

# Security &

## **Annual Security & Fire Safety Report**

**October 1**

# 2015

The Northwest Suburban College Annual Security & Fire Safety Report is a comprehensive document providing all members of the College community about safety policies, procedures, and crime statistics.



# Fire Safety

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## INTRODUCTION

In 1990, Congress enacted the *Crime Awareness and Campus Security Act of 1990*, which requires all postsecondary institutions participating in Title IV student financial assistance programs to disclose campus crime statistics and security information. In 1998, the act was renamed to *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* in memory of a student slain in her dorm room. In general and throughout this guide, the act is referred to as *Clery Act*. The *Northwest Suburban College Security & Fire Safety Report* is an annually compiled document that addresses the standards of the *Clery Act*, as defined by the U.S. Department of Education's *Handbook for Campus Safety & Security Reporting*.

In addition to meeting federal regulations, NWSC recognizes that student safety has a direct correlation to student success, and as such, the College makes every attempt to ensure students have available information, including guidelines and statistics. Please refer to this guide for information on our campus security as well as crime statistics for the previous calendar year.



# **CHAPTER 1: NWSC CAMPUS SECURITY: WHAT IT DOES & HOW IT'S DONE**

## **SECTION 1: SECURITY AWARENESS**

Each member of the Northwest Suburban College community, including students, faculty, and employees are required to read and understand the NWSC Security & Fire Safety Report. This report is available online at [www.nwsc.edu/safety](http://www.nwsc.edu/safety). In addition, each member must sign and submit an acknowledgement confirming his/her understanding of the materials.

Campus safety measures are reiterated at each New Student Orientation and at faculty meetings. In addition, flyers are posted throughout the buildings, and when needed, information may be released through emails. As of the date of this notice, NWSC does not have programs designed to inform the community about prevention of crimes; however, community members are encouraged to seek the Campus Monitor for questions and clarifications.

A common theme of all awareness and crime prevention programs is to encourage student and employees to be aware of their responsibility for their own security and the security of others.

## **SECTION 2: NWSC CAMPUS MONITOR**

During building hours, the NWSC Campus is open to students, parents, employees, contractors, guests, and invitees. During non-business hours, access to College facilities is limited to students, employees, and contractors and is available upon request from the NWSC Campus Monitor.

The NWSC Campus Monitor is on-site from sundown until the campus closing hours (10:00 pm). This department's responsibility is to ensure authorized individuals are on campus and provide supervision of the campus geography (See Chapter 2 for specific geography.), including hallways, offices, classrooms, parking lots, and other campus spaces. Areas that reveal problematic may be further evaluated by the NWSC Facilities Representative, Assistant/Dean of Academic & Student Services, and College President. As the institution has neither its own housing, additional campuses, nor officially recognized off-campus locations of student organizations, the Campus Monitor is available for spaces solely within and around Buildings 400 and 500.

Campus Monitor personnel have the authority to ask persons for identification and to determine whether individuals have lawful business at Northwest Suburban College. However, personnel do not possess arrest power, and criminal incidents are referred to the local police who have jurisdiction of the campus.

### **SECTION 3: CAMPUS SECURITY AUTHORITY**

Northwest Suburban College's campus security authority includes the following departments and individuals:

Campus Monitor:	Mr. Rafath Ali 847.290.6425, ex. 99 <a href="mailto:safety@nwsc.edu">safety@nwsc.edu</a>
Dean of Academic Affairs	Dr. Maksood Akbar 847.290.6425, ex. 13 <a href="mailto:provost@nwsc.edu">provost@nwsc.edu</a>
Assistant Dean of Academic & Student Affairs	Ms. Shazia Ilyas 847.290.6425, ex. 10 <a href="mailto:silyas@nwsc.edu">silyas@nwsc.edu</a>

At the end of each month, these individuals are responsible for reporting to the Campus Monitor those allegations of *Clergy Act* crimes that they conclude are made in good faith. The Campus Monitor will compile reports and annually attempt to obtain crime statistics from the Rolling Meadows Police Department.

### **SECTION 4: HOW TO REPORT A CRIME**

To report a non-emergency crime, contact the NWSC Campus Monitor at 847.290.6425, ex. 99. To report an emergency, contact the Rolling Meadows Police Department at 911.

As NWSC does not have campus police, all crime victims and witnesses are strongly encouraged to immediately report the crime to the Campus Monitor Department and the appropriate police agency. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

Crimes can be reported on a voluntary, confidential basis for inclusion in the Annual Security Report. The NWSC Campus Monitor can file a report on the details of an incident without revealing your identity. The purpose of a confidential report is to maintain anonymity, yet it allows the College to take steps to ensure your future safety and that of others. With such information, the College can keep an accurate record of the number of incidents involving students, employees, and visitors and alert the campus community to potential danger, if necessary.

