888

*SAFE (serving Frontier Community)

Mt. Vernon, IL Office 618-316-7017

After-Hours Crisis Hotline: 800-625-1414

Additional Off-Campus Resources

The following local health, mental health, counseling and advocacy services are available for victims. At a victim's request, IECC personnel identified above can assist victims in accessing these services.

- a. IECC Employee Assistance Program 1-855-775-4357 or <https://rsli.acieap.com/>
- b. Illinois Coalition Against Sexual Assault: 217-753-4117 or www.icasa.org
- c. National Sexual Assault Hotline: 800-656-HOPE (4673); <https://www.rainn.org/get-help/national-sexual-assault-hotline>
- d. National Domestic Violence Help Line: 877-TO END DV (877-863-6338); http://www.cityofchicago.org/dam/city/depts/fss/supp_info/DV/MODVsafteycardEnglish.pdf
- e. AARDVARC – An Abuse, Rape and Domestic Violence Aid and Resource Collection at www.aardvarc.org
- f. The Illinois Coalition Against Domestic Violence: 217-789-2830; http://www.ilcadv.org/about_icadv/contact.asp
- g. Illinois Attorney General's Office: 1-800-228-3368; www.ag.state.il.us/victims/
- h. Illinois Crime Victims Bill of Rights 725 ILCS 120-1: <http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=1970&ChapterID=54>
- i. Illinois Crime Victims Compensation Program: 800-228-3368; <http://www.ag.state.il.us/victims/cvc.html>
- j. Illinois Department of Children and Family Services: 800-25-ABUSE (800-252-2873). <http://www.state.il.us/dcfs/index.shtml>

Frontier Community	Lincoln Trail	Olney Central	Wabash Valley
Fairfield Police 911	Robinson Police 911	Olney Police 911	Mt. Carmel Police 911
Wayne Co. Sheriff 618-842-6631	Crawford Co. Sheriff 618-546-1515	Richland Co. Sheriff 618-395-7481	Wabash Co. Sheriff 618-262-4186
*Fairfield Memorial Hospital 303 NW 11 th Street Fairfield, IL 62837-2601 618-842-2611	*Crawford Memorial Hospital 1000 N Allen Street Robinson, IL 62454 618-544-3131	*Carle Richland Memorial Hosp. 800 E. Locust Street Olney, IL 62450 618-395-2131	*Wabash General Hospital 1418 College Drive Mt. Carmel, IL 62863 618-262-8621
SAFE 618-316-7017	CAISA Olney 618-879-2130 Robinson 618-544-9379	CAISA Olney 618-879-2130 Robinson 618-544-9379	CAISA Olney 618-879-2130 Robinson 618-544-9379
Egyptian Behavior Health (Fairfield Office) 618-516-5326	Lawrence County Health Dept. 618-943-3302	Jasper County Behavioral Health (Olney Office) 618-783-4154	Wabash County Health Center Regular Hours 618-263-4970

** Indicates health care options which provide rape kits and/or Sexual Assault Nurse Examiners.
Seeking medical treatment also serves to preserve physical evidence of sexual violence.*

Memorandums of Understanding – Confidential Advisors

MEMORANDUM OF UNDERSTANDING

BETWEEN

COUNSELING & INFORMATION FOR SEXUAL ASSAULT/ABUSE

and

ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529

This agreement is made by and between Counseling & Information for Sexual Assault/Abuse (herein after called CAISA) a not-for-profit corporation, with primary offices located at 10499 N. State Highway 1 Robinson, Illinois 62454 and Illinois Eastern Community Colleges (herein after called higher education institution). This agreement is in effect from August 1, 2020, through July 31, 2021. Said parties respectively do hereby agree as follows:

Section I: Definitions

Survivor: a student who has experienced sexual violence, dating violence or stalking while enrolled in higher education.

Confidential Advisor: a person, contracted by a higher education institution to provide emergency and ongoing support to student survivors, who has completed 40 hours of training on sexual violence and completes 6 additional hours of training on sexual violence annually.

Comprehensive Policy: a policy created and implemented by a higher education institution to address student allegations of sexual violence, domestic violence, dating violence, and stalking. The components of this policy are outlined in the Preventing Sexual Violence in Higher Education Act, Public Act 099-0426.

