



# **Illinois Central College Annual Security and Fire Safety Report (ICC Clery Act Report)**

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## INTRODUCTION

The Illinois Central College Campus Police Department prepares this report to comply with the Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the Illinois Campus Security Enhancement Act, and the Violence against Women Act (VAWA). This report is prepared in cooperation with the local law enforcement agencies of jurisdiction surrounding our campuses, the Student Services Division, Human Resources, Campus Housing, and other departments in the College who provide updated information on their processes and educational efforts to comply with the Act. This report contains detailed information covering a broad range of topics, including campus safety and security services, crime prevention policies, emergency response actions, and campus crime and fire safety related information and statistics for the previous three years.

On an annual basis, all current employees and students are sent an e-mail notification of the availability of the report online and the locations to request a paper copy. Notification of the report's availability is also posted on [www.icc.edu](http://www.icc.edu). This report is accessible online at [www.icc.edu/clery-act-report](http://www.icc.edu/clery-act-report) and is made available upon request at any Campus Police Department office and the Office of the Dean of Students. All new college employees receive notification of the availability of the annual report during their in processing and employee orientation information, and students receive notification in the Student Rights & Responsibilities handbook, viewed on the [Student Services webpage](#), and during new student orientations. Availability of the report is also published in the college's [Emergency Response Guide](#).

# ICC CAMPUS POLICE DEPARTMENT

The mission of the officers and employees of the ICC Campus Police Department is to provide a safe and secure learning and work environment for our students, staff, faculty, and visitors.

Primary services provided by Campus Police include:

- security and patrol of campus buildings and grounds
- operation of a communication center for the college
- enforcement of laws, ordinances, and regulations
- traffic and parking control; traffic crash reporting
- criminal and general incident reporting and investigation
- personal safety escorts
- emergency medical assistance
- emergency notifications
- lost and found
- vehicle assistance (including battery jumps and vehicle lockouts)

Campus Police have offices on all three campuses. The East Peoria Campus has officers and dispatchers on duty 24 hours a day, 365 days a year. Campus Police offices on the Peoria and Pekin Campuses are operational during periods when classes or events are scheduled.

## **East Peoria Campus**

1 College Drive  
Room 103A & 105A  
East Peoria, IL 61635  
(309) 694-5223

## **Peoria Campus**

5407 N. University St.  
Student Center S140  
Peoria, IL 61635  
(309) 694-5223

## **Pekin Campus**

225 Hanna Dr.  
Room 101  
Pekin, IL 61635  
(309) 635-8804

## **Authority of Campus Police and Security Officers**

Campus Police Officers and Campus Security Officers receive their authority through the Illinois Public Community College Act, 110 ILCS 805/3-42.1, which is sanctioned by the Illinois Central College Board of Trustees. Campus Police Officers are sworn peace officers who have all the powers of police officers in cities and sheriffs in counties including the power to make arrests and issue citations. Campus Police Officers meet all requirements for training as mandated by the Illinois Police Training Act and regulated by the Illinois Law Enforcement Training and Standards Board. Non-sworn Campus Security Officers have use of force and arrest powers as authorized in state statutes 725 ILCS 5/107-3, 725 ILCS 5/7-1 and 5/7-3.

It is the policy of Illinois Central College that Officers of the Campus Police Department shall use the minimum amount of force reasonably necessary to control an incident, effect an arrest, or protect themselves or others from harm. The use of excessive force, including the use of any chokeholds shall be prohibited, as set forth in the ICC Police Department General Order. It is further the policy of Illinois Central College that an Officer who observes another using force that is clearly beyond that which is objectively reasonable under the circumstances has a legal and constitutional duty to intervene to prevent that use of force as soon as possible. Also, any Officer who observes an unreasonable or excessive use of force shall promptly report it to the ICC Police Chief.

All Campus Police Department Officers have the authority to issue Regulation Violation Notices to violators of the established College Regulations Policy, which covers conduct for everyone on College and Foundation property ranging from parking, smoking / tobacco use, and loud music to disorderly conduct, assault, theft, and alcohol / drug use or possession. The College Regulations Policy is posted on the Campus Police webpage at [www.icc.edu/campus-police](http://www.icc.edu/campus-police). Issuance of a Regulation Violation Notice does not preclude College officials or law enforcement officers from any additional appropriate action including lawful arrest.

The Campus Police Department maintains a working relationship with federal, state, and local police agencies. Interagency agreements are in place with the East Peoria, Peoria, and Pekin Police Departments.

### **Off-Campus Criminal Activity Monitoring**

Illinois Central College does not own any off-campus housing or off-campus student organization facilities. Campus Housing is a student-housing complex located at 100 Nature Trail Ln., adjacent to the East Peoria Main Academic Building, which is owned and operated by Educational Foundation Student Residence LLC. Based on its authority granted by the Illinois Community College Act, ICC Campus Police handle the majority of the patrol and police response at the Campus Housing complex. Campus Police utilize the Illinois Criminal Code, ICC Code of Conduct, and ICC College Regulations Policy to respond to criminal, code, or regulation violations. Local municipal law enforcement agencies have primary jurisdiction in areas off-campus.

The Dean of Students may address incidents of criminal activity or student misbehavior off-campus by the use of the Code of Conduct. Discipline may be imposed for conduct that occurs on College premises, or Campus Housing, in or out of the classroom setting, while using College technology, at off-campus instructional sites, during off-campus College-sponsored events and for off-campus conduct that materially and substantially interferes with the College's operational and educational programs. Each student is responsible for his or her conduct from the time of application for admission to the College through the award of a degree/certificate or such other time as there is a formal termination of the student relationship. Each student is responsible for conduct occurring during the academic year and during periods between terms of enrollment of an academic year.

College discipline may be imposed on students charged with an off-campus violation of federal, state, or local laws – but not with any other violation of the Code. Any charges on Campus Housing property shall not be deemed to be off-campus.