Moreover, the NWSC Campus Monitor Department encourages all licensed mental health professionals to refer persons they are counseling to report crimes on a voluntary, confidential basis by contacting the NWSC Campus Monitor, if and when they deem appropriate. For purposes of reporting, mental health professionals are employees of an institution whose official responsibility includes providing psychological counseling to members of the institution's community and who is functioning within the scope of his/her license or certification.

## CHAPTER 2: GEOGRAPHY

### SECTION 1: DEFINITIONS OF GEOGRAPHY

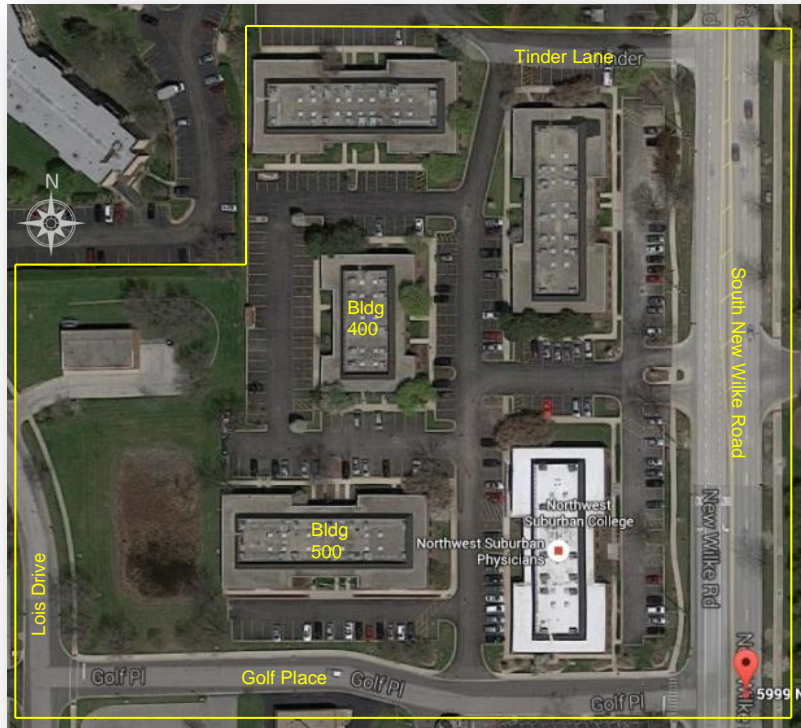
- **On-Campus:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including any building or property that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.
- **Non-Campus Building or Property:** Any building or property owned or controlled by a student organization that is officially recognized by the institution, or any building or property owned or controlled by an institution that is used in direct support 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. Housing that is located outside the campus boundaries are captured in the Non-Campus category.
- **Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that are within the campus or immediately adjacent to and accessible from the campus. The NWSC crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus boundaries.

### SECTION 2: NWSC CAMPUS & ASSOCIATED PROPERTY

As required by Federal regulations, Northwest Suburban College must disclose statistics for reported *Clery Act* crimes that occur on campus, on public property within or immediately adjacent to the campus, and in or on institutionally owned noncampus buildings or property.

On-campus is considered Buildings 400 & 500 and the parking lot of Stone Hill Square Business Complex.

Public property immediately adjacent to and accessible from the campus is included in the associated property. This includes public sidewalks that border the campus, public streets along the sidewalk, and the public sidewalk on the other side of the street. If viewing the campus facing north (See outlined map below.) and rotating clockwise, on the north side, the public property consists of Tinder Lane. On the east-side, public property consists of the sidewalk bordering Stone Hill Square Business Complex, South New Wilke Road, and the other sidewalk. On the south side, this includes the sidewalk bordering Building 500, Golf Place, and the sidewalk (leading to Portillo's Restaurant). On the west side, public property includes the sidewalk bordering Building 500, the patch of grass bordering the sidewalk, Lois Drive, and the second sidewalk.



As the institution does not own any housing or any other campuses, the map above depicts the sole location and property related to NWSC.

## **CHAPTER 3: EMERGENCY NOTIFICATION & TIMELY WARNINGS**

### **SECTION 1: EMERGENCY RESPONSE GUIDE**

In order to maintain a safe environment for all members of the NWSC community, the *Northwest Suburban College Emergency Response Guide* outlines notification procedures, including possible emergencies, actions to be taken when faced with an emergency, and individuals to contact in the event of an emergency.

The College will immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of campus community. Without delay, the institution will, upon confirmation of a significant emergency or dangerous situation, 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 judgement of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Examples of significant emergencies may include, but are not limited to approaching tornado or other extreme weather condition, school shooting, explosions, hazardous material exposure, etc.

The *Northwest Suburban College Emergency Response Guide* is available online at [www.nwsc.edu/safety](http://www.nwsc.edu/safety) and hard copies are at the Campus Monitor's desk in Building 400 and the reception area of Building 500. In addition, flyers with potential emergency responses are posted in each campus building's bulletin board.

