

**SAFETY AND SECURITY INFORMATION REPORT 1-4
POLICY AND PROCEDURES REGARDING SEXUAL ASSAULT 4-6**

This information is being provided to you as part of Northeastern Illinois University's commitment to safety and security on campus and is in compliance with the Jeanne Clery Disclosure of Campus Security Policies and Campus Crime Statistics Act, 20 U.S.C. (a) and (f).

Northeastern Illinois University is a state-supported institution of higher education under the authority of the Board of Trustees of Northeastern Illinois University. The University's main campus is located at Bryn Mawr and St. Louis Avenue on the northwest side of Chicago. The 67 acre campus is the center for most of the University's schools and colleges. The University also has the Jacob H. Carruthers Center for Inner City Studies(CCICS) which is located in Chicago at 700 East Oakwood. There are also other off campus sites that contribute to the educational mission of the University, such as the Chicago Teachers' Center and the Educational Resource Center/El Centro.

Approximately 12,000 students are enrolled in the University and approximately 1,300 faculty and staff are employed by the University.

REPORTING OF CRIMES OR EMERGENCIES

The Department of Public Safety is the department responsible for law enforcement, security, and emergency response at Northeastern. The Office of Public Safety is located adjacent to the parking lot off of Bryn Mawr Ave. and west of the Classroom Building. The office is open 24 hours a day, every day of the year. The department is staffed by trained police officers and dispatchers.

The Department of Public Safety can be contacted on the main campus by dialing ext. 4100 from any house phone. In an emergency dial ext. 5511. The free on-campus telephones are located in the lobbies of many buildings and can also usually be found next to the pay phones. To call Public Safety from off campus, dial 773 / 442-4100. In addition, Public Safety maintains direct telephone contact with the Chicago Police and Fire Departments and assistance from these departments can be obtained immediately.

The Public Safety office at CCICS is located in the first floor lobby and the phone number is 773 / 268-7500 ext.175. University students and staff at the Teachers' Center and El Centro should dial 911 for emergency assistance.

LAW ENFORCEMENT AUTHORITY AND INTERAGENCY RELATIONSHIPS

The law enforcement officers of the Department of Public Safety receive their police authority via the provisions of state law, specifically 110 ILCS 680/25-45(11). Police Officers of the Department of Public Safety have full law enforcement authority including the power to make arrests on view or on warrants of state statues, university rules and regulations, and city or county ordinances on all property owned or controlled by the University, and anywhere in the counties wherein the property is located, when such is required for the protection of the University property and interests, and its students and personnel, and otherwise when requested by other state or local law enforcement officials.

Police officers of the Department of Public Safety are academy trained and certified in the same manner as all other public law enforcement officers in the state of Illinois. They receive a minimum of 12 weeks formal basic training plus additional classroom and inservice training each year.

The Department of Public Safety maintains a close working relationship with the Chicago Police Department, State Police, and other local and federal law enforcement agencies. The Department also maintains a close working relationship with the State's Attorney's office and the Clerk of the Court. Crime related reports and statistics are routinely exchanged.

The Department receives the Chicago Police Department Daily Bulletin and the 24-hour activity report from the 17th District, in which Northeastern Illinois University is located. The Department of Public Safety is then able to monitor crime patterns off campus as well as on campus. Special Alerts are issued by Public Safety when warranted.

SECURITY AWARENESS AND CRIME PREVENTION PROGRAM

The University's crime prevention program is based upon the dual concepts of minimizing criminal opportunities, whenever possible, and encouraging students and employees to take an active role in their own security and the security of others.

The Department of Public Safety has several officers who have graduated from the National Crime Prevention Institute at the University of Louisville. These officers conduct physical security surveys of the physical plant and conduct crime prevention presentations to the campus community.

The following is a listing of some activities of the crime prevention program.

