

Richland Community College

Annual Security Report

Office of Campus Safety and Security



Published 2024

A Message from the Chief of Public Safety

All students, parents, faculty and staff, as well as prospective students, their parents, faculty and staff have the right to know Richland Community College's Safety and Security policies as set forth in the **Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998**, also known in short as the "Jeanne Clery Act".

The "Jeanne Clery Act" is named in memory of 19-year-old Lehigh University freshman Jeanne Ann Clery who was murdered while sleeping in her residence hall room on April 5, 1986. Jeanne's parents, Connie and Howard, discovered that students hadn't been told of numerous (38) violent crimes on the Lehigh campus in the three years before her murder. They joined with other campus crime victims and persuaded Congress to enact this law, which was originally known as the "Crime Awareness and Campus Security Act of 1990". This booklet contains the procedures necessary to assure compliance with the Clery Act. Our goal is to educate the students, staff and faculty about the Clery Act, to maintain a safe campus and to comply with the requirements set forth in the Act.

Richland Community College must publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements:

- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities. The statistics must be gathered from the campus Department of Public Safety, local law enforcement and other college officials.
- Provide "timely warning" notices of those crimes that have occurred and "pose an ongoing threat to students and employees".
- Disclose in a public crime log any crime that occurred on campus...or within the patrol jurisdiction of the campus Department of Public Safety and is reported to the Campus Department of Public Safety.

Copies of the Annual Security Report can be found at www.richland.edu/campus-police/, or the campus Department of Public Safety (E111).

Our Mission

Developing and maintaining a safe and secure environment where a quality education may be achieved is the responsibility of the entire College Community. It is the mission of the Richland Community College Department of Public Safety to do everything possible to create an environment where people can safely learn, work and visit. We believe that one way to help create such an environment is to fully inform the campus community about issues, campus policies regarding safety and security, and services that the campus Department of Public Safety can provide.

The campus Department of Public Safety supports the core values of Richland Community College: **Commitment, Respect, Excellence, Accountability and Diversity**. In support of the core values, the Campus Department of Public Safety seeks to assist those who impart knowledge as well as those who provide support to the mission and values of the college. Our primary mission is that of creating and maintaining a safe environment for our campus community.

The campus Department of Public Safety is located in Room E111.

Emergency and non-emergency calls when using a campus phone: 6555 or 9-1-1

Emergency and non-emergency calls when using a non-campus phone i.e. your cell phone: (217) 875-7211 Ext: 6555 or 911

Website- <https://www.richland.edu/campus-police/>

Department of Public Safety and Other Important Phone Numbers

Emergency:	911
Campus Department of Public Safety:	217-875-7211 ext. 6555
Decatur Police Non-Emergency	217-424-2711
Macon County Sheriff Non-Emergency:	217-424-1311
Growing Strong Sexual Assault Center:	217-428-0770
DOVE Domestic Violence Center:	217-423-2238
Heritage Behavioral Health Center	217-362-6262
Crossings Healthcare	217-877-9117
Decatur Fire Department Station 4:	217-424-2700
National Weather Service, Lincoln, IL.	217-732-2871

A Brief Description of Richland Community College

Richland Community College is located in Decatur, Illinois, the heart of Central Illinois. Richland serves its District with the main campus, in Decatur, and two extension centers. The College's main campus resides on a site of 155 acres of land. Following substantial growth and expansion, Richland currently contains 293,590 square feet.

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Campus Department of Public Safety

The Richland Community College utilizes a fully functional police department staffed with uniformed police officers. The police officers are employees of Richland Community College. They are state certified and have full arrest powers under the State law. They police the property of Richland Community College and enforce violations on a daily basis. The Richland Community College also utilizes contracted uniformed security officers as part of the overall campus safety plan. These Officers have the authority to ask persons for identification and to determine whether individuals have lawful business at Richland. Security officers are not sworn law enforcement officers as defined by the State of Illinois and do not have police powers. Richland's uniformed security officers do not possess arrest power, however the security officers can detain a subject for the purpose of assisting local law enforcement. The security officer's mission is to maintain the peace and protect the college's property. The security officers, are armed with oleoresin capsicum (OC) spray and handcuffs. All officers have gone through the proper training and are certified to carry such weapons.

Criminal incidents that may occur on the main campus are handled by the Richland Community College Department of Public Safety. The incidents are referred to the Decatur Police Department if the campus police officers are not on duty and there is an urgency, since they also have jurisdiction over the main campus. Criminal incidents that may occur at other college facilities are referred to the police force that has jurisdiction over that facility. The Campus Department of Public Safety at Richland Community College maintains a highly professional working relationship with the Decatur Police Department and Macon County Sheriff's Office. The Richland Department of Public Safety allows investigations from the Decatur Police Department, the Macon County Sheriff Office, and other law enforcement agencies if their investigations lead them to the Richland campus. The Chief of Public Safety will conduct internal investigations to assist local law enforcement

Victims will be asked to immediately report any crime to the Richland Department of Public Safety (ext. 6555). Prompt and accurate reporting will assure timely warning notices on campus and timely disclosure of crime statistics. Incidents on campus that are not criminal in nature, such as lost items, medical emergencies or general assistance are handled by police officers and security officers from the Richland Department of Public Safety.

While the uniformed security officers are not employees of the college they have the responsibility to act in the best interest of the college to provide a safe campus environment. Campus security officers can be reached at 875-7211 ext. 6555, or by dialing 6555 from any college phone on the main campus. The Chief of Public Safety is located within the campus Department of Public Safety (E111) and can be reached at 217-875-7211 ext. 6557.

“Campus Security Authority”, Defined

A “Campus Security Authority” (CSA) is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution. CSA’s are officials (i.e., not support staff) whose functions involve relationships with students. If someone has significant responsibility for student and campus activities, he or she is considered a Campus Security Authority by statute. Similarly, a faculty advisor to a student group or club also has significant responsibility for their activities.

The function of a CSA is to report to the appropriate law enforcement personnel, either campus security/police or local police, or to an official or office designated by the institution, those allegations of Clery Act crimes that he or she concludes are made in good faith or reasonably believable. A Campus Security Authority is not responsible for determining authoritatively whether a crime took place; that is the function of law enforcement personnel.

Examples of individuals **who would not meet the criteria** for being Campus Security Authorities include a faculty member who does not have any responsibility for student and campus activity beyond the classroom, clerical staff and auxiliary services. This does not prevent them from reporting violations to the Campus Department of Public Safety.

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CSAs are required to report incidents in order for timely warnings to be issued and accurate collection and dissemination of Clery crime statistics. The Campus Security Authority Reporting Form can be found under the Security section of forms in MyRichland.com.