Section II: Description of Services

All services to survivors, provided by CAISA will be within the guidelines of the Preventing Sexual Violence in Higher Education Act 110 ILCS 155/1-99 and within the bounds of the Confidentiality of Statements made to Rape Crisis Personnel 735 ILCS 5/8-802.1. This includes providing 24-hour emergency support, as well as facilitating ongoing support related to the institution's administrative processes on handling sexual violence, domestic violence, dating violence or stalking, providing information and support on reporting to law enforcement agency with jurisdiction over the matter, seeking emergency medical treatment, campus support services or community support services outside of CAISA (when necessary) and information on protective orders. CAISA will provide this service in a manner that protects the student's privacy and rights under the law. Note: CAISA does not directly provide services for domestic violence; however, CAISA will refer any survivors of such to the appropriate community-based domestic violence support agency.

Section III: CAISA Services and Responsibilities

1. A CAISA advocate/crisis counselor (hereinafter referred to as Advocate) who has attended a 40-hour training on sexual violence and received required training by ICASA will be on-call to provide telephone crisis counseling and advocacy for any survivor as defined by this agreement. These services will be available 7 days a week, 24 hours a day. The Institution's designated liaison (named Section V) will be provided with the contact information of the 24-hour CAISA hotline. Upon receiving a request for CAISA services through the hotline a call is

made to the CAISA advocate on call. Upon receiving the call, the CAISA advocate will respond to the request over the phone within 15 minutes.

2. The following services may be provided by the Advocate: crisis counseling, information on campus administration process, interim protective measures, local hospital and law enforcement information, information on victim's rights, referrals to services for on campus support and other outside community organizations and appropriate follow-up services. A phone call will be made to the survivor within 24 hours of the requests made.
3. If the student is within the 6-county area CAISA serves the CAISA advocate can assist with accompaniment to a police station, administrative hearings or court proceedings. Accompaniment to Hospital ER rooms is also provided. Appropriate referrals will be made after an assessment is completed.
4. CAISA will provide counseling/advocacy services in accordance with the policies of Illinois Coalition Against Sexual Assault (ICASA) community-based sexual assault crisis centers.
5. Provide the Institution with brochures and literature on how to contact CAISA in addition to CAISA services and their role as Confidential Advisors to the Institution.
6. Provide the Institution with as-needed support and assistance in ensuring compliance with Preventing Sexual Violence in Higher Education Act, including but not limited to consultation; drafting or reviewing of comprehensive policies to address sexual violence; informational notices to students; curriculum development of student workshops on sexual violence; as well as answering questions related to student disclosures and needed faculty support.
7. Provide Institution with an aggregated report of calls originating from the Institution's students, with basic non-identifying information on a scheduled basis. Information will only be provided within the bounds of the Confidentiality of Statements Made to Rape Crisis Personnel 735 ILCS 5/8-802.1.

Section IV: The Institution's Services and Responsibilities

Regarding linkage to crisis intervention services for student survivors, the Institution will:

1. Ensure students have knowledge of CAISA hotline number and how to call immediately for assistance. CAISA will provide support to any student survivor of sexual violence regardless of gender or age. The obligation to make a confidential advisor available to all students is outlined in the Preventing Sexual Violence in Higher Education Act.
2. Provide CAISA with up-to-date information on the Institution's comprehensive policy on preventing sexual violence. This includes but is not limited to information on the administrative processes, campus reporting options, interim protective measures, accommodations, complaint resolution procedures and Title IX Coordinator contact information.
3. Provide CAISA with information on campus support services such as counseling and onsite medical services, if applicable.
4. Adhere to all aspects of the Preventing Sexual Violence in Higher Education Act, including but not limited to allowing CAISA to liaise with necessary campus authorities to secure interim protective measures and accommodations for the survivor.

5. Schedule annual training for any employee of higher education institution who is involved in the receipt of a student report of an alleged incident of sexual violence, domestic violence, dating violence or stalking, the referral or provision of services to a survivor, or any campus complaint resolution procedure that results from an alleged incident of sexual violence, domestic violence, dating violence or stalking. Training will include topics relating to and serving survivors of sexual assault and survivor-centered trauma informed response.

Section V: Additional Considerations

Both the Institution and CAISA will designate liaisons to maintain communication between both parties. These liaisons must have access to statistical information regarding services to survivors and be able to make decisions should there be a question about policy, procedure or clarification regarding the roles of CAISA or the Institution.