1. Escort Service... police officers provide escort service, particularly during hours of darkness, for persons walking on campus to the parking lots or adjacent city streets.
2. New Student Orientation... a crime prevention presentation accompanied by brochures and other printed material is made available to students during a special presentation at the beginning of the school year.
3. Closed-Circuit Television Surveillance... closed circuit television cameras survey all of the parking lots on campus and are recorded in the Public Safety building.
4. Crime Prevention Presentations... numerous crime prevention presentations are made annually to such campus groups as the Day Care Center staff and children, disabled students, international students, and other student or staff organizations upon request.
5. Printed Crime Prevention Materials... printed crime prevention brochures, posters, and bookmarks related to personal security, and our escort service are distributed at various locations on campus.
6. Women's Services...the Adult and Women Student Programs Office acts as a resource and action center, providing such services as counseling, support groups, referrals, and workshops, including a self-defense course for women.
7. Computerized Alarm System... a computerized alarm monitoring system located in the Public Safety building monitors a comprehensive network of intrusion, detection, and duress alarms.
8. Security Surveys... comprehensive physical security surveys are made of campus facilities upon request.
9. Crime Prevention News... crime prevention articles and materials are published in the student newspaper.
10. Rape Awareness, Education, and Prevention... in cooperation with several departments on campus, rape awareness, education, and prevention presentations are made available to members of the campus community. For more information contact Women's Services.
11. Code Blue Emergency Phones... The University has emergency direct dial phones located on campus walkways. The phones are readily recognizable by the blue light on top of the column that houses the emergency phone. These phones dial the Public Safety office directly by a push of a button.

MAINTENANCE AND SECURITY OF CAMPUS FACILITIES

The University maintains a very strong commitment to campus safety and security. Exterior lighting is an important part of this commitment. Parking lots, pedestrian walkways, and building exteriors are well lighted. Formal surveys of exterior lighting on campus are conducted by Facilities Management. In addition, any malfunctions of specific lights are reported immediately to Facilities Management. Members of the campus community are encouraged to report any exterior lighting deficiencies to Facilities Management or the Department of Public Safety.

The locksmith (from Facilities Management Department) and officers of this Department inspect the exterior doors on campus to ensure they are working properly. The locksmith performs regular preventive maintenance on all exterior doors to ensure the locking mechanisms are working properly.

Exterior doors on campus buildings are locked and secured each evening by employees of this Department. The issuance of keys on campus is controlled by Public Safety. All keys are issued on a demonstrated need basis and require the approval of the department head of the requesting department.

The parking lots on the campus are surveyed by closed-circuit television cameras that are monitored in the Public Safety office. While the monitors for these cameras are not constantly watched, the cameras automatically scan the lots and record on a time lapse video recorder.

The campus is partly enclosed by fencing to enhance security. The campus, to include parking lots, and adjacent city streets are patrolled by marked police cars and Police Bike Patrols of the Department of Public Safety. Foot patrols are utilized inside the buildings and on pedestrian walkways. The Department of Public Safety offers escort service to the parking lots and adjacent streets of the campus.

ACCESS TO CAMPUS FACILITIES

The campus buildings and facilities are accessible to members of the campus community and visitors during normal hours of business, Monday-Friday and until 5:00 P.M. on Saturdays. The Library has extended hours of operation on the weekend.

Admission to campus facilities after normal hours of operation is restricted to faculty and staff. Faculty and staff must sign in at Public Safety and show a photo ID. Public Safety will then admit them to the building. In the event a student requires

admittance during closed periods, the appropriate Departmental Chairperson, Director, or Dean must provide Public Safety with a written request and approval for such access. Students are required to follow the same sign in procedure as faculty and staff. All persons working in the buildings during closed hours must sign out at the Public Safety office. Any event scheduled beyond normal business hours requires the approval of the appropriate Vice President.

DRUG AND ALCOHOL POLICY...