At Richland Community College, the people occupying the following positions are considered Campus Security Authorities (CSA’s).

- Veterans Affairs Coordinator
- Career & Completion Coach
- Student Engagement Coordinator
- Director, Human Resources & Payroll
- Human Resources Generalist
- Vice President, Student Success
- Vice President, Academic Services
- Director, Academic Success Center
- Dean of Student Success
- Student Success Coach
- Chief of Public Safety

Police Officers
Security Officers
Dean, Liberal Arts
Dean, Math, Science, & Business
Dean, Health Professions
Dean, Workforce Development

Crimes and Offenses that Require Reporting Under the Clery Act

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

1. **Criminal Offenses**
 - a. Criminal Homicide, including:
Murder and Non-Negligent Manslaughter; and Negligent
Murder and Non-Negligent Manslaughter
 - b. Sex Offenses including: forcible and non-forcible;
 - c. Robbery;
 - d. Aggravated Assault;
 - e. Burglary;
 - f. Motor Vehicle Theft;
 - g. Arson

2. **Hate Crimes**—Disclose whether any of the above mentioned offenses, or any other crimes involving bodily injury, were hate crimes; and

3. **Arrests and Referrals for Disciplinary Action** for illegal weapons possession and violation of drug and liquor laws.

4. **Relationship Violence**
 - a. Domestic Violence
 - b. Stalking
 - c. Date Rape
 - d. Sexual Assault

Definitions:

Domestic Violence:

- A felony or misdemeanor crime of violence committed by
 - a. A current or former spouse or intimate partner of the victim.
 - b. A person with whom the victim shares a child in common.
 - c. A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner.
 - d. A person similarly situated to a spouse of the victim under the domestic or family violence laws.

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 shall be determined based on a consideration of the following factors:
 1. Length of the relationship;
 2. The type of relationship; and
 3. The frequency of interacting between the persons involved in the relationship.

Stalking:

- The 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.

Sexual Assault Definition Per ILCS 720/5/11-1.20: A person commits sexual assault if that person commits an act of sexual penetration and: » Uses force or threat of force; knows the victim is unable to understand the nature of the act or is unable to give knowing consent. » Is a family member of the victim and the victim is under 18 years of age. » Or is 17 years of age or over and holds a position of trust, authority, or supervision in relation to the victim, and the victim is at least 13 years of age but under 18 years of age. Consent.

Consent Definition Per ILCS 720/5/11-1.70: Means a freely given agreement to the act of sexual penetration or sexual conduct in question. Lack of verbal or physical resistance or submission by the victim resulting from the use of force or threat of force by the accused shall NOT constitute consent. The manner of dress of the victim at the time of the offense shall not constitute consent. PART ONE 28 Sexual Penetration Definition Per ILCS 720/5/11-01: Any contact, however slight, between the sex organ or anus of one person and an object or the sex

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

Hate Crimes:

The commission of any of the above listed crimes that manifests evidence based on reasonable conclusions, that the victim was selected based of his or her:

- Race
- Gender
- Religion
- Sexual orientation
- Ethnicity
- Disability

Upon an internal investigation, if a hate crime has occurred based on the above criteria, this may result in the crime being classified as a hate crime.

As of August 14, 2008, the Clery Act was amended to include NEW REPORTABLE HATE CRIMES. These crimes are:

Larceny-Theft; Pocket Picking:

- Theft of articles from another person’s physical possession by stealth where the victim usually does not become immediately aware of the theft.

Simple Assault:

- An 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:

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

Destruction/Damage/Vandalism of Property (Except “Arson”):

- To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

These new reporting categories are ONLY REPORTED IF MOTIVATED BY BIAS AS DETERMINED BY ONE OF THE SIX BIAS CATEGORIES. THEY ARE NOT REPORTED UNDER THE GENERAL CLERY ACT CRIME STATISTICS.

Arrests and Referrals 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 discipline.

Crimes of this nature can be reported to the Campus Department of Public Safety in Room E111 (ext.6555) or to the local police department. Offenses may also be reported confidentially to the Chief of Public Safety if the victim chooses for the purposes of timely warnings to the college or if no prosecution is requested.

Reporting a Crime or Emergency

Community members, students, faculty, staff, and guests of the College are encouraged to report all incidents to the Campus Department of Public Safety or to the local police department in a timely manner. To report a crime or an emergency of any kind on the Richland Community College main campus, call the Campus Department of Public Safety from any college phone at extension 6555, or speak to a police/security officer in room E111. From other locations, call (217) 875-7211, ext. 6555. To report an emergency directly to any public safety agency, call 911 from any phone or contact the local police department. You may dial 911 or 8-911 from any college phone on the main campus to reach the Macon County Emergency Communications Center.

Additionally, there are several emergency call boxes near the main entrances of the main campus facility. These call boxes are marked with large blue EMERGENCY signs. They can be used to contact the Campus Department of Public Safety directly, 24 hours a day, 365 days a year. The location of each call box is marked on its sign for identification purposes. The college also utilizes an emergency blue light located in the WDI Parking lot on the east side of the campus. When the button is pressed it rings directly to the 24-hour campus Department of Public Safety.

This publication contains information about on-campus and off-campus resources. This information is made available to provide college community members with specific information about the resources that are available in the event that they become the victim of a crime.

Reporting a crime is the responsibility of the individual. The Campus Department of Public Safety will assist with the process. Crimes should be reported to the Campus Department of Public Safety to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the college community, when appropriate. For example, a crime that was reported only to the Growing Strong Sexual Assault Center would not be included in the college's annual crime statistics, nor could a timely warning be issued. Crimes can be reported in confidence for the purpose of statistic gathering to the Chief of Public Safety at ext. 6557 or room E111.

The Campus Chief of Public Safety can directly contact the Decatur Police Department, Macon County Sheriff's Department, the Macon County Emergency Management Agency or any other law enforcement or social work agency.

A student, staff or faculty member may report a crime or a possible crime, on a confidential basis, by utilizing the threat assessment form. This form can be found at <https://www.richland.edu/campus-police/>. The forms are emailed directly to the Campus Chief of Public Safety, who will review the form within a 24 hour basis and contact the threat assessment team, if needed.

Upon receiving criminal incident reports, a Richland Police Officer or the Chief of Public Safety will conduct full investigation of the incident, interview victims, witnesses and offenders.