The liaison for the Institution is:

Name: Libby McVicker
Title: Program Director of Grants & Compliance
Phone: 618-393-3491
Email: mcvickero@iecc.edu

The Liaison for CAISA is:

Name: Mickie Owens
Title: CAISA Advocate
Phone: 618-544-9379
Email: mickie.caisa@sacis.org

MEMORANDUM OF UNDERSTANDING

BETWEEN

SEXUAL ASSAULT AND FAMILY EMERGENCIES

and

ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529

This agreement is made by and between Sexual Assault and Family Emergencies (herein after called SAFE) a not-for-profit corporation, with primary offices located at 1410 Sunset Drive, Suite G, Vandalia, Illinois 62471 and Illinois Eastern Community Colleges (herein after called higher education institution). This agreement is in effect from August 1, 2020, through July 31, 2021. Said parties respectively do hereby agree as follows:

Section I: Definitions

Survivor: a student who has experienced sexual violence, dating violence or stalking while enrolled in higher education.

Confidential Advisor: a person, contracted by a higher education institution to provide emergency and ongoing support to student survivors, who has completed 40 hours of training on sexual violence and completes 6 additional hours of training on sexual violence annually.

Comprehensive Policy: a policy created and implemented by a higher education institution to address student allegations of sexual violence, domestic violence, dating violence, and stalking. The components of this policy are outlined in the Preventing Sexual Violence in Higher Education Act, Public Act 099-0426.

Section II: Description of Services

All services to survivors, provided by SAFE will be within the guidelines of the Preventing Sexual Violence in Higher Education Act 110 ILCS 155/1-99 and within the bounds of the Confidentiality of Statements made to Rape Crisis Personnel 735 ILCS 5/8-802.1. This includes providing 24-hour emergency support, as well as facilitating ongoing support related to the institution's administrative processes on handling sexual violence, domestic violence, dating violence or stalking, providing information and support on reporting to law enforcement agency with jurisdiction over the matter, seeking emergency medical treatment, campus support services or community support services outside of SAFE (when necessary) and information on protective orders. SAFE will provide this service in a manner that protects the student's privacy and rights under the law. Note: SAFE does not directly provide services for domestic violence; however, SAFE will refer any survivors of such to the appropriate community-based domestic violence support agency.

Section III: SAFE Services and Responsibilities

1. A SAFE advocate/crisis counselor (hereinafter referred to as Advocate) who has attended a 40-hour training on sexual violence and received required training by ICASA will be on-call to provide telephone crisis counseling and advocacy for any survivor as defined by this agreement. These services will be available 7 days a week, 24 hours a day. The Institution's designated liaison (named Section V) will be provided with the contact information of the 24-hour SAFE hotline. Upon receiving a request for SAFE services through the hotline a call is made to the SAFE advocate on call. Upon receiving the call, the SAFE advocate will respond to the request over the phone within 15 minutes.

2. The following services may be provided by the Advocate: crisis counseling, information on campus administration process, interim protective measures, local hospital and law enforcement information, information on victim's rights, referrals to services for on campus support and other outside community organizations and appropriate follow-up services. A phone call will be made to the survivor within 24 hours of the requests made.
3. If the student is within the 11-county area SAFE serves the SAFE advocate can assist with accompaniment to a police station, administrative hearings or court proceedings. Accompaniment to Hospital ER rooms is also provided. Appropriate referrals will be made after an assessment is completed.
4. SAFE will provide counseling/advocacy services in accordance with the policies of Illinois Coalition Against Sexual Assault (ICASA) community-based sexual assault crisis centers.
5. Provide the Institution with brochures and literature on how to contact SAFE in addition to SAFE services and their role as Confidential Advisors to the Institution.
6. Provide the Institution with as-needed support and assistance in ensuring compliance with Preventing Sexual Violence in Higher Education Act, including but not limited to consultation; drafting or reviewing of comprehensive policies to address sexual violence; informational notices to students; curriculum development of student workshops on sexual violence; as well as answering questions related to student disclosures and needed faculty support.
7. Provide Institution with an aggregated report of calls originating from the Institution's students, with basic non-identifying information on a scheduled basis. Information will only be provided within the bounds of the Confidentiality of Statements Made to Rape Crisis Personnel 735 ILCS 5/8-802.1.

Section IV: The Institution's Services and Responsibilities

Regarding linkage to crisis intervention services for student survivors, the Institution will:

1. Ensure students have knowledge of SAFE hotline number and how to call immediately for assistance. SAFE will provide support to any student survivor of sexual violence regardless of gender or age. The obligation to make a confidential advisor available to all students is outlined in the Preventing Sexual Violence in Higher Education Act.
2. Provide SAFE with up-to-date information on the Institution's comprehensive policy on preventing sexual violence. This includes but is not limited to information on the administrative processes, campus reporting options, interim protective measures, accommodations, complaint resolution procedures and Title IX Coordinator contact information.
3. Provide SAFE with information on campus support services such as counseling and onsite medical services, if applicable.
4. Adhere to all aspects of the Preventing Sexual Violence in Higher Education Act, including but not limited to allowing SAFE to liaise with necessary campus authorities to secure interim protective measures and accommodations for the survivor.