### **SECTION 2: TIMELY WARNINGS**

Northwest Suburban College will make every attempt to alert the campus community to crimes for any *Clery Act* crime (See Chapter 5 for specific crimes.) in a manner that is timely—which is to say, as soon as the pertinent information is available—with the intention to aid in the prevention of similar crimes. Email notices will be sent to the campus community and will include available details of the crime that triggered the warning, including the type of crime, location and time of incident, and suggested precautions.



## CHAPTER 4: CLASSIFICATION & COUNTING OF *CLERY ACT* CRIMES

The *Clery Act* requires institutions to disclose three general categories of crime statistics: (a) criminal offenses, (b) hate crimes, and (c) arrests and referrals for disciplinary action. Below is a list of the type of offenses under each category, as defined by the Federal Bureau of Investigation's (FBI) *Uniform Crime Reporting Handbook (UCR)* and the U.S. Department of Education's (ED) *Handbook for Campus Safety and Security Reporting*.

### (A) CRIMINAL OFFENSES

- **Criminal Homicide**
  - **Murder/Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another (Deaths caused by negligence, attempts to kill, suicides, accidental deaths, and justifiable homicides are excluded.)
  - **Negligent Manslaughter:** The killing of another person through gross negligence
- **Sex Offenses**
  - **Forcible:** Any sexual act directed against another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent
    - **Forcible Rape:** The carnal knowledge of a person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of temporary or permanent mental or physical incapacity or because of youth
    - **Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of temporary or permanent mental or physical incapacity or because of youth
    - **Sexual Assault With an Object:** The use of an object or instrument (anything other than the offender's genitalia) 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 the person's will where the victim is incapable of giving consent because temporary or permanent mental or physical incapacity or because of youth
    - **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 the person's will where the victim is incapable of giving consent because temporary or permanent mental or physical incapacity or because of youth
  - **Non-Forcible:** Unlawful, non-forcible sexual intercourse
    - **Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law
    - **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent (17 in the State of Illinois)
- **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
- **Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied

by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

- **Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.
- **Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle (Motor vehicle theft classifications are all cases where motor vehicles are taken by persons not having lawful access, even though the vehicles are later abandoned—including joy riding.)
- **Arson:** The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property

## **(B) HATE CRIMES**

Hate crime is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. A bias is a performed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation, or ethnicity/national origin.

A hate- or bias-related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicated that the offender was motivated to commit the offense because of his/her bias against the victim's race, sexual orientation, gender, religion, ethnicity, or disability, the assault is then also classified as a hate/bias crime.

Although there are many categories of bias, under the *Clery Act*, six categories are reported, including the following:

- **Race:** A performed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguishes them as a distinct division of humankind (e.g., Asians, blacks, whites)
- **Gender:** A performed negative opinion or attitude toward a group of persons because those persons are male or female or both
- **Religion:** A performed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (i.e., Muslims, Jews, atheists, etc.)
- **Sexual Orientation:** A performed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex
- **Ethnicity/National Origin:** A performed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions (i.e., Arabs, Hispanics, etc.)
- **Disability:** A performed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital, or acquired by heredity, accident, injury, advanced age, or illness

Under the *Clery Act*, hate crimes include any offense from the list below that is motivated by bias:

- **Murder and non-negligent manslaughter**
- **Forcible sex offenses**
- **Non-forcible sex offenses**
- **Robbery**
- **Aggravated assault**
- **Burglary**
- **Motor vehicle theft**
- **Arson**
- **Larceny-theft:** Unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another
- **Simple assault:** Unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness
- **Intimidation:** Unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack
- **Destruction/damage/vandalism of property:** Willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it

### **(C) ARRESTS & REFERRALS FOR DISCIPLINARY ACTION**

Under the *Clery Act*, institutions must disclose the number of arrests and number of persons referred for disciplinary action for violation of the law in: (a) weapons, including carrying and possessing; (b) drug abuse violations; and (c) liquor law violations.

For purposes of reporting, the following definitions apply:

- **Arrest:** Persons processed by arrest, citation, or summons
- **Referred for Disciplinary Action:** The referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction
- **Weapons: Carrying, Possessing, etc. Violation:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons
- **Drug Abuse Violations:** The violation of law prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possessions, sale, use, growing, manufacturing, and making of narcotic drugs
  - All drugs that are illegal under local or state law
  - All illegally obtained prescription drugs
- **Liquor Law Violation:** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness

## **CHAPTER 5: POLICY ON ILLEGAL DRUGS & ALCOHOL**

### **SECTION 1: POLICY**

Northwest Suburban College of Basic and Allied Health Sciences is grounded in the principles of health; hence, the College strictly enforces a drug-free campus policy. Regulations set forth below are to promote an academic environment conducive to student and career achievement and comply with the Drug-Free Schools and Communities Act Amendments of 1989.