All reports of criminal activity will be investigated. The College has procedures for voluntary, confidential reporting of crime statistics. Violations of the law will be referred to law enforcement agencies and, when appropriate, to the Campus Department of Public Safety. When a potentially dangerous threat to the College Community arises, timely reports or warnings will be issued through e-mail announcements, the posting of flyers, in-class announcements, or other appropriate means. These timely warnings will not include any means of identifying the victims of crimes. Crimes can be reported for the purpose of statistic gathering to the Campus Chief of Public Safety.

Counseling Services

To help support student mental health and wellness Richland has partnered with Crossing Healthcare to deliver free in-person counseling with a licensed professional, Malinda Powell, ALMFT. Mondays and Thursdays – 9am to 1pm. Appointments are recommended but walk-ins will be available. The location of all in person mental health services is held at the Macon County Soil and Water Conservation Building, 4004 E. College Park, Decatur, IL 62521 on the Richland Campus. In addition to the part time in person mental health support, the campus has also partnered with [META](#), a teletherapy platform for mental wellness and help with depression issues, to provide students with confidential and easy access to mental wellness providers. Choose your counselor.

META is a mobile app that delivers easy access to private and confidential counseling services – **when and how you want.**

The META app includes:

- Access to licensed providers of your choice
- Video, phone, and chat counseling
- Payment by insurance or out-of-pocket
- Completely private interactions

META provides articles, videos and other content created just for college students. It also allows you to connect with a provider of your choice, in total privacy.

Timely Warnings

When you register as a new student or employee, your email address and phone number are used for our timely warning system. For this reason, we ask that you keep your phone number and college email address updated in our registration system.

In the event that a situation arises, either on or off campus, that, in the judgment of the College administration, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through College e-mail to students, faculty and staff. Notice will also be made through the emergency notification system, Call-Em-All, that will send a text and voicemail message to students, staff and faculty as well as shown on the electronic display monitors seen throughout the College’s main campus building.

Depending on the particular circumstances of the event or crime, especially in all situations that could pose an immediate threat to the College community and individuals, the campus Department of Public Safety may also post a notice on the Richland Community College web site at: <http://www.richland.edu/campus-police/> providing the College community with more immediate notification. In such instances, a copy of the notice will be posted in the foyer area of each main entrance for all affected College buildings.

An email notification is immediately accessible via computer by all faculty, staff and students. Anyone with information warranting a timely warning should report the circumstances to the Campus Department of Public Safety (875-7211 or 6557) or in person at the Campus Department of Public Safety at E111.

Reporting the Annual Disclosure of Crime Statistics

The Campus Department of Public Safety files the annual disclosure to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of the report can be located on Richland's web site at www.richland.edu/campus-police/. This report is prepared in cooperation with the local law enforcement agencies that have jurisdiction over college facilities. Each entity also provides updated information on their educational efforts and programs to comply with the Act. The annual report is filed by October 1, for the preceding year.

Campus crime, arrest and referral statistics include those reported to the Illinois State Police, Decatur Police Department, Macon County Sheriff's Department, Clinton Police Department, Richland Police/Security officers, and designated campus security authorities. The College has established a procedure to anonymously capture crime statistics disclosed confidentially during such a session with campus security authorities.

Each year, an e-mail notification will be made to all enrolled students, staff and faculty listing the web site to access this report. Copies of the report may also be obtained by visiting the office of the Vice President of Academic Services (W141), the office of the Chief of Public Safety (E111), the office of Student Engagement (C133) and the Vice President of Student Success (N110).

All prospective employees may obtain a copy of the crime statistics and the Annual Security Report from the Director of Human Resources (N173). These statistics are provided to students, prospective students and their parents, staff and faculty upon request.

All perspective students of Richland Community College may obtain a copy of the crime statistics and the Annual Security Report by visiting www.richland.edu/campus-police/ or obtain a hard copy of the report at the campus Department of Public Safety (E111), or Student Engagement (C133), Vice President of Academic Services (W141) and the Vice President of Student Success (N110).

Voluntary/Confidential/Title IX Reporting

If you are the victim of a crime and do not want to pursue action within the College or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Chief of Public Safety or a designee of Richland Community College can file an incident report on the details of the incident without revealing your identity.

The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the College can keep accurate records of the number of incidents involving students, determine whether there is a pattern of crime with regard to a particular location, method, or assailant and alert the Campus Community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution but the victim's information is not revealed.

The following individuals are considered confidential reporters and are NOT bound by the mandatory reporting policy and do not have to report a Title IX incident. These are considered CONFIDENTIAL REPORTING RESOURCES:

Growing Strong Sexual Assault Center Counselors

Growing Strong Sexual Assault Center is a nonprofit agency in Decatur that serves as a resource and support agency for sexual assault survivors. They will meet with you wherever you may be and, if appropriate, provide you with transportation to the hospital. They will discuss your options and act as an advocate for you with the University, hospital staff, police or State's Attorney's office.

270 W Prairie Ave, Decatur, IL 62523

[\(217\) 428-0770](tel:(217)428-0770)

DOVE Counselors

Domestic Violence Support Group to assist with counseling, orders of protection, and civil no contact orders. They also offer a 24 hr hotline at 217.423.2238.

302 S Union St, Decatur, IL 62522

[\(217\) 428-6616](tel:(217)428-6616)

If a student talks to any of the people below about a possible sexual harassment or sexual misconduct violation, the people listed below will be required to make a formal report which will trigger an internal investigation once they are notified of the situation.

Title IX Coordinator
Faculty

Supervisors and Directors

It is important to understand who is and is not a mandated reporter if a student is unsure whether they would like to proceed with the formal complaint process.

It is also very important to notify the individual that a mandated reporter has an obligation to share their information with the Title IX Coordinator. An employee may offer the individual an opportunity to talk with a confidential reporter, if they seem uncertain. The Campus Title IX Coordinator, is Jennifer Reichart, Executive Director of Diversity, Inclusion, Equity, and Belonging (DIEB).

Security and Access to Campus (Hours of Operation)

Campus Police/Security Officers are on-duty at the College's main campus 24 hours a day, every day, and can be contacted from any campus phone at extension 6555 or located in room E111. Public access hours to the College's main campus facilities are from 6:30 a.m. to 10:00 p.m., Monday through Thursday, and from 6:30 a.m. to 7:00 p.m. on Friday.

Weekend hours at the main campus' primary building vary, but the facility will be open to students, parents, employees, contractors, guests, and invitees from 7:30 a.m. at the latest until 7:00 p.m. During other hours or during special events, access to all College facilities is by key, if issued, or by admittance by the Campus Police/Security Officers and a formal sign-in. In the case of periods of extended closing, the College will admit only those with prior administrative approval to the facilities.

Campus Police/Security Officers make routine patrols throughout the main campus, including all College buildings, parking lots, and campus grounds. The Campus Department of Public Safety utilizes video equipment as another means of monitoring campus security both inside the college facilities and outdoors on campus property.