### **Crime Prevention and Security Awareness**

You are the key to your own safety and the safety of others in the ICC community.

- Program the Campus Police phone number (309-694-5111) into your cell phone now, for emergencies later.
- Download the ICC Guardian app onto your smartphone for a direct phone and texting connection to Campus Police.
- Immediately report all crimes or suspicious behavior to Campus Police. Immediate reporting increases the likelihood that critical evidence will be obtained and the offender will be successfully arrested and prosecuted.

- Notify Campus Police if you have an active Order of Protection or No-Contact Order.
- Keep vehicles and doors locked, and do not leave valuables or personal items unattended. Locking your doors, wherever you reside or work, is an effective way to reduce theft and enhance personal safety. The vast majority of thefts occur when items are left unsecured or unattended for only a short time.
- In advance, discuss procedures, signals, or code words with friends and colleagues in case you are confronted with a threatening situation.
- Avoid walking alone at night. Use the “buddy system” or call Campus Police if you want an escort to your vehicle. Always walk in well-lighted areas and know your surroundings.
- Do not lend your key or access card to anyone. Report lost or stolen keys or ID badges to Campus Police or Campus Housing immediately.
- Report all security-related maintenance problems promptly. For campus-related conditions, contact Facilities Services at 694-5120. For Campus Housing conditions, contact their office at 694-2088.

During orientations, new students are given information about services offered by the Campus Police Department, on-campus crime, and ways to maintain personal safety and prevent crimes. Similar information is presented to new employees during orientation. 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 addition to orientations, information is disseminated to students and employees through the Campus Police webpage, the College’s Emergency Response Guide, college email, videos, security alert posters or notifications, and articles and announcements through the College news outlet, the *Harbinger*. Students living in Campus Housing are also given personal security awareness information in their lease information. Active shooter presentations are held for students and staff on a requested basis where awareness and preparation are emphasized and possible actions to take during an event are discussed.

# CRIME REPORTING

## ICC Campus Police Department

[www.icc.edu/campus-police](http://www.icc.edu/campus-police)

### **EMERGENCIES**

(309) 694-5111 or 5111 from on-campus phone

Call or text from your [ICC RAVE Guardian phone app](#)

East Peoria Campus, Room 103A & 105A

(309) 694-5223

Peoria Campus, Student Center, Room S140

(309) 694-5223

Pekin South Campus, Room 101

(309) 635-8804

Email

[Campus.police@icc.edu](mailto:Campus.police@icc.edu)

### Mobile Safety App

The Campus Police Department offers ICC Guardian, a free mobile safety app that provides a direct connection to the ICC Campus Police Department emergency phone line. Guardian also gives users the ability to text with Campus Police. Crime tips or other information can be submitted (anonymously, if desired) and photos can be attached to the text. A Campus Police Dispatcher will respond to all incoming text messages.

### Emergency Call Box Locations

Call boxes directly linked to the Campus Police Department are located in several walkway areas of the East Peoria Campus, Campus Housing, and Peoria Campus. Many of these outside call boxes can be identified by a blue-lighted pillar. Call boxes and phones are also located in all elevators and at various exterior doors on all campuses.

### Additional Campus Resources

The contact information provided below for additional campus resources and local agencies is to provide ICC community members with resources that are available. This is not provided to infer that those resources are reporting entities for Campus Police.

Dean of Students, East Peoria, CC 200

(309) 694-8501

[www.icc.edu/studentconcern](http://www.icc.edu/studentconcern)

Counseling Center, East Peoria, CC 200

(309) 694-5281, [counseling@icc.edu](mailto:counseling@icc.edu)

Access Services

(309) 694-5749, [accessservices@icc.edu](mailto:accessservices@icc.edu)

Sexual Assault Response Team

(309) 694-5573

Title IX Coordinator

(309) 694-8460, [title9@icc.edu](mailto:title9@icc.edu)

[www.icc.edu/I-report](http://www.icc.edu/I-report)

Human Resources

(309) 694-5720, [hr@icc.edu](mailto:hr@icc.edu)

### Off-Campus Local Agencies

Emergency

911

East Peoria Police Department

(309) 698-4700

Peoria Police Department

(309) 673-4521

Pekin Police Department

(309) 346-3132

Rape Crisis Line

(309) 691-4111

Center for Prevention of Abuse

1-800-559-SAFE, (309) 691-0551

The College encourages anyone who witnesses or has been a victim of a crime to promptly and accurately report the incident to Campus Police and/or law enforcement agencies having jurisdiction, as well as encourage others involved to report crimes, even if the victim is unable to make such a report. All crimes should be reported to Campus Police to aid in providing emergency notifications and timely warning notices to the community when needed. At the request of reporting parties, ICC and Campus Police will make every effort to maintain confidentiality with respect to the law and college policies. Illinois Central College allows for confidential reporting of crimes through the ICC Guardian phone app and the Discrimination/Harassment or Title IX/Sexual Misconduct Reporting Form at [www.icc.edu/i-report](http://www.icc.edu/i-report). Additional information regarding confidentiality can be found in the Sexual Assault, Dating or Domestic Violence, and Stalking section beginning on page 14 of this report. Campus Police encourages all confidential advisors to encourage persons they are counseling to report crimes on a voluntary or confidential basis, as appropriate.

The Campus Police Department maintains a strong working relationship with the college's Student Services Division and Campus Housing, and all incidents involving residents or students are communicated to Campus Housing Management and/or the Dean of Students office for review and follow-up.