In compliance with federal, state, and local laws, NWSC prohibits the unlawful manufacture, distribution, sale, possession, or consumption of narcotics, illegal drugs, prescription drugs for which the person does not have a prescription, or alcohol by students, employees, or contractors on any College property or College-sponsored event. The Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226) requires that the College inform all members of the NWSC community of the legal sanctions of illicit drugs and alcohol, which may include suspension/termination of enrollment/employment and possible referral for criminal prosecution. Violations are recorded in the individual's file.

Students should be aware that those found guilty of violation of the Drug-Free Campus Policy may lose financial assistance provided by the College. Furthermore, according to the Anti-Drug Abuse Act of 1988 (Section 5301), students who receive federal financial aid must certify that they will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the period covered by the aid. If students are convicted of drug distribution or possession, the court may suspend their eligibility for Title IV financial aid.

In an effort to maintain a safe and healthy campus community, every two years, the College will review the number of drug and alcohol-related reports—including violations and fatalities—within the campus geography, and if need be, sanctions and resources will be modified to reflect the community's needs.

## SECTION 2: DEFINITIONS

Below is a table of common drugs; their effects on health; as well as local, state, and federal sanctions for substance abuse.

Drugs	Effects on Health	State and Federal Sanctions
<b>Cannabis:</b> Marijuana Hashish Hashish Oil	<ul style="list-style-type: none"> <li>▪ Drugs within the cannabis family may impair memory and comprehension, causing confusion and anxiety, and in extreme cases, paranoia, panic attacks, and psychiatric issues.</li> <li>▪ Cannabis may remain in the body for weeks.</li> </ul>	Illinois: <ul style="list-style-type: none"> <li>▪ The Cannabis Control Act and the Controlled Substances Act prohibit the possession and delivery of illicit drugs.</li> <li>▪ Penalties vary with the amount of drug confiscated; type of drug found; number of previous offenses; and the individual's intention to manufacture, sell, or use the drug.</li> <li>▪ First-time conviction can result in a one- to three-year prison sentence, plus a fine of up to \$15,000.</li> <li>▪ More severe penalties may be imposed for conviction of greater felonies involving manufacture or delivery to a minor.</li> <li>▪ Vehicles can be seized by the government and ownership rights forfeited.</li> </ul> Federal: <ul style="list-style-type: none"> <li>▪ First offenses can result in one year in prison and a fine up to \$100,000.</li> <li>▪ Life imprisonment can result from a conviction for possession of a controlled substance that results in death or bodily injury.</li> <li>▪ Possession of more than five grams can lead to a penalty of 10-16 years in prison.</li> </ul>
<b>Hallucinogens:</b> MDMA GHB Rohypnol LSD PCP	<ul style="list-style-type: none"> <li>▪ Hallucinogens may cause distortions in perception and cognition, including illusions and hallucinations as well as poor perception of time and distance.</li> <li>▪ Intense emotional reactions may trigger panic attacks or psychosis.</li> </ul>	
<b>Depressants:</b> Barbiturates Benzodiazepines Methaqualone Glutethimide	<ul style="list-style-type: none"> <li>▪ Depressants cause slurred speech and disorientation.</li> <li>▪ Effects may also include clammy skin, weak and rapid pulse, and shallow breathing.</li> </ul>	
<b>Stimulants</b> Cocaine Amphetamines Methamphetamine Methylphenidate	<ul style="list-style-type: none"> <li>▪ Highly dependent both physically and psychologically, stimulants such as cocaine or Ritalin may cause excitation, irregular heartbeat, chronic sleeplessness, agitation, and hallucinations.</li> </ul>	
<b>Narcotics</b> Opium Morphine Codeine Heroin Methadone	<ul style="list-style-type: none"> <li>▪ Highly dependent both physically and psychologically, narcotics may produce feelings of drowsiness, respiratory depression, nausea, confusion, anxiety, mood swings, and respiratory depression.</li> <li>▪ Overdose may lead to convulsions, coma, or death.</li> </ul>	