Emergencies may necessitate changes or alterations to any posted schedules.

Fire and Dangerous Weather Drills

The campus department of public safety will conduct at least one fire drill and one tornado drill per year. Some tests will be announced, and some will be unannounced. Documentation of these tests will be kept and made readily available in the campus department of public safety. This documentation will include a description of the exercise, the date, the time, and whether it was announced or unannounced. Procedures for emergency evacuation are covered in new student orientation. Procedures are also periodically sent out via mass email

Security Awareness and Crime Prevention

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. In support of this theme, the campus Department of Public Safety provides safety and security presentations at all new student orientations. New employees are presented with a similar safety and security orientation.

Periodically and throughout the academic year, the Decatur Police Department Crime Prevention Unit, in conjunction with the campus Department of Public Safety, will provide seminars and workshops at the main campus on various topics of personal safety.

When time is of the essence, timely notices of dangerous situations will be made by the College administration. Safety and Security programs are conducted for students, staff and faculty on an ongoing basis.

The description of the programs are made available through group emails to staff and faculty. The campus message boards are used to notify students of any upcoming safety and security events, as well as sending information out through group emails.

Campus Violence, Reporting and Resources

Richland Community College is committed to ensuring a safe learning and working environment for all students, employees and visitors. The College is supportive of a proactive stance regarding the efforts to minimize violence on campus. Violence prevention involves the presence of appropriate safeguards, effective communication of the resources available to the campus community, the creation of a campus environment conducive to nonviolent resolution of difficulties, as well as threat assessment capabilities to monitor, assess and coordinate the response to potentially violent behavior. The College prohibits violent acts and threats of violence. Students, employees and visitors to the campus who commit or threaten to commit acts of violence are subject to disciplinary action and/or civil or criminal prosecution as appropriate.

Violence and threats of violence include, but are not limited to: any physical assault, any physical or verbal threat, sexual violence, stalking, domestic violence, date rape or behavior or action which is interpreted to reasonably carry the potential:

1. To harm or endanger the safety of self or others.
2. To result in an act of aggression.
3. To willfully destroy or damage property.

Emphasis will be placed on a proactive identification of potentially violent situations and preventive approaches to reduce the likelihood of incidents of violence on campus.

In the event of any violence, as listed above, were to occur on campus, Richland Community College has trained personnel in dealing with violence issues as well as contacts with certified counselors at Sexual Assault Centers and Domestic Violence Centers. These personnel can be reached by contacting the Campus Department of Public Safety office at 217-875-7211 ext.6555 or by calling Student Services at 217-875-7211 ext.6267.

Victims who need escorts to and from class, or to and from their vehicles need to call 217-875-7211 ext. 6555 to arrange for Campus Police/Security to meet them. Also, the Campus Department of Public Safety will work with Student Services to, if necessary, to re-arrange class schedules etc. to reduce the possibility of chance encounters by the victim and the accused.

Pamphlets and brochures with community outreach resources are available at the campus Department of Public Safety (E111) and at the Student Engagement Office. Other resources outside of the Richland campus can be obtained at www.richland.edu/campus-police/ .

Weapons, Alcoholic Beverages, and Controlled Substances

The possession, sale, or furnishing of alcohol on the Richland Community College campus is governed by City of Decatur and Illinois State law. The enforcement of alcohol laws on college property is the primary responsibility of the Richland Community College Department of Public Safety. Richland Community College
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has been designated “drug free” and only under certain approved circumstances is the consumption of alcohol permitted.

The possession, sale, manufacture or distribution of any controlled substance is illegal under both State and Federal laws. Such laws are strictly enforced by Campus Police. Violators are subject to College disciplinary action, criminal prosecution, fine and imprisonment.

It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone less than 21 years of age in a public place or a place open to the public is illegal.

It is also a violation of College policy for anyone to consume or possess alcohol in any public or private area of campus without prior administrative approval. Organizations or groups violating alcohol/substance abuse policies or laws may be subject to sanctions by the College or turned over to law enforcement authorities. All events serving alcoholic beverages on campus must be pre-approved by the College administration.

If a student needs assistance with an alcohol or drug problem, they should contact a counselor of their choice or contact Student and Academic Services. If a staff or faculty member needs assistance with an alcohol or drug problem, assistance is available through the Employee Assistance Program, a confidential counseling program, or the Human Resources Office.

Richland Community College prohibits the sale, manufacture and/or possession of deadly weapons on Campus except for individuals authorized by State or Federal law or statute or as utilized in the course of authorized duties. Included in this ban are firearms, cutting weapons, incendiary devices, and explosives to include fireworks. If students, faculty or staff observe a violation of this rule, they should immediately report it to the Campus Department of Public Safety at ext. 6555. This does not include staff members that routinely utilize box cutters and folding knives.

Maintenance of the “Daily Crime Log” and Incident Reports

Pursuant to the regulations set forth in the Crime Awareness and Campus Security Act of 1990, the Campus Department of Public Safety is charged with maintaining a “Daily Crime Log.” Entered onto this log is information concerning all alleged criminal acts that are reported to the College and/or local police departments. This log is electronically generated and can be made available upon request.

The Daily Crime Log contains information regarding the nature of the crime, the date the crime was reported, the date the crime was committed, and the general location of the crime and a disposition of the incident, if known.

Anyone may ask to see the daily crime log, including the media. The Campus Chief of Public Safety, or his/her designee, will make all entries onto the log as they are reported. Daily Crime Logs must be kept for three (3) years following the publication of the last annual security report for which they apply (in effect, seven years.) The Daily Crime Log may be viewed in the campus Department of Public Safety (E111).

Anyone may ask to see the daily crime log, including the media. The Campus Chief of Public Safety, or his/her designee, will make all entries onto the log as they are reported. Daily Crime Logs must be kept for three (3) years following the publication of the last annual security report for which they apply (in effect, seven years.) The Daily Crime Log may be viewed in the campus Department of Public Safety (E111).

Incident Reports are internal reports filed with the College. These reports may address many different incidents, including but not limited to medical emergencies, illness, hazardous situations, traffic accidents and crime. A separate log is maintained for incident reports and may be viewed in the campus Department of Public Safety (E111).

Found Property

When found property is turned in to a Campus Police/Security Officer or any other employee of the College, it will be kept in the office at the Campus Department of Public Safety (E111). Any item found by/or turned into the office at the Campus Department of Public Safety shall be tagged and logged for identifying purposes. All reasonable attempts to identify and return an item to the rightful owner will be made. If the owner of an item cannot be determined, or contacted, the item will be stored for no longer than 30 days, or until the last day of the academic session in which it was found.