## **Campus Security Authorities**

Individuals designated as "Campus Security Authorities" are obligated to report to the Campus Police Department crimes mandated by the federal Clery Act to be included in this report (the list of crimes is found in the table on page 31). "Campus Security Authorities" include any official of the College who has significant responsibility for student and campus activities outside the classroom, as defined by the Department of Education. Examples of Campus Security Authorities include, but are not limited to:

- Dean of Students
- Professional staff or resident assistants who oversee Campus Housing
- Athletics Director or athletic team coach or assistant
- Advisor to a student group or student activities / extracurricular activities
- Sexual Assault Response Team member (except for Confidential Advisors)

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 or Cafeteria staff
- Facilities or Maintenance staff

## **Missing Campus Housing Residents**

Persons with reason to believe a student living at Campus Housing is missing should immediately contact the Campus Police Department at (309) 694-5111 or by using the ICC Guardian phone app. Campus Police will generate a missing person report and initiate an investigation. If a student has registered a contact person, the institution will notify that person no later than 24 hours after the student has been officially determined as missing. If a student is under 18 years of age and not emancipated, the contact person as well as the custodial parent or guardian shall be contacted. The

College shall notify the East Peoria Police Department within 24 hours of a determination that any student who lives at Campus Housing is missing.

Students living at Campus Housing may register one or more individuals to be a contact person for missing person purposes. Register with the Campus Police Department office on the East Peoria Campus, Room 105A, between 8am – 4pm on regular business days. Also, you may wish to list an emergency contact person on the settings page of the ICC Guardian phone app. This information will be kept confidential and may be accessed only by authorized campus and law enforcement officials.

## **Daily Crime Log**

In compliance with the Clery Act, the ICC Campus Police Department maintains a written, easily understood Daily Crime Log that records the nature, date, time, and general location of each crime reported to the department as well as the disposition of the complaint, if known. An entry, or addition to an entry, is made to the crime log within two business days of the report of the information to the department. Information may be temporarily withheld only if there is evidence that the release of information would jeopardize an ongoing investigation or the safety of an individual, cause a suspect to flee, or result in the destruction of evidence.

The Daily Crime Log is available for inspection upon request during normal business hours at the Campus Police Department office on all campuses. Disclosures in the Daily Crime Log are entered in a manner that protects the confidentiality of the individuals by not publishing names and by using general locations (i.e. Campus Housing Building 5 instead of Apt. 590A).

## **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

All members of the ICC Community are to notify the Campus Police Department of any situation or incident that involves a significant emergency or dangerous situation that may be an immediate or ongoing threat to the health and safety of the campus community. Campus Police have the responsibility of responding to and summoning the necessary resources to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. The validity of existing emergencies will be confirmed by reliable eyewitness reports from Campus Police and Campus Security Officers, college employees, and other witnesses. Other officials, such as emergency management personnel, may be consulted regarding incidents such as weather emergencies, hazardous material spills, or facilities issues.

Any number of incidents such as fire, hazardous material spills, severe weather, hostile intruder, or other criminal activity could necessitate an evacuation, shelter-in-place, or lockdown of a particular area or area(s) of the College. In the event that an emergency or disaster event may significantly disrupt the College's operations or have a widespread effect, Illinois Central College has an Emergency Operations Plan in place. The College's Emergency Response Group may be called upon by the Campus Police Chief to respond to emergency incidents. The Emergency Management Leadership Group may be called upon to provide support as needed to the Emergency Response Group in terms of policy guidance, resource coordination, and public communications. Campus Police will determine if assistance from additional law enforcement agencies are required for an emergency on campus and will make such requests. Campus Police will also notify local emergency agencies if the emergency or dangerous situation may immediately threaten communities outside the campuses.

If Campus Police confirms the existence of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the campus community, the Campus Police Department or the Marketing Department will, without delay and taking into account the safety of the campus community, initiate the emergency notification system. The only reason the College would not immediately issue a notification would be if, in the judgment of first responders, doing so would compromise the efforts to assist those involved or to contain, respond to, or otherwise mitigate the emergency. The Campus Police Chief or designee will collaborate with other departments and college administration, as necessary and as time allows, to determine the content of initial or subsequent messages and the appropriate segments of the community to notify. The information contained in a notification will depend on how much information is available, what is determined by first responders to be appropriate to disseminate at different points in time, and for whom the notification is intended. If there is the potential that a very large segment of the community will be affected by a situation or it threatens the operation of the campus as a whole, the entire campus community will be notified. If an incident threatens a targeted area or population, such as a gas leak or fire in one building on campus, only the segment of the population that is potentially threatened may be notified. Additional segments of the campus community may be subsequently notified if a continuing assessment of the situation determines a larger population may be threatened.

The Campus Police Department may utilize public address and fire alarm systems, telephone, ICC Alert notifications, and in-person interactions to quickly initiate emergency notifications. As soon as possible, the Campus Police Department or the Marketing Department may additionally use any

or all of the following to provide further notifications and follow-up information to the campus community:

- ICC Alert (voice, text, email)\*\*
- ICC Guardian phone app
- Public address and fire alarm systems
- In person (officer patrols, group meetings, special events)
- Telephone
- Social media (Facebook, Twitter)
- ICC email
- ICC web site [www.icc.edu](http://www.icc.edu)
- Local news media / press conference
- Informational signage / posters (in prominent locations on campus, i.e. exterior entrances, Campus Housing's public areas, and bulletin boards throughout campus)
- Electronic signage at college entrances
- Direct mail
- Fax

\*\*The ICC Alert system provides free emergency notifications through emails, text messages, and voice messaging. ICC email addresses, as well as landline or cell phone numbers in current student and staff eServices accounts are automatically entered in the system.

Instructions for making changes or adding more contacts to individual accounts for ICC Alert can be found on the Campus Police webpage at [www.icc.edu/campus-police](http://www.icc.edu/campus-police).

The Marketing Department will coordinate the information that will be disclosed to the larger community and may use any or all of the preceding to disseminate the information, depending on the situation and what is determined to best reach the intended audience at the desired time.