Drugs	Effects on Health	State and Federal Sanctions
<b>Tobacco</b>	<ul style="list-style-type: none"> <li>▪ Cigarette smoke's tar is a significant cause of cancer and other respiratory issues.</li> <li>▪ Long-term effects of smoking tobacco may include emphysema, chronic bronchitis, heart disease, and lung cancer.</li> </ul>	<p>Illinois</p> <ul style="list-style-type: none"> <li>▪ Possession of tobacco by a minor can lead to fines up to \$100, 30 hours of community service, or court-mandated smoker's education program.</li> </ul>
<p><b>Alcohol:</b> Malt Beverage Wine Liquor Mixed Beverage</p>	<ul style="list-style-type: none"> <li>▪ Both psychologically and physically addictive, alcohol impairs judgment and coordination.</li> <li>▪ Excessive use may increase the risk of heart disease, cancer, accident, hypertension, damage to unborn fetus, and impotence levels.</li> <li>▪ Moderate to large amounts of alcohol severely impair your ability to remember information, and very large amounts may cause respiratory and cardiac failure.</li> </ul>	<p>Illinois:</p> <ul style="list-style-type: none"> <li>▪ It is against the law to deliver or sell alcohol to anyone under the age of 21 or any intoxicated person. Violations can result in fines up to \$1000 and one year in jail.</li> <li>▪ It is illegal for a person under 21 to use false identification in an attempt to purchase/consume alcohol.</li> <li>▪ Operation of a vehicle (both car or bicycle) by a driver with a blood alcohol concentration of .08 or greater may result in severe penalties, including \$1000 fine, incarceration for up to one year, and revocation or suspension of the driver's license.</li> </ul> <p>Federal:</p> <ul style="list-style-type: none"> <li>▪ The Secretary of State is authorized to suspend or revoke the driver's license or instruction of a person under 21 who has attempted to purchase or consume alcohol from a licensed establishment or premises.</li> </ul>

### SECTION 3: RESOURCES

Members of NWSC and the community are available to assist students and employees experiencing problems with drugs and alcohol. Specifically, NWSC advisors are available for confidential meetings and referrals. A few external resources are listed in the chart below:

Services	Name & Numbers
Support Groups	Al-Anon/ Al-Ateen: .847.358.0338 Alcoholics Anonymous: 847.240.2380 Narcotics Anonymous: 708.848.4884
24-Hr Hotlines	SAMHSA: .800.662.4357 Sober Nation: 866.317.7050 Wellplace: 800.821.4357 Drug Rehab: 877.882.9275
Community Resources	Rolling Meadows Counseling Center: 847.991.5710 Therapeutic Interventions Inc.: 847.991.4800, ex. 27

#### Counseling Resources

NWSC encourages students to seek a professional for counseling services. However, in addition to the services listed above, there are numerous online resources available, including the Student Counseling Virtual Pamphlet, which can be accessed at <http://www.dr-bob.org/vpc/>. This online tool covers topics such as:

Alcohol & Substance Use  
Anger  
Anxiety  
Attention-Deficit Disorder  
Cultural Issues

Depression & Suicide  
Impulse Control  
Relationships  
Sexual Assault  
Sleep, Stress

Study Skills  
Test-Taking Skills  
Time Managements  
Wellness

## **CHAPTER 6: POLICY ON NON-SEXUAL & HATE CRIMES**

### **SECTION 1: POLICY**

Northwest Suburban College takes violence and hate crimes very seriously. All members of the community are to be treated with respect and dignity and entitled to an environment free of threatening behavior and discrimination based on race, color, creed, religion, ancestry, gender, sexual orientation, physical or mental disability, or national origin.

Accordingly, and consistent with applicable legal standards, the College will not tolerate acts or threats of violence toward members of the College community or property. Excluding self-defense, threats or acts of violence will be taken seriously and, as warranted by the specific situation, addressed by administrative representatives of the College. All members of the College community are subject to the provisions of this policy, including administrators, faculty, staff, students, student employees, temporary or regular employees, part-time and full-time employees, graduate students and assistants, as well as vendors or visitors to the campus.

Any behavior that would constitute an act or threat of unlawful violence in the College environment is prohibited on all campus premises. Incidents or threats of violence should be promptly reported to campus officials. Such reports will be addressed/ resolved or investigated as warranted by the situation. Consequences—including corrective and disciplinary actions up to and including dismissal and law enforcement actions—for committing violent acts or threats will be administered in coordination with the administrative areas involved and in accordance with relevant state law, campus personnel policies and procedures, or the NWSC Code of Conduct.

Actions, incidents, or behaviors constituting imminent risk or concern should be reported to the Campus Monitor immediately. In the event that the situation is serious, employees and students should not put themselves at risk, but should call “911” and take steps to protect their own safety or the safety of others. Investigation and corrective measures concerning non-employment-related situations involving students will be undertaken in coordination with Student Affairs and applicable provisions of the Code of Conduct.

Supervisors or administrative personnel who are aware of incidents or threats of workplace violence are expected to take appropriate action to resolve the matter, if possible, depending on the severity of the incident. Employees/students who make good faith reports of concerns or incidents or threats of violence will not be subject to retaliation for their actions. Any such retaliation, if confirmed, may result in disciplinary action.

The direct supervisor, or the administrative area involved, may take steps to resolve situations as appropriate in relation to the nature of actions reported. Alternatively, and depending on the severity of the incident involving behavior or treatment of employees, the administrative area and/or the person(s) reporting an alleged violation of this policy may refer their report to the Compliance Department. This department will designate staff to conduct/coordinate an administrative investigation and assessment of reported incidents or behaviors. As part of this process, consultation with appropriate campus resources and interested divisional authorities may be made to determine the level of risk and an appropriate course of intervention. In cases where immediate action is necessitated, the person(s) involved may be placed on administrative leave with restrictions under appropriate supervisory authority, pending the determination of



subsequent interventions and/or disciplinary procedures. Any final actions related to discipline will be implemented in accordance with applicable due process and appeal procedures.