Persons under 21 years of age may not consume alcoholic beverages on University property or at University events. Members of the University community may not serve alcoholic beverages to persons under 21 years of age on University property or at University sponsored activities. Members of the University community may not sell alcoholic beverages on University property or at University sponsored events. Alcoholic beverages may not be sold, but may be consumed in designated areas at functions which are approved by the President or appropriate Vice President and which are attended by specific invitees of the President or appropriate Vice President or designee. It is the responsibility of the person sponsoring the function to ensure that appropriate measures will be taken to avoid violation of University policy and Illinois State statutes. The possession or consumption of alcoholic beverages by students, on University property or at University sponsored events, is prohibited except in accordance with the University Alcohol Policy.

In compliance with the requirements of the Federal Drug-Free Act of 1988, it is the policy of the University that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance by employees in the workplace is prohibited. The University Student Conduct Code also prohibits the manufacture, delivery, sale use, possession, or distribution of either narcotic or dangerous drugs.

Substance abuse prevention, education and counseling are offered to students through the Dean of Students office. The University also has an Employee Assistance Program available for faculty and staff that is offered through the Personnel Department.

CAMPUS SEX CRIMES PREVENTION ACT

The Campus Sex Crimes Prevention Act requires institutions of higher education to inform the campus community in their annual security reports where registered offender information may be obtained. Sex offender information can be found at the Illinois State Police website <http://www.isp.state.il.us/>. Additional sex offender information is also available from the Chicago Police Department website at <http://www.ci.chi.il.us/CommunityPolicing/>.

All persons required to register must also submit information regarding attendance or employment at an institution of higher education. A copy of those persons who have reported attendance or employment at Northeastern Illinois University is kept in the Campus Police Department.

CRIME STATISTICS

The following statistics are provided in compliance with the Jeanne Clery Disclosure of Campus Security Policies and Campus Crime Statistics Act, 20 U.S.C. (a) and (f). The classifications are those used in the Federal Uniform Crime Report and differ somewhat in definition from the State of Illinois' Criminal Code.

| | 2002 | 2003 | 2004 | 2005 | |
|--|-------------|-------------|-------------|-------------|--------------------------|
| Murder and Non-Negligent Manslaughter | 0 | 0 | 0 | 0 | (main campus) |
| | 0 | 0 | 0 | 0 | (other campus) |
| | 0 | 0 | 0 | 0 | (public property) |
| Negligent Manslaughter | 0 | 0 | 0 | 0 | (main campus) |
| | 0 | 0 | 0 | 0 | (other campus) |
| | 0 | 0 | 0 | 0 | (public property) |
| Sex Offenses (Forcible) | 0 | 1 | 0 | 0 | (main campus) |
| | 0 | 0 | 0 | 0 | (other campus) |
| | 0 | 0 | 1 | 0 | (public property) |
| Sex Offenses (Non-forcible) | 0 | 0 | 0 | 0 | (main campus) |
| | 0 | 0 | 0 | 0 | (other campus) |
| | 0 | 0 | 0 | 0 | (public property) |
| Robbery | 0 | 1 | 0 | 1 | (main campus) |
| | 0 | 1 | 0 | 0 | (other campus) |
| | 0 | 0 | 1 | 2 | (public property) |
| Aggravated Assault | 0 | 0 | 2 | 1 | (main campus) |
| | 0 | 0 | 2 | 0 | (other campus) |
| | 0 | 1 | 0 | 2 | (public property) |