Individuals, departments, and organizations that may be responsible for carrying out actions relating to confirming, responding to, or drafting and issuing notifications about a significant emergency or dangerous situation include:

- Campus Police Chief
- Campus Police Deputy Chief
- College President
- Executive Vice President of Finance and Administration
- Vice President of Marketing & Institutional Advancement
- Chief Public Relations Officer
- Senior Director of Facilities Services
- Assistant Director of Facilities Services
- East Peoria / Peoria / Pekin Police and Fire Departments
- Tazewell / Peoria County Emergency Management Agencies
- Tazewell / Peoria County Health Departments

## **Emergency Preparedness**

Illinois Central College will test the emergency response and evacuation procedures on an annual basis, including publicizing its procedures in conjunction with at least one test a year. Planned exercises will be announced to the College community by use of e-mail notifications. The intention of these announcements is to help inform the campus community about what to expect and what they should do in the event of an emergency. Illinois Central College will document the type of training exercise(s), the date, the time started and ended, and if the exercise was announced or unannounced. After-action reports detailing any lessons learned and follow-up items will be completed.

The Emergency Response Guide is updated as needed and distributed annually to the College community, with one placed in each classroom and other appropriate areas throughout campus. The guide provides recommended emergency response actions during possible crises including those related to evacuation procedures; how to report an emergency or crime; active shooter or sudden violence situations; threats of violence or suspicious packages; distressed, disruptive, or dangerous people; hazardous materials; medical emergencies; and severe weather or natural disasters. Availability of the [Emergency Response Guide](#) is published in student and employee handbooks and communicated during orientations, as well as made available online at [www.icc.edu](http://www.icc.edu) and on the Campus Police website at [www.icc.edu/campus-police](http://www.icc.edu/campus-police). Emergency evacuation instructions and maps are also posted in classrooms and at strategic locations on our campuses for viewing by the college community.

## **Timely Warning Notices / Campus Crime Alerts**

The College is required to develop campus-wide Timely Warning notices (Campus Crime Alerts) to notify the ICC community about Clery Act crimes (see listing on page 31) committed on its campuses and adjacent public property that are considered to represent a serious or continuing threat to the campus community. While not required, there may be other incidents not defined as Clery Act crimes that also prompt the College to issue a Campus Crime Alert. The Campus Police Chief or designee will determine, on a case-by-case basis, whether to issue a timely warning based on factors such as the nature and location of the crime, the degree of continuing danger to the campus community, and the possible risk of compromising law enforcement efforts.

Campus Crime Alerts will be issued in a timely manner utilizing any of the previously listed means used for emergency notifications. The Campus Police Department will usually develop the content of the alert and collaborate with the Marketing Department and Campus Housing to distribute it. Names of victims will not be included. A Campus Crime Alert will typically include the following, unless issuing any of this information would risk compromising law enforcement efforts:

- The date and time or timeframe of the incident(s)
- A brief description of the incident
- Information that will promote safety and potentially aid in the prevention of similar crimes (crime prevention or safety tips)
- Suspect description(s)/photo(s) only if there is sufficient detail to reasonably aid the public in identifying the suspect
- Policy agency contact information
- Other pertinent information as deemed appropriate

## **FACILITY SECURITY MEASURES AND ACCESS TO FACILITIES**

Illinois Central College buildings are monitored by smoke and fire alarms systems. Campuses have surveillance camera systems installed in many areas, which are monitored as needed and recorded, assisting the Campus Police Department in its investigations. Campus Police and Campus Security Officers also detect and report safety and security hazards during routine patrols. Frequent inspections are conducted by Campus Police and Facilities Services of the security features in place – such as duress alarms, fire extinguishers, emergency call boxes, exterior and emergency lighting, and public address systems – in an ongoing effort to maintain existing conditions while increasing campus protection. An online work order system helps to facilitate the repair or improvement of equipment and facility issues on campus. The Facilities Services Department recognizes the importance of and responds promptly to requests that involve safety and security issues. Additionally, the management teams from Facilities Services, Technology Services, and Campus Police have regular meetings to discuss campus facilities.

### **Access to Campus Facilities**

Access to campus buildings and grounds is a privilege extended to students, staff, and visitors. The College encourages an open environment with limited constraints to ensure the reasonable protection of all members of the community. Campus Police maintain and implement a schedule to lock and unlock each campus building. Campus hours are located on the ICC website on the [Campus Maps, Hours, & Parking](#) webpage. Most campus facilities are open during weekday business hours. Some campus buildings are open a limited number of hours on weekends. Proximity card / badge access is used on many interior classroom and office doors.

All College employees wishing to enter the East Peoria Campus outside of normal hours must sign in and sign out at the Campus Police Dispatch Center in room 103A or by phone at 309-694-5223. This is done to ensure that in the event an emergency arises there will be an accurate record of who may need assistance. Unsupervised students will not be allowed into campus buildings after hours or locked classrooms without prior written authorization from an instructor or department chair and approved by the ICC Police Chief or designee. Employees requesting access to the Peoria and Pekin campuses outside of normal hours must request and receive approval beforehand with the Campus Police Department office at 309-694-5223 or [campus.police@icc.edu](mailto:campus.police@icc.edu).

### **Access to Campus Housing**

Access to Campus Housing is limited to residents and their guests. The parking lot has gated access to restrict parking to only those with a pass card. There are five apartment buildings and a community center and access to each is controlled by the policies and guidelines of Campus Housing, which includes restrictions on the number of guests per resident and a requirement that residents escort guests at all times. Additional information can be found in the Campus Housing Resident Handbook. Campus Police and Campus Security Officers regularly patrol Campus Housing property and respond to calls for service from residents and staff members.