Moreover, the penalties for hate crimes are very serious and are more severe when the crime is committed on school property or on any “public way within 1,000 feet” of the property of a school. The penalty for a first offense is a Class 3 Felony, which carries a penalty of up to five years in prison. A second offense is a Class 2 Felony with a penalty of up to seven years in prison.

The Illinois Compiled Statutes Ch.720 ILCS 5/12-7.1 states that a person commits a hate crime when because of the actual or perceived race, color, creed, religion, ancestry, gender, sexual orientation, physical or mental disability, or national origin of another person or group of persons (even if there are other motivating factors), s/he commits any of the following crimes: assault, battery, aggravated assault, misdemeanor theft, criminal trespass to residence, misdemeanor criminal damage to property, criminal trespass to vehicle, criminal trespass to real property, mob action, disorderly conduct, harassment by telephone or harassment through electronic communications.

Physical violence and hate crimes are also violations of the College's Code of Conduct and will be subject to legal actions as well as disciplinary action by the College.

## **SECTION 2: DISCLOSURE**

Northwest Suburban College will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the College against the student who is the alleged perpetrator of the crime or offense, If the alleged victim is deceased as a result of the crime or offense, NWSC will provide the results of the disciplinary hearing to the victim’s next of kin, if so requested.

## **SECTION 3: COUNSELING RESOURCES**

Below is the reiterated list of professional online counseling services, including the Student Counseling Virtual Pamphlet, which can be accessed at <http://www.dr-bob.org/vpc/>. This online tool covers topics such as:

Alcohol & Substance Use  
Anger  
Anxiety  
Attention-Deficit Disorder  
Cultural Issues

Depression & Suicide  
Impulse Control  
Relationships  
Sexual Assault  
Sleep, Stress

Study Skills  
Test-Taking Skills  
Time Managements  
Wellness

## CHAPTER 7: POLICY ON INTERPERSONAL VIOLENCE

Northwest Suburban College does not tolerate interpersonal violence, which includes sexual assault, prohibited sexual contact, stalking, and dating and domestic violence in any form. Any acts that fall within the definitions of sexual assault, prohibited sexual contact, stalking, and dating and domestic violence are prohibited at NWSC and are a violation of Code of Conduct and potentially Illinois State and Federal Law. This policy applies to all members of the NWSC community, and includes, but is not limited to, faculty, staff, students, visitors, volunteers, and vendors. It also applies to alleged acts of sexual assault, prohibited sexual contact, stalking, and dating and domestic violence that occur on campus.

Appropriate disciplinary or remedial actions may be taken against any persons or groups engaging in these acts, up to and including expulsion from the College, termination of employment, and termination of contracts/agreements with that person(s) or group(s). In addition, the institution may terminate or suspend its relationship and associated privileges with any perpetrator of interpersonal violence covered by this policy, including but not limited to visitors, volunteers, vendors, and other such guests of NWSC. To this end, NWSC expressly reserves its rights to revoke the privilege, right, and/or permission to anyone to be physically present on-campus, participate in College activities, and use College facilities or resources in order to carry out the intent and purposes of this policy. The College may refer any alleged perpetrator of interpersonal violence for prosecution under Illinois State Law or any other applicable legal standards and statutory authority.

The standard for determining whether a violation of this policy exists shall be based upon the reasonable belief of the victim of an act of interpersonal violence, except where specific intent is expressly required to prove such violation.

### SECTION 1: DEFINITIONS

- **Forcible:** Any sexual act directed against another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent.
  - **Forcible Rape:** The carnal knowledge of a person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of temporary or permanent mental or physical incapacity or because of youth.
  - **Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of temporary or permanent mental or physical incapacity or because of youth.
  - **Sexual Assault With an Object:** The use of an object or instrument (anything other than the offender's genitalia) 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 the person's will where the victim is incapable of giving consent because temporary or permanent mental or physical incapacity or because of youth.
  - **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 the person's will where the victim is incapable of giving consent

because temporary or permanent mental or physical incapacity or because of youth.