Any person(s) wanting to claim an item must properly identify the item and show proper personal identification to claim the item. The person(s) claiming an item must sign a Property Receipt for each item being claimed and/or returned. Items not claimed by the end of the established time period will be disposed of in a proper manner.

Emergency Response and Evacuation Procedures

Any number of events such as fire, chemical spills, tornadoes, or criminal activity could necessitate an evacuation of a particular area of the College.

The evacuation of College facilities presents unique situations and challenges that are not experienced in a public school setting. Some areas may house only one department or College office whereas other areas may contain business space for numerous departments. A major challenge for the successful evacuation of the College is that the population of the facility changes every hour. It is difficult to know at any given time the exact number of occupants in any area of our facilities.

In the event that an emergency situation occurs which significantly disrupts College operations, the College's Crisis Response Team will convene to begin the process of response, mitigation and recovery. The Crisis Response Team consists of the Director of Facilities Operations, the Chief of Public Safety and all Vice Presidents. The College's Emergency Response Plan manual was developed to include general guidelines in responding to various emergency situations as well as including concepts outlined in the National Incident Management System (NIMS). This manual is reviewed periodically to ensure any updated information is included. Distribution of the manual is limited to College Administrators. In addition to these manuals, each classroom and office area has posted an 8 ½" x 11" "RCC Emergency Procedures" Room # instructional sheet. This posting consists of a map of the campus showing the location of all exits, along with brief instructions for what to expect and how to respond to various emergency situations (re: severe weather, fire alarm, power failure, medical, earthquake, evacuating the building, etc.).

If an emergency situation occurs (observed/reported and verified) which may cause an immediate threat to the health or safety of the College Community, without delay, a campus-wide notification will be issued, unless making such a notification will, in the professional judgment of the Crisis Response Team, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. The College can make such mass emergency notifications through the use of the public address system at the main campus, mass e-mails to staff, faculty and students, website and social media postings, and the main campus internal cable television system. (note: the Campus Public Address system is operated through the fire alarm system which utilizes audio messages/instructions as well as strobe lights for alerting anyone who may be hearing impaired or in an area that utilizes earplugs, etc.) Notifications that may need to go out to the larger community will generally be completed by the College's public information officer and Technical Services staff, in conjunction with the Office of the President.

Richland Community College's main campus resides within the jurisdiction of the Decatur Police and Fire (EMS) Departments therefore, all tests, required or otherwise, of our emergency response and evacuation procedures at that location will be coordinated and assisted by their respective offices with all results posted in the following edition of the College newspaper. Additionally, Richland Community College has signed an Emergency Operations Plan with the Macon County Emergency Management Agency (EMA). This Agency can assist with mass notifications including local media outlets in times of emergencies utilizing the National Incident Management System (NIMS). These entities along with the Macon County Health Department are the resources that will be consulted by our Crisis Response Team in determining whether or not an emergency situation may

exist (re: public health issue, any hazardous material spills, etc.), when such a situation presents itself that may fall outside the expertise of our Crisis Response Team.

The emergency response systems are tested semi-annually through emergency drills. These drills are conducted in the spring (No later than April 30th) and in the fall (no later than November 30th) each year.

Copies of Richland Community College's Emergency Plans can be located at www.richland.edu/campus-police/.

Richland Community College's Crisis Response Team will conduct quarterly meetings and will conduct semi-annual exercises to test the Emergency Response Plan.

Sexual Misconduct Response

If someone is the victim of a sexual assault or domestic violence at this college, the first priority is to get the victim to a place of safety. You should then obtain necessary medical treatment. The Campus Department of Public Safety strongly advises that a victim of sexual assault report the incident in a timely manner as time is a critical factor in evidence collection and preservation. An assault should be reported immediately to a CSA. Filing a report with the Campus Department of Public Safety will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from police/security officers. Filing an incident report will:

- Ensure that a victim of sexual assault receives or has access to the necessary medical treatment and tests, at no expense to the victim.
- Provide the opportunity for timely 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 exam.)
- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

The victim will be given instructions on how they can report a crime of sexual assault, domestic/dating violence. This information can be found in the Campus Department of Public Safety, office of campus safety (E111) and the office of student engagement (C131). This includes how to obtain an order of protection and restraining orders.

When a sexual assault victim contacts the college, the responsible employee should inform the victim of what is confidential and what is not. The college or responsible employee will direct the victim to the Growing Strong Sexual Assault Center as a confidential advisor or DOVE for domestic violence. The campus employee may also direct the victim to other community resources who will provide options and support the victim in his/her decisions. The victim will be made aware of their rights regarding prosecution and accommodations for the victim. The College will inform the victim of confidentiality, even if the victim does not request confidentiality. The Campus Department of Public Safety also has pamphlets regarding Sexual Assault information. The Campus Department of Public Safety is located at E111 in the main campus.

Options are available for victims of sexual assault through the Growing Strong Sexual Assault Center (phone: 428-0770), employee assistance programs, and personal ministers.

Options will be made available to victims of domestic violence through DOVE (phone: 217-428-6616), employee assistance, campus counselors and Campus Responsible Employees.

There are several options for a victim of a crime to report:

- Confidential Advisors (Growing Strong, DOVE)
- Campus Department of Public Safety (E111 or 217-875-7211 ext.6555)
- City/county/state Law Enforcement

Under Title IX Regulations, if the crime committed is of a gender-based nature or sexual violence, the victim will be directed towards the Director of Human Resources located in the Business Office and the Title IX Coordinator, The Campus Title IX Coordinator, Jennifer Reichart, Executive Director of Diversity, Inclusion, Equity, and Belonging (DIEB) is located in (N186A). The victim will be advised of their rights and accommodations. Students committing crimes are subject to the all applicable laws and College policies. Student Rights and Responsibilities are found in the *Student Handbook*

Educational Programming for the Campus

The college has identified a series of activities related to educational programs and campaigns for sexual assault, domestic violence and dating violence. The Decatur Police Department Crime Prevention Unit and Growing Strong Sexual Assault Center offers sexual assault education and information programs to college students and employees upon request. Literature on date rape, risk reduction and the college's response is available through the office of student engagement, the campus Department of Public Safety and the office of student success.

The College routinely provides informational sessions and programs to all students and staff regarding sexual assault, domestic violence, dating violence, and stalking. This training is provided by external partners including Growing Strong Sexual Assault Center, Dove Domestic Violence Agency and the Decatur Police Department among others. A representative from the Campus Department of Public Safety speaks to all new students at new student orientation and to all new employees at new employee orientation to discuss the above-mentioned topics.