# SEXUAL ASSAULT, DATING/DOMESTIC VIOLENCE, AND STALKING

Illinois Central College prohibits the crimes of sexual assault, dating/domestic violence, and stalking against students, staff, faculty, or visitors. Retaliation against any person who reports an incident is also prohibited. Full policy and procedure documents regarding sexual assault and other sexual violence as well as dating/domestic violence and stalking can be found on the Title IX / Sexual Misconduct page at [www.icc.edu/title-ix/](http://www.icc.edu/title-ix/).

## Definitions

The definitions may be abbreviated in order to make them more easily identified and understood. The complete definitions can be found in the Violence against Women Reauthorization Act of 2013 and Illinois Compiled Statutes.

### Consent

Illinois statute defines consent as follows:

- consent is a freely given agreement to sexual activity
- a person's lack of verbal or physical resistance or submission resulting from the use or threat of force does not constitute consent
- a person's manner of dress does not constitute consent
- a person's consent to past sexual activity does not constitute consent to future sexual activity
- a person's consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another
- a person can withdraw consent at any time, and
- a person cannot consent to sexual activity if that person is unable to understand the nature of the activity or give knowing consent due to circumstances, including without limitation the following:
  - the person is incapacitated due to the use or influence of alcohol or drugs;
  - the person is asleep or unconscious;
  - the person is under age; or
  - the person is incapacitated due to a mental disability. *110 ILCS 155/10*

### Dating Violence

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; where the existence of such a relationship is determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

In Illinois, dating violence is included under the Illinois Domestic Violence Act.

### Domestic Violence

A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or similarly situated to a spouse, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

In the Illinois Domestic Violence Act (750 ILCS 60/), domestic violence is defined as physical abuse, harassment, intimidation of a dependent, interference with personal liberty or willful deprivation but does not include reasonable direction of a minor child by a parent or person in loco parentis.

Family or household members is defined to include spouses, former spouses, parents, children, stepchildren, and other related persons; persons who share or formerly shared a common dwelling; persons who have or allegedly have a child in common; persons who have or have had a dating or engagement relationship; persons with disabilities and their personal assistants and caregivers.

In Illinois, a person commits domestic battery when they knowingly and without legal justification by any means cause bodily harm to any family or household member; or make physical contact of an insulting or provoking nature with any family or household member. 720 ILCS 5/12-3.2

### **Sexual Assault**

An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's UCR program:

- Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes rape of both males and females.
- Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory rape: Sexual intercourse with a person who is under the statutory age of consent.

In Illinois, a person commits criminal sexual assault if that person commits an act of sexual penetration and 1) uses force or threat of force; 2) knows that the victim is unable to understand the nature of the act or is unable to give knowing consent; 3) is a family member of the victim, and the victim is under 18 years of age; or 4) is 17 years of age or over and holds a position of trust, authority, or supervision in relation to the victim, and the victim is at least 13 years of age but under 18 years of age. 720 ILCS 5/11-1.20

In Illinois, a person commits criminal sexual abuse if that person commits an act of sexual conduct (Sexual conduct is defined as knowing touching or fondling by the victim or the accused, either directly or through clothing, of another person's private areas. 720 ILCS 5/11-0.1) by the use of force, threat of force, or knows that the victim is unable to understand the nature of the act or is unable to give knowing consent. A person commits criminal sexual abuse if that person is under 17 years of age and commits an act of sexual penetration or sexual conduct with a victim who is at least 9 years of age but under 17 years of age. A person commits criminal sexual abuse if that person commits an act of sexual penetration or sexual conduct with a victim who is at least 13 years of age but under 17 years of age and the person is less than 5 years older than the victim. 720 ILCS 5/11-1.50

## **Stalking**

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress. Course of conduct is defined to mean two or more acts, including, but not limited to, acts in 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.

In Illinois, stalking includes comparable definitions. *720 ILCS 5/12-7.3*

## **Educational Programs, Campaigns, and Training**

Members of the Student Services and Human Resources Departments coordinate educational, prevention, and awareness programs for the college community, which include:

- A statement that the College prohibits dating/domestic violence, sexual assault, and stalking
- A definition of these terms based on Illinois Compiled Statutes, as well as a definition of consent in reference to sexual activity
- Description of safe and positive options for bystander intervention
- Information on risk reduction
- Policies and procedures after a sex offense occurs, including the individual's options about the involvement of law enforcement
- Protective measures that may be offered following an allegation
- Description of disciplinary proceedings, the "standard of evidence" used, and all the possible sanctions

The College offers online training for students through the "Safe Colleges" platform, which addresses sexual violence, sexual and other harassment, and intervention. This training is offered each semester to all new and continuing students through email notifications. In addition, the college offers in-person educational programs, sets up informational booths and displays (such as the Clothesline Project), and distributes advertising and educational materials in an ongoing effort to promote awareness of the services and programming that the College has available. Programs are designed to target specific groups, such as Campus Housing or Athletics, as well as ones planned for the general campus community.

The College also requires online training for all employees related to the issue of sexual violence and harassment. Additional training is provided to the members of the Sexual Assault Response Team (SART), Behavioral Intervention Team (BIT), Campus Police, Campus Housing, and other interested and applicable groups. Officials conducting hearings will receive at least 8-10 hours of further annual training on issues relating to sexual assault, dating or domestic violence, and stalking, as well as on how to conduct disciplinary proceeding investigations and hearings in a way that protects the safety of reporting parties and promotes accountability. This training includes webinars, scenario-based exercises, and in-person lecture and discussion.

## **Bystander Intervention**

Bystanders can actively help prevent incidents before they occur and help to keep their friends safe. Often people do not intervene because they assume that the situation is not a problem or that

it is none of their business. They may assume that someone else will take action or they may fear for their own safety.