CRIME STATISTICS, CONT'D

| | 2002 | 2003 | 2004 | 2005 | |
|---|------|------|------|------|-------------------|
| Burglary | 1 | 0 | 0 | 4 | (main campus) |
| | 2 | 0 | 1 | 0 | (other campus) |
| | 0 | 0 | 0 | 1 | (public property) |
| Motor Vehicle Theft | 0 | 0 | 1 | 2 | (main campus) |
| | 0 | 0 | 0 | 0 | (other campus) |
| | 0 | 8 | 1 | 5 | (public property) |
| Arson | 0 | 0 | 0 | 1 | (main campus) |
| | 0 | 0 | 2 | 0 | (other campus) |
| | 0 | 0 | 0 | 0 | (public property) |
| ARRESTS | | | | | |
| | 2002 | 2003 | 2004 | 2005 | |
| Liquor Law Violations | 0 | 0 | 0 | 0 | (main campus) |
| | 0 | 0 | 0 | 0 | (other campus) |
| | 0 | 0 | 0 | 0 | (public property) |
| Drug Law Violations | 0 | 1 | 4 | 0 | (main campus) |
| | 0 | 0 | 0 | 6 | (other campus) |
| | 0 | 1 | 2 | 0 | (public property) |
| Weapons Possessions | 0 | 0 | 0 | 0 | (main campus) |
| | 0 | 0 | 0 | 0 | (other campus) |
| | 0 | 0 | 0 | 0 | (public property) |
| REFERRALS TO STUDENT DUE PROCESS | | | | | |
| | 2002 | 2003 | 2004 | 2005 | |
| Liquor Law Violations | 0 | 0 | 0 | 0 | (main campus) |
| | 0 | 0 | 0 | 0 | (other campus) |
| Drug Law Violations | 0 | 1 | 4 | 0 | (main campus) |
| | 0 | 0 | 0 | 0 | (other campus) |
| Weapons Possessions | 0 | 0 | 0 | 0 | (main campus) |
| | 0 | 0 | 0 | 0 | (other campus) |
| HATE CRIMES | 0 | 0 | 0 | 0 | (main campus) |
| | 0 | 0 | 0 | 0 | (other campus) |
| | 0 | 0 | 0 | 0 | (public property) |

NA - Figure not available

Main Campus - Main Campus

Other Campus - Chicago Teachers' Center, Jacob H. Carruthers Center for Inner City Studies and El Centro

Public Property - City streets and sidewalks immediately adjacent to all campuses

Northeastern Illinois University is a commuter school and has no dormitories or other residential facilities for students on campus.

Revised 1/05

POLICY AND PROCEDURES REGARDING SEXUAL ASSAULT

POLICY

It is the policy of Northeastern Illinois University that the sexual assault of one member of the academic community by another will not be tolerated. This policy applies to all members of the campus community: students, employees, and its visitors. It applies to incidents which occur on university property, as well as at off-campus functions sponsored or supervised by the institution.

The term "sexual assault" as used by Northeastern Illinois University in this policy encompasses the legal definition of sexual assault contained in Chapter 720, Illinois Compiled Statutes, and the definition of forcible and nonforcible sex offenses used in the Federal Bureau of Investigation's Uniform Crime Reporting System. It includes, but is not limited to, acts

of rape (stranger and acquaintance), other forms of coerced sexual activity, and unwanted touching or fondling.

The University is committed to:

1. educating the campus community about awareness and prevention of sexual assault and its consequences,
2. providing support services to victims of sexual assault,
3. thoroughly investigating alleged incidents of sexual assault, and
4. disciplining student and employee perpetrators of such acts of violence.

PREVENTION AND AWARENESS OF SEX OFFENSES

A variety of offices provide services aimed at the prevention of sex offenses as well as educational programs about the awareness of rape, acquaintance rape, and other sex offenses. Information about current relevant co-curricular programming is available in the Adult and Women Student Programs Office, and information about relevant academic programming is listed in the current Schedule of Classes. Services and educational programs include, but are not limited to, those cited below:

1. Public Safety provides a free escort service to walk people to and from campus locations, including cars in campus parking lots. Call Public Safety at ext. 4100 to request an escort. At the Jacob H. Carruthers Center for Inner City Studies, request at the main reception desk an escort to the parking lots, to on street parking on Oakwood Blvd., or to the bus stop. At the Chicago Teachers' Center, building security personnel will escort people to the parking lot upon request.
2. Emergency telephones, directly linked to Public Safety, are located at strategic outside locations on the main campus.
3. Closed circuit television monitors campus parking lots.
4. Telephones in all campus elevators connect directly to Public Safety.
5. The numerous house phones on campus are answered by Public Safety at ext. 4100 or ext. 5511 for emergencies.
6. Public Safety participates in Fall Into Fun Week each Fall Semester and provides relevant hand-outs and brochures.
7. The Adult and Women Student Programs Office sponsors self defense workshops and programs on acquaintance rape during Back to School Days Week and throughout the year.
8. Each Fall Semester, the Adult and Women Student Programs Office and the Women's Studies Program sponsor activities and events teaching about awareness of selected aspects of sexual assault.
9. The Affirmative Action Office has available a videotape, **Betrayal of Trust: Acquaintance Rape in America** and related discussion materials for use in campus programs.
10. Academic courses in several programs including Criminal Justice, Sociology, and Women's Studies regularly include content on selected aspects of sexual assault.