The College requires all employees and students to complete training for Title IX compliance. This training is offered continually for both staff and students and updated on a regular basis. Participants are required to pass a knowledge-based quiz at the end of the training in order to be marked as complete.

The College hosts Safety and Security Week during a week in September coordinated by the Student Engagement Office and the Campus Department of Public Safety. Some of the topics covered through workshops, table displays and class presentations by local agencies and external partners include:

- Sexual Assault
- Stalking
- Dating Violence
- Rape
- Sexual Harassment
- Domestic Violence
- Crime Prevention
- Anti-Bullying
- Suicide Prevention
- Self-Defense

Sex Offender Registry-On Site

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. The CSCPA is an amendment to the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Act. The federal law requires state law enforcement agencies (in Illinois, it is the Illinois State Police) to provide Richland Community College with a list of registered sex offenders who have indicated that they are either enrolled or employed at Richland Community College. The list of registered sex offenders enrolled at the College is maintained in the Chief of Public Safety's Office.

The list may be viewed by any student, faculty or staff member. **However, any unlawful use of the information for the purposes of intimidating or harassing another is prohibited and willful violation shall be punishable as a Class A misdemeanor.**

In addition, a list of all registered sex offenders in Illinois is available from the Illinois State Police at <http://www.isp.state.il.us/sor/>

The CSCPA further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

(This statement is provided in compliance with the Campus Sex Crimes Prevention Act of 2000.)

Sex Offender Registry-Online

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, Richland Community College is providing a link to the Illinois State Police Sex Offender 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. In the State of Illinois, convicted sex offenders must register with the Sex Offender and Registry maintained by the Illinois State Police.

The Sex Offender Registry (SOR) is available online at <http://www.isp.state.il.us/sor/>. 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 purpose of intimidating or harassing another is prohibited and willful violation shall be punishable as a Class A misdemeanor.**

The Illinois State Police is responsible for maintaining this registry.

Sexual Misconduct

Policy Statement

It is the policy of the College to provide an educational and employment environment free from all forms of Sexual Discrimination of employees, students and other individuals at any College facilities or in connection with any College activities. Retaliation for making a good faith complaint of sexual discrimination or for participating in a sexual discrimination investigation is also prohibited.

This policy applies to all Richland staff, students, and third party vendors. Several methods of reporting violations are available; the college's Title IX coordinator shall serve as the first contact for filing a complaint; you may directly contact the coordinator, or fill out the Title IX Complaint Form available on the Richland website. Violations shall also be reported to the campus department of public safety, Human Resources, or any responsible employee of the college; who are then mandated to report to the Title IX coordinator. Options are also available for students to anonymously report a violation and/or confidentially report a violation through several selected "Confidential Advisors".

Upon notice of a violation the college will respond to the report with information and a list of available resources (within 12 hours).

External complaints shall be filed with the Equal Employment Opportunity Commission, the Illinois Department of Human Rights and the Office of Civil Rights of the United States Department of Education.

Definitions

Consent is defined in Illinois as a freely given agreement to the act of sexual penetration or sexual conduct in question. Lack of verbal or physical resistance or submission by the victim resulting from the use of force or threat of force by the accused shall not constitute consent. Richland Community College abides by the State of Illinois' definition of consent and uses that definition when adjudicating sexual misconduct cases.

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

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

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

Incest is defined as non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape is defined as non-forcible sexual intercourse with a person who is under the statutory age of consent.

Domestic Violence: The term “domestic violence” means either felony or misdemeanor crimes of violence committed by 1) a current or former spouse or intimate partner of the victim, 2) a person with whom the victim shares a child in common, 3) a person who is cohabitation with or has cohabitated with the victim as a spouse or intimate partner, 4) a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred or 5) any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating Violence: Violence committed by a person 1) who is or has been in a social relationship of a romantic or intimate nature with the victim and 2) the existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved with the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence. Illinois has not defined “Dating Violence” in the criminal code. There is, however, a “Teen Dating Violence” statute that is defined as “A pattern of behavior in which a person uses or threatens to use physical, mental, or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age or behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person where one or both persons are 13 to 19 years of age.”

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

Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.

Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.

Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim

Educational Programming

Richland Community College engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that is 1) culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and 2) consider environmental

risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

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

Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;

Defines using definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;

Defines what behavior and actions constitute consent to sexual activity in the State of Illinois;

Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive option that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situation of potential harm, understanding institutional structures and cultural condition that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;

Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

Procedures for Reporting a Complaint

Richland Community College has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as academic, transportation and working accommodations, if reasonably available. Richland Community College will make such accommodation, if the victim requests them and if they are reasonable and available, regardless of whether the victim chooses to report the crime to Richland Community College Public Safety or local law enforcement. Crimes may also be reported to the Title IX Coordinator Jennifer Reichart, Executive Director of Diversity, Inclusion, Equity, and Belonging (DIEB) is located in (N186A).

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

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

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

Local hospital/sexual assault resources:

Decatur Memorial Hospital

HSHS St. Mary's Hospital

Growing Strong Sexual Assault Center

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

Reporting Sexual Assault to the Police

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

Victims of sexual assault, domestic violence, dating violence and stalking are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College hearing boards and police.

For sexual assault, domestic violence, dating violence and stalking that occurs on Richland Community College properties or at any Richland Community College sanctioned event or activity, contact should be made with the Department of Public Safety at 217.875.7211 ext. 6555 or by calling 9-1-1 (on campus phones).

For off-campus incidents, victims may also feel free to contact the Richland Community College Office of Public Safety as noted above, or the local police department for the city in which the incident occurred. Victims may also report incidents directly to the Title IX Coordinator Jennifer Reichart, Executive Director of Diversity, Inclusion, Equity, and Belonging (DIEB) is located in (N186A).

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

When a sexual assault, domestic violence, dating violence or stalking case is reported to the police department, the assigned officer will respond to meet the victim in a location preferred by the victim. The officer will take a preliminary statement in order to obtain the basic facts of the case and will likely recommend the victim seek medical attention if an assault has occurred.

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

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

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

- Assurance of confidentiality regarding reporting and associated choices and investigation
- Private meeting for report submission, guidance, and referrals at a time and place as determined by the victim
- Assistance with notice of the assault to individuals(s) designated by the victim, if the victim chooses to give this type of notice
- Assistance with reporting the assault to law enforcement, if the victim chooses to report the crime and the crime occurred off campus
- Assistance and/or referral in arranging for medical services Referral to local counselor and resource services
- Assistance in arranging alternative academic class schedule within 24 hours of receipt of report.