- ICC asks that students who see an incident unfolding **notify Campus Police immediately at (309) 694-5111 or by using their ICC Guardian phone app**. If the event is occurring off-campus, call 911. The entire campus community plays a critical role in preventing acts of violence or other acts that violate the basic dignity of an individual.
- If a friend shares with you that he/she has been a victim of sexual assault, dating/domestic violence, or stalking, encourage them to contact Campus Police at (309) 694-5111 or the Sexual Assault Response Team (SART) at (309) 694-5573.

### **Safety Tips for Risk Reduction**

While you can never completely protect yourself from sexual assault, there are some things you can do to help reduce your risk of being assaulted:

- **Be aware of your surroundings.** Knowing where you are and who is around you may help you find a way to get out of a bad situation.
- **Try to avoid isolated areas.** It is more difficult to get help if no one is around.
- **Walk with purpose.** Even if you do not know where you are going, act like you do.
- **Trust your instincts.** If a situation or location feels unsafe or uncomfortable, it probably is not the best place to be.
- **Try not to load yourself down** with packages as this can make you appear vulnerable.
- **Make sure your cell phone** is with you and charged and that you have cash money.
- **Do not allow yourself to be isolated** with someone you don't trust or don't know.
- **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
- **Request a personal safety escort** from Campus Police at (309) 694-5111 if you ever don't feel safe on campus.
- **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.
- **Trust your instincts.** If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately.
- **Do not leave a drink unattended** while talking, dancing, using the restroom, or making a phone call. If you have left a drink alone, just get a new one.
- **Do not 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, do not drink from the punch bowls or other large, common open containers.
- **Watch out for your friends, and vice versa.** If a friend seems out of it, is way too intoxicated for the amount of alcohol they have 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 the doctors so they can give you the correct tests (you will need a urine test and possibly others).

(Rape, Abuse, Incest National Network website: <https://www.rainn.org/get-information/sexual-assault-prevention/avoiding-dangerous-situations>)

View additional information on bystander intervention, risk reduction, and safety tips as it relates to sexual assault, dating/domestic violence, and stalking at [www.icc.edu/title-ix/](http://www.icc.edu/title-ix/).

## Options for Reporting an Incident

Type of Report	Organization	Location	Contact
Police Report	<a href="#">ICC Campus Police</a>	East Peoria Campus, Academic Building 103A and 105A Peoria Campus, Student Center S140 Pekin Campus, Main Office	(309) 694-5111 <a href="#">ICC Rave Guardian app</a> <a href="mailto:Campus.police@icc.edu">Campus.police@icc.edu</a>
	Local Agency of Jurisdiction	Off Campus	9-1-1
Medical Treatment & Evidence Collection	<a href="#">Unity Point Methodist Hospital</a>	221 NE Glen Oak Ave, Peoria, IL 61636	(309) 672-5522
	Unity Point Proctor Hospital	5409 N Knoxville Ave, Peoria, IL 61614	(309) 689-8603
	Unity Point Pekin Hospital	600 S. 13 <sup>th</sup> St, Pekin, IL 61554	(309) 347-1151
	<a href="#">OSF Saint Francis Medical Center</a>	530 NE Glen Oak Ave, Peoria, IL 61637	(309) 655-2000 *Emergency contraceptive options may be limited
College Disciplinary Report	ICC Dean of Students	East Peoria Campus, Career Center	(309) 694-8501 <a href="mailto:studentservices@icc.edu">studentservices@icc.edu</a>
	<a href="#">ICC Title IX Coordinator</a>	East Peoria Campus, Academic Building, 338C	(309) 694-8460 <a href="mailto:Title9@icc.edu">Title9@icc.edu</a>
Confidential Advisors	<a href="#">ICC Counseling Coordinator</a>	East Peoria Campus, Career Center	(309) 694-5281 <a href="mailto:counseling@icc.edu">counseling@icc.edu</a>
	<a href="#">Center for Prevention of Abuse</a>	720 Joan Court, Peoria, IL 61615	(309) 691-0551
		401 Court Street, Pekin, IL 61554	(309) 477-3066
		2500 N. Main Street Suite C, East Peoria, IL 61611	(309) 698-2874 Crisis Hotline: 1-800-559-SAFE (7233)
Electronic Reporting	<a href="#">ICC Online Reporting Form*</a>	*Can be submitted anonymously, if desired	<a href="http://www.icc.edu/I-report">www.icc.edu/I-report</a>

### Police Report

A victim has the right and is encouraged to notify ICC Campus Police or a local law enforcement agency of jurisdiction. Victims have the right to be assisted by campus authorities in notifying law enforcement if the victim chooses. In filing a criminal complaint, a victim can expect to meet and discuss the incident with a sworn police officer who will generate an official police report and make them aware of services available. The police will then begin an investigation into the incident. The county State's Attorney's Office will be forwarded reports once enough information is gathered, and the victim's continued cooperation will then be with the State's Attorney's Office. Campus Police will also notify the Title IX Coordinator and Dean of Students that an incident has occurred.

Although the College strongly encourages everyone promptly reports incidents to the proper authorities, it is the victim's choice whether to make such a report, and victims have the right to decline involvement with any campus authorities and/or the police at any point.

Reporting drug or alcohol use through these processes will not result in additional sanctions for the victim or the individual reporting the incident, in accordance with amnesty laws, unless egregious in nature or an action that places the health or safety of another person at risk.

### **Medical Treatment and Evidence Collection**

The College strongly encourages an individual report the incident and receive medical treatment in a timely manner. Time is a critical factor for evidence collection and preservation. The preservation of evidence may strengthen investigations, which may result in a better chance of holding the accused responsible or obtaining an order of protection. A person who has been sexually assaulted should go to a hospital Emergency Room before showering, washing, brushing their teeth or hair, or changing clothes. It is natural to want to do these things though, and a victim can still have an exam performed even if they have done any or all of these. It is ideal to have evidence collected within 72 hours, but evidence can still be collected afterwards that may be useful. Any clothing or other evidence items should be placed in a paper bag to preserve them. Visit [www.rainn.org/articles/rape-kit](http://www.rainn.org/articles/rape-kit) to learn more about what is involved in a Sexual Assault Nurse Examiner (SANE) exam.