PROCEDURES TO FOLLOW IF A SEX OFFENSE OCCURS

1. If a sex offense occurs, the victim should give first priority to personal safety by seeking immediate assistance at the nearest hospital or police station or, if on the main campus, at the Health Service or Public Safety (ext. 4100). Public Safety staff are available 24 hours per day.
2. If personal safety is not an immediate concern, the victim may also seek assistance at the Counseling Office or the Adult and Women Student Programs Office. Staff in these offices are equipped to provide supportive assistance, including guidance on the importance of preserving evidence which will be necessary to prove criminal sexual assault if the victim subsequently chooses to pursue the incident through proper law enforcement channels. It is important for the victim to give serious consideration to reporting incidents which do occur to the proper law enforcement agency.
3. If the victim chooses to report an incident of sexual assault, it should be reported to the appropriate police department or, if the incident occurred on campus, Public Safety. Staff in the Adult and Women Student Programs Office are available to assist a victim in reporting an incident of sexual assault to the proper law enforcement agency. For campus disciplinary action, Public Safety will refer the matter to the Office of the Dean of Students if the alleged perpetrator is a student, or to the appropriate vice president if the alleged perpetrator is an employee. For criminal prosecution, Public Safety will refer the matter to the detectives of the violent crimes unit of the Chicago Police Department.

4. Victims of sexual assault may seek support in several areas:

- a. Adult and Women Student Programs Office provides referrals to relevant community agencies to employees, students, and campus visitors.
- b. Counseling Office sponsors a program for crime victims, as well as provides private counseling for students.
- c. Employee Assistance Program provides counseling to employees.
- d. These services are available to all members of the campus community who are victims of sexual assault regardless of where the assault incident occurred.

In discussion with the appropriate Dean of the College, changes in a student's enrollment may be made after an alleged sexual assault incident, if so requested by the victim and the change is reasonably available.

PROCEDURES FOR ON CAMPUS DISCIPLINARY ACTION

- Incidents in which the accused is a student will follow the procedures specified in the University Student Conduct Code (non-academic misconduct).
- Incidents in which the accused is an employee will follow the disciplinary procedures outlined in the appropriate collective bargaining agreements, the Regulations of the Board of Trustees of Northeastern Illinois University, and/or the Civil Service disciplinary procedures for non-negotiated employees.
- Should a decision be made that other persons may be present, both accuser and accused may have another person present during the campus disciplinary proceeding.
- Both accuser and accused shall be informed of the outcome of the campus disciplinary proceeding.

POSSIBLE SANCTIONS

In addition to the outcomes of any criminal and/or civil proceedings, the University may also impose the following sanctions:

1. Sanctions which may be imposed on students following a final determination of rape, acquaintance rape, or other sex offense (forcible or nonforcible) include official warning, disciplinary probation, suspension, or expulsion.
2. Sanctions which may be imposed on employees following a final determination of rape, acquaintance rape, or other sex offense (forcible or nonforcible) include oral and written reprimands, fines, suspensions, and termination.
3. Depending upon the perceived threat to the health or safety of the victim or of others in the University community, the University may take necessary and appropriate action to prevent unwanted contact or proximity with visitors who are alleged assailants.

DISTRIBUTION

To inform members of the campus community about this policy, the University will select among several means such as, but not limited to, printing in the Student Survival Kit (Student Handbook) and/or the student newspaper and the University's Home Page at <http://www.neiu.edu/~psafety>

Revised: 3/05