5. Schedule annual training for any employee of higher education institution who is involved in the receipt of a student report of an alleged incident of sexual violence, domestic violence, dating violence or stalking, the referral or provision of services to a survivor, or any campus complaint resolution procedure that results from an alleged incident of sexual violence, domestic violence, dating violence or stalking. Training will include topics relating to and serving survivors of sexual assault and survivor-centered trauma informed response.

Section V: Additional Considerations

Both the Institution and SAFE will designate liaisons to maintain communication between both parties. These liaisons must have access to statistical information regarding services to survivors and be able to make decisions should there be a question about policy, procedure or clarification regarding the roles of SAFE or the Institution.

The liaison for the Institution is:

Name: Libby McVicker
Title: Program Director of Grants & Compliance
Phone: 618-393-3491
Email: mcvickero@iecc.edu

The Liaison for SAFE is:

Name: Cyndi Addison
Title: SAFE Advocate
Phone: 618-316-7017
Email: fayetteinter@yahoo.com

How to Be an Active Bystander

(Taken from Rape, Abuse, & Incest National Network, www.rainn.org)

Everyone has a role to play in preventing sexual assault. There are many ways that you can step in or make a difference if you see someone at risk. This approach to preventing sexual assault is referred to as “bystander intervention.”

How can I play a role in preventing sexual assault?

The key to keeping your friends safe is learning how to intervene in a way that fits the situation and your comfort level. Having this knowledge in hand can give you the confidence to step in when something isn’t right. Stepping in can make all the difference, but it should never put your own safety at risk.

Create a distraction

- Do what you can to interrupt the situation. A distraction can give the person at risk a chance to get to a safe place.
- Cut off the conversation with a diversion like, “Let’s get pizza, I’m starving,” or “This party is lame. Let’s try somewhere else.”
- Bring out fresh food or drinks and offer them to everyone at the party, including the people you are concerned about.
- Start an activity that draws other people in, like a game, a debate, or a dance party.

Ask directly

- Talk directly to the person who might be in trouble.
- Ask questions like “Who did you come here with?” or “Would you like me to stay with you?”

Refer to an authority

- Sometimes the safest way to intervene is to refer to a neutral party with the authority to change the situation, like a college employee during regular operating hours, or to local law enforcement.
- Talk to a security guard, bartender, or another employee about your concerns. It’s in their best interest to ensure that their patrons are safe, and they will usually be willing to step in.
- Don’t hesitate to call 911 if you are concerned about someone else’s safety.

Enlist others

- It can be intimidating to approach a situation alone. Enlist another person to support you.
- Ask someone to come with you to approach the person at risk. When it comes to expressing concern, sometimes there is power in numbers.
- Ask someone to intervene in your place. For example, you could ask someone who knows the person at risk to escort them to the bathroom.
- Enlist the friend of the person you’re concerned about. “Your friend looks like they’ve had a lot to drink. Can you check on them?”

Your actions matter

Whether or not you were able to change the outcome by stepping in, you are helping to change the way people think about their role in preventing sexual assault. If you suspect that someone you know has been sexually assaulted, there are steps you can take to support that person and show your care.

Risk Reduction

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

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don't know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cab money.
7. Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately. Local authorities can be reached by calling 911 in most areas of the U.S.
11. Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. 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.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated by the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
14. 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).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
 - a. Remember that being in this situation is not your fault. You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
 - b. Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
 - c. Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
 - d. Make up an excuse. If you don't want to hurt the person's feelings, it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
17. 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.

Programs to Prevent Domestic Violence, Dating Violence, Sexual Assault and Stalking

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

1. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; 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 incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that include:

1. A statement that the institution prohibits the crimes of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act).
2. The definitions of domestic violence, dating violence, sexual assault and stalking according to any applicable jurisdictional definitions of these terms;
3. What behavior and actions constitute consent, in reference to sexual activity, in the State of Illinois;
4. A description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and acting to intervene.
5. 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.
6. Information regarding:
 - a. procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs (as described in "Procedure – Addressing Sexual Misconduct" elsewhere in this document).
 - b. how the institution will protect the confidentiality of victims and other necessary parties (as described in Notification of Rights and Options elsewhere in this document).
 - c. 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 institution and in the community (as described in Notification of Rights and Options elsewhere in this document); and
 - d. options for available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in Notification of Rights and Options elsewhere in this document).
 - e. procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in "Procedure – Addressing Sexual Misconduct" elsewhere in this document).