- **Acquaintance Rape:** A sex crime committed by someone who knows the victim. The perpetrator could be a friend, classmate, relative, coworker. As a sex crime, acquaintance rape includes forced, manipulated, or coerced sexual contact.
- **Non-Forcible:** Unlawful, non-forcible sexual intercourse
  - **Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law
  - **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent (17 in the State of Illinois)
- **Dating Violence:** Violence committed by a person: (a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such a relationship will be determined based on a consideration of the following factors:
  - Length of the relationship
  - Type of relationship
  - Frequency of interaction between the persons involved in the relationship
- **Domestic Violence:** Includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person cohabitating with or has cohabitated with the victim as a spouse, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- **Partner Violence:** Sexual or physiological harm or threat of harm by a current or former partner primarily motivated by the desire to obtain power and control in order to harm another.
- **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: (a) fear for his or her safety or the safety of others, or (b) suffer substantial emotional distress. A person commits stalking when s/he knowingly engages in a course of conduct directed at a specific person, and s/he knows or should know that this course of conduct would cause a reasonable person to fear for his/her safety or the safety of a third person or suffer other emotional distress. A person commits stalking when s/he knowingly and without lawful justification on at least two separate occasions follows another person or places the person under surveillance or any combination thereof, and at any time transmits a threat of immediate or future bodily harm, sexual assault, confinement, or restraint and the threat is directed towards that person or a family member of that person
  - **Cyber Stalking:** When a person knowingly and without lawful justification on at least two separate occasions intimidates, torments, or terrorizes another person or that person's family member(s) through the use of electronic communication and transmits a threat of future bodily harm, sexual assault, confinement, or restraint; or knowingly solicits another person to commit stalking or cyber stalking; or creates and maintains an Internet website or webpage accessible to one or more third parties for a period of at least 24 hours containing harassing statements as outlined above toward another person or that person's family member(s). This includes repetitive, non-consensual communication of any kind including that which involves the use of electronic equipment or technology for the purposes of cyber stalking; examples include, but are not limited to e-mail, voicemail messages, text messages, instant messages, global positioning systems (GPS), and cell phone software applications.

- **Abusive Behavior:** Physical violence of any nature against any person occurring on campus, other than for self-defense. This includes fighting; assault; battery; use of a knife, gun, or other weapon; physical abuse; restraining or transporting someone against his/her will; or any action that threatens or endangers the physical health or safety of any person or causes reasonable apprehension of such harm. Persistent, severe, and/or pervasive threats of abuse, intimidation, coercion, bullying, and/or other conduct that threatens or endangers the mental or physical health or safety of any person or causes reasonable apprehension of such harm.
- **Consent:** Willingly giving permission or agreement to a sexual act, without threat of harm. Consent is an informed agreement to participate in an act, communicated verbally or through physical participation, that is not achieved through manipulation, intimidation, or coercion of any kind or given by one who is incapable of giving clear and knowing consent, by reason of the individual's age, being under the influence of alcohol or drugs, or otherwise. The manner of dress of the victim at the time of the offense does not constitute consent. Individuals under the age of 18 (i.e., minors) are incapable of giving consent under any circumstances. Nothing in this provision constitutes a waiver or in any way impairs the application of state law related to the ability of a person to consent.
- **Coercion:** To compel or force one to act based on pressure, harassment, threats, or intimidation.

## **SECTION 2: POLICY ON PREVENTION & RESPONDING TO SEX OFFENSES**

Northwest Suburban College educates the student community about sexual assaults and date rape through student orientations. In addition, literature on sexual violence is available throughout the campus and in the Office of the Dean of Student Affairs.

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The NWSC Campus Monitor strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to the Campus Monitor or Dean of Student Affairs. Filing a police report with a College official will neither obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will:

- ensure that a victim of sexual assault receives the necessary medical treatment and tests;
- provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam); and
- facilitate access to confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

College disciplinary proceedings are detailed in the NWSC College Catalog. Additional procedural standards for violations of the policy on interpersonal violence are listed below.

### **Process and Disciplinary Sanctions**

It is the policy of Northwest Suburban College to hold perpetrators of interpersonal violence, which includes sexual assault, prohibited sexual contact, stalking, and dating and domestic violence in any form, accountable for their actions through appropriate student conduct or

personnel procedures, and by working with community agencies and law enforcement as appropriate.

- **For students:** Appropriate disciplinary sanctions for substantiated violations of this policy, up to and including expulsion, will be imposed in accordance with the Code of Conduct. Alleged violations of this policy by students will be referred to the Dean of Student Affairs for appropriate review and processing of the alleged conduct or behavior under the Code of Conduct.
- **For faculty and staff:** Appropriate disciplinary sanctions for substantiated violations of this policy, up to and including termination, will be imposed in accordance with applicable College policies and personnel procedures. Such policies and procedures include, but are not limited to, the Non-Discrimination Policy, the Affirmative Action Policy, and Complaint Procedures for Employees and Students. In addition, violations of this policy may trigger application of applicable State law and procedures.
- **For everyone:** College disciplinary procedures are independent of any and all criminal procedures and proceedings. In all cases, the institution reserves the right to refer cases for criminal prosecution or to pursue sanctions regardless of criminal prosecution. Violations of this policy by a visitor, volunteer, or vendor may also result in the termination of pre-existing or future business relationships.

## Reporting Procedures

Should there be an immediate risk of imminent harm, or disruption to the campus community, any community member is encouraged to call 911 immediately or to contact the Campus Monitor or Dean of Student Affairs.