Disciplinary Procedures Related to Sexual Assault

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

The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding.

Both the accuser and the accused are entitled to equal disbursement of information regarding disciplinary proceedings and/or associated investigations.

Both the accuser and the accused are entitled to the same information regarding the outcome of any institutional disciplinary proceeding that is brought alleging the offense.

Risk Reduction

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

On the Street:

Do not walk alone unless it is absolutely necessary.

Be aware of what is happening in your surroundings. Know where you are and where you are going.

If you walk regularly, vary your route. Do not be predictable! Walk away from bushes, alleys and dark entryways. Stay in well-lighted areas.

Take precaution to prevent being surprised. Attackers rely on the element of surprise. Do not wear headphones when walking alone.

Trust your instincts. If you think you are being followed, walk toward a busy, lighted area.

Scream loudly to attract attention and tell someone to call the police.

If someone bothers you from a car, turn and walk in the opposite direction. If possible, get a license plate number. When you are in a safe place, call 9-1-1.

Jogging in Parks and Streets:

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

Try to avoid running alone during the evening hours.

Social Situations:

When you go to a social gathering, go with a group of friends.

Arrive together, check in with each other throughout the evening and leave together.

Knowing where you are and who is around you may help you to find a way out of a bad situation.

Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call.

If you've left your drink alone, get a new one.

Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.

Watch out for your friends and vice versa.

If a friend seem out of it, is way too intoxicated for the amount of alcohol they've had or is acting out of character, get him or her to a safe place immediately.

If you suspect you or a friend has been drugged, contact law enforcement immediately.

Be explicit with doctors so they can give you the correct tests (You will need a urine test and possibly others).

Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows?

Are there people around who might be able to help you? Is there an emergency phone nearby?

If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

How to be an Active Bystander

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

Watch out for your friends and fellow students/employees. If you see someone who look like they could be in trouble or need help, ask if they are okay.

Confront or report people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.

Speak up when someone discusses plans to take sexual advantage of another person.

Believe someone who discloses sexual assault, abusive behavior or experience with stalking.

Refer people to on or off campus resources listed in this report for support in health, counseling, or with legal assistance.

Procedures Implementing the College’s Prohibition of Sexual Discrimination, Harassment, and Misconduct
The College is committed to maintaining a safe and healthy educational and employment environment that is free from discrimination, harassment and misconduct on the basis of sex, which includes sexual orientation or gender-related identity.

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

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

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

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

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

Student Reporting and Confidentiality Disclosing Sexual Discrimination, Harassment, and/or Misconduct

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

- At this time, Richland Community College does not have confidential advisors on-campus. Richland utilizes the following organization to serve as their confidential advisor role:

Growing Strong Sexual Assault Center

270 W. Prairie St.

Decatur, IL 62523

Phone: 217-428-0770;

- Most employees are required to report all the details of an incident (including identities of the student victim and alleged perpetrator) to the Title IX Coordinator Jennifer Reichart, Executive Director of Diversity, Inclusion, Equity, and Belonging (DIEB) is located in (N186A). A report to these employees, called "Responsible Employees", constitutes a report to the College and generally obligates the College to investigate the incident and take appropriate steps to address the situation.

Student Reporting to a Responsible Employee

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

A Responsible Employee must report to the Title IX Coordinator, Jennifer Reichart, Executive Director of Diversity, Inclusion, Equity, and Belonging (DIEB) is located in (N186A). all relevant details about the alleged sexual violence shared by the student victim that the College will need to determine what happened – including the names of the student victim and alleged perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident.

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

All full-time and part-time faculty and staff at Richland Community College are considered "Responsible Employees", excluding those classified student workers.

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

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

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

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

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

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

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

- Title IX Coordinator
- Deputy Title IX Coordinators
- Chief of Public Safety

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

- The increased risk that the alleged perpetrator(s) will commit additional acts of sexual discrimination, harassment or misconduct, such as:

- Whether there have been other sexual discrimination complaints about the same alleged perpetrator;

- Whether the alleged perpetrator has a history of arrests or records from a prior school indicating a history of misconduct or violence;

- Whether the alleged perpetrator threatened further sexual discrimination or violence against the student victim or others;

- Whether the sexual discrimination was committed by multiple perpetrators;

- Whether the sexual discrimination, harassment or misconduct was perpetrated with a weapon;

- Whether the student victim is a minor;

- Whether the College possesses other means to obtain relevant evidence of the sexual discrimination, harassment or misconduct (e.g., security cameras or physical evidence); and

- Whether the student victim's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

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

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

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

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

- Providing increased monitoring, supervision, or security at locations or activities where the alleged misconduct occurred;

- Providing training and education materials for students and employees;

- Revising and publicizing the College's policies regarding sexual discrimination, harassment and misconduct; and

- Conducting climate surveys regarding sexual misconduct.

Interim Measures

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

- Assist the victim in accessing other available victim advocacy, academic support, counseling disability, health or mental health services, and legal assistance both on and off campus;

- Provide other security and support, which could include interim suspension, a College issued no contact order, providing information on obtaining and/or enforce a judicial no-contact order, helping to change working arrangements or course schedules (including for the alleged perpetrator(s) pending the outcome of an investigation) or adjustments for assignments or tests; and

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

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

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

Title IX Complaint Investigation Procedures

Investigation Procedures

1. Initiation of Investigation by Title IX Coordinator Jennifer Reichart, Executive Director of Diversity, Inclusion, Equity, and Belonging (DIEB) is located in (N186A): Upon receipt of a Title IX complaint of sexual discrimination, harassment and/or misconduct, including sexual violence, the Title IX Coordinator will initiate a prompt, fair and thorough investigation. The investigation will be conducted by Title IX Investigators, as assigned by the Coordinator, and the College will conclude the investigation within 60 calendar days or less. Where the allegations are complex or other factors delay the investigative process, an extension may be granted.
2. Interim Measures Provided: During the investigation, the Title IX Coordinator will ensure the victim and/or complainant receive written notice of and the opportunity to obtain Interim Measures and will advise the victim and/or complainant of the right to file a complaint with Campus Police or law enforcement agencies.

3. Notice to Respondent:

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

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

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

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

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

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

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

5. Evidence Considered: Investigators will interview and receive evidence from the victim, complainant, respondent and any witnesses identified during the course of the investigation. The victim's prior sexual history with anyone other than the respondent will not be considered during the investigation or any proceeding related

to a complaint. The mere fact of a current or previous consensual dating or sexual relationship between the victim and respondent does not itself imply consent or preclude a finding of sexual violence.