Primary Prevention and Awareness Programs

These programs include distribution of educational materials to new students, participating in and presenting information and materials during new student and employee orientations, and offering specialized training.

Specifically, the Colleges offered the following **primary prevention and awareness programs** for **incoming students**:

Program Name	Type/Description	Date(s)	Location	Number of Freshman	Course Format
New Student Orientation	All forms of sexual discrimination (sexual harassment, sexual assault, sexual exploitation, domestic violence, dating violence, sexual violence, or stalking), consent, prevention, and bystander invention	8/18/20-12/17/20 8/19/2020 8/19/2020 8/18/20-12/17/20 8/13/20-8/16/20	FCC	133 73 31 5 7	online lecture lecture online online
New Student Orientation	All forms of sexual discrimination, consent, prevention, and bystander invention	8/17/20-8/20/20 8/19/20-8/22/20 8/6/20-8/9/20 8/10/20-8/13/20 8/13/20-8/16/20 8/6/20-8/9/20 8/13/20-8/16/20 8/17/20-8/20/20 8/17/20-8/20/20 8/19/20-8/22/20 8/27/20-8/30/20 8/11/20-8/14/20	LTC	7 27 18 9 19 8 11 6 8 23 4 7	hybrid hybrid hybrid hybrid hybrid hybrid hybrid hybrid hybrid hybrid hybrid hybrid
New Student Orientation	All forms of sexual discrimination, consent, prevention, and bystander invention	8/5/20-8/20/20 8/5/20-8/20/20 8/18/20 8/19/20	OCC	62 60 19 86	online online online lecture

New Student Orientation	All forms of sexual discrimination, consent, prevention, and bystander invention	8/7/20 8/12/20 8/18/20	WVC	57 59 97	lecture lecture lecture
Student Handbook	All forms of sexual discrimination, consent, and bystander invention	Ongoing	Website/ Entrata Student Portal	Enrolled students	All enrolled students.

The district offered the following **primary prevention and awareness** for **new employees** in 2020:

Program Name	Type/Description	Date(s)	Location/ Method	Target Audience	Number of Attendees/ Recipients
Personnel Handbook	All forms of sexual discrimination.	Ongoing; Hire Date	District Office, or FCC, LTC, OCC, WVC	New Full-time and part-time employees/ faculty	151

Ongoing Awareness and Prevention Programs

The district offered the following **ongoing awareness and prevention** for **students** in 2020:

Program Name	Type/Description	Date(s)	Location/ Method	Target Audience	Number of Attendees/ Recipients
Student Handbook	All forms of sexual discrimination.	Ongoing	Website/ Entrata Student Portal	Enrolled students	All enrolled students
Students Right to Know – Disclosures Email Notification	All forms of sexual discrimination and Annual Security Report.	3/16/2020 12/8/2020	Entrata Email	Enrolled students	5,172 5,376
Brochures	Sexual Assault	Ongoing	FCC, LTC, OCC, WVC	Enrolled students	All enrolled students
Flyers	Sexual Harassment	Ongoing	FCC, LTC, OCC, WVC	Enrolled students	All enrolled students

The district offered the following **ongoing awareness and prevention** for **employees** in 2020:

Program Name	Type/Description	Date(s)	Location/ Method	Target Audience	Number of Attendees/ Recipients
Personnel Handbook	All forms of sexual discrimination.	Ongoing. Hire Date	District Office, or FCC, LTC, OCC, WVC	All employees	812
Students Right to Know – Disclosures Email Notification	All forms of sexual discrimination.	3/16/2020 12/8/2020	Entrata Email	All employees	812
Title IX Athletic and/or International Staff Training	All forms of sexual discrimination.	October 22, 2020, and Ongoing	FCC, LTC, OCC, WVC	Athletic Coaches and Directors/ International Department Staff	Athletic Coaches and Directors/ International Department Staff
Title IX Investigator/ Coordinator Training	All forms of sexual discrimination Policy/Procedure Training Online Training Law/Policy Updates	October 22, 2020, and Ongoing	District Office, or FCC, LTC, OCC, WVC	Title IX Coord., Sexual Misconduct Investigators	Title IX Coord., Sexual Misconduct Investigators