For purposes of reporting, or for more information on victims' or alleged perpetrators' rights, the following procedures can be followed. Victims of sexual assault, prohibited sexual contact, stalking, dating and domestic violence on campus or at any campus property outside of the main campus, or at any College-sponsored event or activity have the option to and are encouraged to contact the Campus Monitor and Dean of Student Affairs. Additionally, victims have the right to access assistance and should be referred to resources available to help in crisis situations.

- **If the alleged perpetrator is a faculty or staff member:** The College, through its respective administrative representatives, may impose sanctions for substantiated cases of sexual assault, prohibited sexual contact, stalking, dating, and domestic violence in accordance with the applicable College employment procedures in the following instances:
  - In cases involving a faculty member, graduate assistant, or other instructional personnel as the alleged perpetrator, by the dean of that individual's college in consultation with the Provost.
  - In cases involving a staff person as the alleged perpetrator, by the department's administrator in consultation with the president for the unit.
- **If the alleged perpetrator is a student:** In cases involving a student as the alleged perpetrator, contact the Dean of Student Affairs.
- **If the alleged perpetrator is a vendor, visitor, volunteer, or other non-faculty, staff, or student individual:** In cases involving the above-listed individuals, contact the Dean of Student Affairs. Depending upon the relationships that this individual has with the College, there may need to be additional reporting to affected College departments, units, and employees.

In addition, the accused and the victim will each be allowed to choose one person who has had no formal legal training to accompany them throughout the hearing. A student found guilty of violating the policy could be criminally prosecuted in the state courts and may be suspended or expelled from the College for the first offense. Student victims have the option to change their academic schedule after an alleged sexual assault, if such changes are reasonably available.

The process and reporting procedures listed here in no way prohibit the institution from employing other appropriate mechanisms to address sexual assault, prohibited sexual contact, stalking, and dating and domestic violence.

### **SECTION 3: RESOURCES**

If you wish to report an incident, or to discuss your options, please call the Campus Monitor at 847.290.6425, ex. 99 or Dean of Student Affairs at 847.290.6425, ex. 13. Additional, external resources are available throughout the area. The following resources offer 24-hour crisis intervention services, counseling, and advocacy:

- Northwest Center Against Sexual Assault (CASA):  
888.802.8890      <http://www.nwcasa.org>
- Community Counseling Centers:  
773.769.0205      <http://www.c4chicago.org/>
- Illinois Coalition Against Sexual Assault:  
217.753.4117      <http://www.icasa.org/home.aspx?PageID=500&>

### **SECTION 4: SEX OFFENDER REGISTRATION LIST**

In accordance with the Campus Sex Crimes Prevention Act of 2000, the Jeanne Clery Act, and the Family Educational Rights and Privacy Act of 1974, Northwest Suburban College is providing a link to the Illinois State Police Sex Offenders Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student.

Registry information provided under this section shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers, or otherwise for the protection of the public in general and children in particular. **Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation may be punishable.**

The State of Illinois is responsible for maintaining this registry. Follow the link below to access the Illinois Sex Offender Registration website.

<https://www.isp.state.il.us/sor/>

## CHAPTER 8: CRIME STATISTICS

CRIME	ON-CAMPUS			NON-CAMPUS PROPERTY*			PUBLIC PROPERTY		
	2013	2014	2015	2013	2014	2015	2013	2014	2015
<b>CRIMINAL OFFENSES</b>									
Criminal Homicide	0	0					0	0	
Murder & Non-Negligent Manslaughter	0	0					0	0	
Negligent Manslaughter	0	0					0	0	
Forcible Sex Offenses	0	0					0	0	
Robbery	0	0					0	0	
Aggravated Assault	0	0					0	0	
Burglary	0	0					0	0	
Motor Vehicle Theft	0	0					0	0	
Arson	0	0					0	0	
<b>HATE CRIMES</b>									
Criminal Homicide	0	0					0	0	
Murder & Non-Negligent Manslaughter	0	0					0	0	
Sex Offenses	0	0					0	0	
Forcible Sex Offenses	0	0					0	0	
Non-Forcible Sex Offenses									
Robbery	0	0					0	0	
Aggravated Assault	0	0					0	0	
Burglary	0	0					0	0	
Motor Vehicle Theft	0	0					0	0	
Arson	0	0					0	0	
Larceny	0	0					0	0	
Theft	0	0					0	0	
Simple Assault	0	0					0	0	
Intimidation	0	0					0	0	
Destruction/Damage/Vandalism of Property	0	0					0	0	
<b>ARRESTS</b>									
Carrying/Possessing of Illegal Weapons	0	0					0	0	
Drug Abuse Violations	0	0					0	0	
Liquor Law Violations	0	0					0	0	

\* As NWSC does not have non-campus property at this time, this column is grayed out.