Regardless of whether a report is done, victims are encouraged to seek medical care for their physical health. This can include tests for sexually transmitted infections and pregnancy, as well as general physical health care.

### **College Disciplinary Report**

Complaints against students should be prepared in writing and directed to the Dean of Students, who is responsible for the college student conduct process. The full "Code of Conduct" is available within the ICC Student Rights & Responsibilities handbook, available on the Student Services webpage at [www.icc.edu/student-services](http://www.icc.edu/student-services).

The Title IX Coordinator can assist students who encounter any form of sex discrimination, which includes sexual assault, dating/domestic violence, and stalking. Upon receipt of a report, the Title IX Coordinator will analyze the report to determine the appropriate method for processing and reviewing it. The Title IX Coordinator will promptly contact the reporting party to discuss the availability of supportive measures (with or without the filing of a formal complaint), consider their wishes with respect to supportive measures, and explain the process for filing a formal complaint. Additional Title IX / Sexual Misconduct information can be viewed at [www.icc.edu/title-ix/](http://www.icc.edu/title-ix/).

### **Confidential Advisors**

Confidential Advisors can assist the student in accessing on and off-campus physical and mental health services as well as advocacy services. All communications between a Confidential Advisor and a victim pertaining to an incident of sexual violence shall remain confidential, unless the victim consents to the disclosure of the communication in writing or failure to disclose the communication would violate state or federal law. The Confidential Advisor may disclose confidential communications between them and the victim if failure to disclose would result in a clear, imminent risk of serious physical injury to or death of the victim or another person.

## **Electronic Reporting (including anonymous reporting)**

Victims, third parties, or bystanders may report an incident through an online reporting system located at [www.icc.edu/I-report](http://www.icc.edu/I-report). Simply completing this form does **not** constitute a police report or a student conduct report. Students are given the option to report the incident anonymously or to provide contact information. If the individual chooses to include a phone number or email, the Counseling Coordinator or the Title IX/Civil Rights Coordinator will make contact. At that time, the reporting party may ask questions, seek resources or referrals, provide further information about the incident, make an official college report and seek action through the Student Rights and Responsibilities, or file a police report. The person also may choose to do nothing more at that time.

## **Victims' Rights and Services**

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, is available on the Title IX/Sexual Misconduct webpage at [www.icc.edu/title-ix/](http://www.icc.edu/title-ix/).

The College will provide a victim written information of their rights and available resources within 12 hours of a report, regardless of whether the offense occurred on campus. This includes information regarding how and to whom an alleged offense is to be reported; the preservation of evidence to assist in proving the alleged criminal offense or obtaining a protective order; options for the involvement of law enforcement and campus authorities; the individual's rights and institution's responsibilities for no-contact orders and orders of protection; how to request interim protective measures; and options for and how to request changes to academic, living, transportation, and working situations.

For additional information on rights afforded to crime victims by the Illinois Constitution and Illinois statutes, view the [Illinois Crime Victims' Bill of Rights](#) or visit the [Attorney General's victim resources webpage](#).

## **Accommodations**

The College is obligated to make changes to the individual's academic or working schedule, on-campus living situation, transportation, or other appropriate areas if changes are requested, are appropriate to the situation, and are reasonably available, regardless of whether the person chooses to report the crime to Campus Police or other law enforcement. These requests can be made through one of the following individuals:

Dean of Students  
East Peoria Campus  
Career Center, CC200  
(309) 694-8501  
[studentservices@icc.edu](mailto:studentservices@icc.edu)

Counseling Coordinator  
East Peoria Campus.  
Career Center, CC200  
(309) 694-5573  
[counseling@icc.edu](mailto:counseling@icc.edu)

Title IX Coordinator  
East Peoria Campus  
Academic Bldg, 338C  
(309) 694-8460  
[Title9@icc.edu](mailto:Title9@icc.edu)

The College has established a Sexual Assault Response Team (SART), led by the Counseling Coordinator, to serve the community by providing support for victims and by developing appropriate education and training opportunities for students and staff. If an incident of sexual assault, dating or domestic violence, or stalking is reported to SART, the team will convene to discuss and formulate a response that supports the victim, assists with coordinating appropriate

services, and is in line with policies and procedures of ICC, while maintaining the appropriate confidentiality for the victim.

### **Protective Measures**

Orders of Protection or Orders of No Contact can be obtained through the local County Order of Protection Office:

- [Peoria County](#): (309) 672-6074
- [Tazewell County](#): (309) 346-6645
- [Woodford County](#): (309) 467-7345

Orders of Protection and Orders of No Contact will be fully enforced by the Campus Police Department. Both orders prohibit respondents from further abuse, contact, interference, or stalking. Students and employees who have obtained orders are encouraged to provide a copy to Campus Police so a plan can be developed to enforce the order fully while the individual is on campus. The option of a security escort is always available to individuals while on campus by calling the Campus Police Department at (309) 694-5111 or using the ICC Guardian app.

In certain circumstances involving students, the Dean of Students may impose interim infractions, including but not limited to campus no contact orders, loss of privileges, limited access, or temporary suspension in order to ensure the safety and well-being of members of the college community or preservation of college property, ensure the student's own physical or emotional safety and wellbeing, or to avoid a threat of disruption of or interference with the normal operations of the College.

In Title IX investigations, supportive measures (also referred to as interim protective measures) are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to a reporting party or responding party, irrespective of whether a formal complaint has been filed. Examples of supportive measures include, but are not limited to: counseling and mental health support, extensions of deadlines or other course-related adjustments, leaves of absence, changes to academic, living, dining, transportation and/or working schedules or situations, increased security and monitoring of certain areas of campus, issuance and enforcement of mutual campus no contact orders, and enforcement of an order of protection or no contact order.