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

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

8. Report of Investigation: At the conclusion of the investigation, the investigators will prepare a thorough report outlining the: complaint, investigation conducted and all relevant evidence obtained; The investigators will submit their report to the Title IX Coordinator, who will then convene the Hearing Panel for determination of findings and any potential sanctions.

Determination

1. Determination Based Upon Preponderance of Evidence: The Hearing Panel shall review the investigators' report and all evidence gathered to determine whether the respondent engaged in sexual discrimination, harassment, and/or misconduct in violation of College Policy.

2. Notice to Parties: Within 14 business days after receipt of the investigators' report, the Hearing Panel will conduct the hearing and will notify the reporting and responding parties of the determination via certified mail. If the responding party has been found in violation of College Policy, this notification will also advise the party of:

- a. Disciplinary sanctions; and
- b. The right to appeal the finding and sanctions in accordance with the Appeal Procedures.

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

- a. Any individual remedies offered or provided to the victim and/or complainant;
- b. Disciplinary sanctions imposed on the respondent that directly relate to the victim and/or complainant;
- c. In sexual violence cases only, any disciplinary sanctions imposed on the respondent;
- d. The right to appeal the determination and sanctions in accordance with the Appeal Procedures; and
- e. If the College determines that a hostile environment exists, it will inform the victim and/or complainant of steps it has taken to eliminate the hostile environment and to prevent recurrence.

4. Sanctions, Protective Actions, and Remedies

a. Sanctions. Student respondents who have violated the College's prohibition of sexual discrimination, harassment and/or misconduct are subject to any sanctions deemed appropriate by the Title IX Coordinator, up to and including expulsion. College employee respondents who have violated the College's prohibition of sexual discrimination, harassment and/or misconduct will be subject to disciplinary action up to and including termination, consistent with any applicable employee guidebooks and/or collective bargaining agreement obligations.

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

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

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

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

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

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

A student or employee who reports to Richland Community College that the student or employee has been a

victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off campus, shall be provided with a written explanation of the student or employee's rights and options.

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

- Offering counseling, health, mental health, or other holistic and comprehensive victim services to all students and employees affected by sexual discrimination, harassment, and/or misconduct;
- Developing materials on sexual discrimination, harassment and misconduct for campus wide distribution to students, employees, and/or third-parties;
- Creating a committee of students and College officials to identify strategies for preventing and addressing sexual discrimination, harassment and misconduct; and
- Conducting periodic climate surveys to identify how students and employees perceive and experience sexual discrimination, harassment and misconduct at the College.

Title IX Appeal Procedures

A victim and/or complainant or a respondent who wishes to appeal the decision reached by the Hearing Panel at the conclusion of a formal investigation must submit a written request for appeal to the President. This request must be submitted to the President within 5 business days after receipt of the Title IX Coordinator's letter of determination.

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

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

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

If the appeal is granted, the President will not hold a hearing. Rather, the President will review and consider written findings and decision from the Title IX Coordinator/Hearing Panel, any written documentation submitted by either party to the Title IX Coordinator/Hearing Panel, all evidence considered by the Title IX Coordinator/Hearing Panel, the written appeal and, if applicable, new evidence offered for consideration. The Title IX Coordinator or his/her designee will provide all relevant documentation to the President. The President shall render a decision within ten (10) days after receipt of the appeal and shall inform both the victim and/or complainant and respondent, concurrently, by certified mail. The decision of the President shall be final.

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

To speak broadly of the process, the proceedings will include a prompt, fair, and impartial process from the initial investigation to the final result. It will be conducted by officials who, at a minimum, receive annual training on

the issues related to dating violence, domestic violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

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

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

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

The result of any institutional disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, and stalking.

The institution's procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding, if such procedures are available.

Any change to the result.

When such results become final.

A prompt, fair, and impartial proceeding includes a proceeding that is—

Completed within reasonably prompt timeframes designated by an institution's policy, including a process that allows for the extension of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay

Conducted in a manner that—

Is consistent with the institution's policies and transparent to the accuser and accused;

Includes timely notice for meetings at which the accuser or accused, or both, may be present.

Provides timely and equal access to the accuser, the accused and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings.

Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.

Prevention and Education for Students and Employees

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

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

Drug and Alcohol-Free Campus and Workplace

In compliance with the Drug-Free Workplace Act of 1989 and the Drug-Free Schools and Campuses Amendment of 1989, Richland Community College prohibits the unlawful possession, use, manufacture, or distribution of drugs, alcohol, and unlawful substances by students or by employees on campus property or as part of any college activities. The unlawful possession, use, manufacture, or distribution of drugs, alcohol and unlawful substances is prohibited in the workplace and as part of the campus environment. The “workplace” encompasses all of the Richland Community College campus and any property controlled by the college.

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

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

Individuals found to have violated this may also be subject to referral for prosecution for illegal activity, consistent with local, state, and federal laws. In addition, as the campus and all college properties are a smoke-free work environment, the use of any tobacco products is prohibited. This includes, but is not limited to smokeless tobacco and electronic cigarettes.

State Laws on Drug & Alcohol Abuse

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

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

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

The Secretary of State is authorized to suspend or revoke the driver's license or learner's permit of any person convicted of violating any of the prohibitions listed above or similar provisions of local ordinances. Substantial penalties exist in Illinois for the operation of a motor vehicle by a driver with a blood or breath alcohol concentration of .08 or greater. Arrests are also possible at lower alcohol levels if driving is impaired. The first offense can result in a \$1,000 fine, incarceration for up to one year, and suspension or revocation of the offender's driver's license. Subsequent offenses entail penalties of significantly greater severity. Transporting open alcohol containers in a motor vehicle is also punishable under Illinois law.

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

Federal Laws on Drug and Alcohol Abuse

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

Criminal Offenses	On Campus			Non-Campus			Public Property		
	2021	2022	2023	2021	2022	2023	2021	2022	2023
Murder/non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses (Forcible)	0	0	0	0	0	0	0	0	0
Sex Offenses (Incest and statutory rape)	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0	0	0	0
Domestic Violence	1	0	1	0	1	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	1	0	0	0	0	0
Arrests	On Campus			Non-Campus			Public Property		
	2021	2022	2023	2021	2022	2023	2021	2022	2023
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	1	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Disciplinary Actions/Judicial Referrals	On Campus			Non-Campus			Public Property		
	2021	2022	2023	2021	2022	2023	2021	2022	2023
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0

Annual Crime Statistics

These offenses are compiled using the Uniform Crime reporting procedures in accordance with the provisions of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. A paper copy is available upon request in the office of the Vice President of Academic Services (W141), Vice President of Student Success (N110), Student Engagement (C133) and the Office of the Chief of Public Safety (E111).