In Title IX Investigations, the College may also effectuate an emergency removal of a responding party from the College's education program or activity when the College has determined, based on an individualized safety and risk analysis, that an immediate threat to the physical health or safety of any student or other individual arising from the allegations justifies removal. In such cases, the College will provide the Responding Party with notice and an opportunity to challenge the decision immediately following the removal.

### **College Disciplinary Procedures**

All of the college's disciplinary proceedings will be prompt, fair, and an impartial process from the initial investigation to the final result. Officials who may have a conflict of interest or bias for or against the accuser or the accused will be excused from the disciplinary proceedings. Extensions of the reasonably set timeframes will only be allowed for good cause and with written notice to the accuser and the accused of the delay and the reason for the delay. Both the accuser and accused will receive timely notice of meetings. The accuser, accused, and appropriate officials will be

provided timely and equal access to any information that will be used during informal and formal disciplinary meetings and hearings. Both the accuser and the accused have the same opportunities to have others present during the disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice.

Both the accuser and the accused will be notified in writing in the same manner and timeframe of the result of any disciplinary proceeding, the appeal procedures, any change to the result, and when such results become final. If the individual is deceased because of the crime or offense, the College will provide the results of the disciplinary hearing to the individual's next of kin, if so requested.

### **Complaints against Students – Student Conduct Proceedings**

The Dean of Students will (or appoint a student conduct body who will) determine if the charges warrant an investigation. If the complaint is not found to warrant an investigation, the complaint will be dismissed. If the charges cannot be disposed of by mutual consent, a Student Conduct Committee will be formed to hear the charges. The Dean of Students may be authorized to serve simultaneously as a Student Conduct Administrator and the sole member or one of the members of a Student Conduct Committee. All charges will be presented to the accused student in written form by the Dean of Students. The hearing date will be set not less than three, nor more than 15 college class days (excluding Saturday and Sunday) after the date of notice to the student. Maximum time limits for scheduling of hearings may be extended at the discretion of the Dean of Students.

The Dean of Students has the authority to issue sanctions for Code of Conduct violations, up to suspension, without a student conduct committee. In these cases, a student would have the option to appeal a decision to the appropriate appeal committee. The Dean of Students will determine the composition of student conduct and appeal bodies and will determine which student conduct body and/or appeal body will be authorized to hear each case.

The complainant and/or the accused student have the right to be assisted by any advisor they choose, at their own expense. Both are responsible for presenting their own case and, therefore, while advisors may be present, they are not permitted to speak or to participate directly in any hearing before a student conduct body. Any student who wishes to have an advisor assigned to them may request one from the Dean reasonably in advance of any hearing. Assigned advisors may be faculty, staff, or students who are trained by the Dean of Students Office. Students may not delay the regular student conduct process with failed or untimely efforts to secure an advisor. Advisors who become disruptive or who do not abide by the restrictions on their participation may be removed or dismissed as appropriate.

The student conduct body may accommodate concerns for the personal safety, wellbeing, and/or fears of confrontation of the complainant, accused student, and/or other witnesses during the hearing by providing separate facilities, video technology, telephone, or other means approved by the Dean.

At the conclusion of the hearing, the student conduct body will determine (by majority vote if the body consists of more than one person) whether the student violated each section of the Code that the student was alleged to have violated (hearing process will be completed within 2 weeks, barring extenuating circumstances). The body's determination will be made based on preponderance of the evidence (whether it is more likely than not that the accused student violated the Code).

If a Student Conduct Committee determines that a student has violated the Student Code, the sanction(s) will be determined and imposed by the Dean of Students. In cases in which persons other than or in addition to the Dean of Students have been authorized to serve as the Student Conduct Committee, the recommendation of all members of the Student Conduct Committee will be considered by the Dean of Students in determining and imposing sanctions. The Dean of Students is not limited to sanctions recommended by members of the Student Conduct Committee.

Infractions that may be imposed upon any student found to have violated the Code include warning, probation, educational infractions (designed to educate student of potential impact of misconduct), loss of privileges, fines, restitution, discretionary sanctions (service to the college or neighboring communities), limited access to campus, campus no contact order, withdrawal from class, hold on student's account, referral (to other campus resource), parental notification, deferred suspension, College suspension for a range from 1 semester up to 2 years, and College expulsion.

A decision reached or a sanction imposed by the Student Conduct Committee may be appealed by accused students to an appeals body within five college days of receipt of the decision. Failure to respond within the five college days after the receipt of the decision will result in the implementation of the recommended sanction(s).

Additional information can be found in the student Code of Conduct section of the Student Rights & Responsibilities found at [www.icc.edu/student-services](http://www.icc.edu/student-services).

### **Complaints against Students – Title IX Proceedings**

For purposes of the Title IX Grievance Process, a formal complaint is a document filed by a Reporting Party or signed by the Title IX Coordinator. At the time of filing a formal complaint, the Reporting Party must be participating in or attempting to participate in the College's education programs or activities, either as a student or as an employee. The Title IX Coordinator will investigate the formal complaint or appoint a qualified person to undertake the investigation on his or her behalf.

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

- This Grievance Process, including the formal resolution process, where applicable
- The allegations, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview
- That the Responding Party is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process
- That the parties may have an advisor of their choice, who may be, but is not required to be, an attorney
- That the parties may inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including evidence upon which the College does not intend to rely in reaching a determination regarding responsibility, and inculpatory or exculpatory evidence, whether obtained from a party or other source
- The College Code of Conduct provision(s) that prohibit knowingly making false statements or knowingly submitting false information during the grievance process

At any time after receiving the initial notice of allegations, and prior to a determination regarding responsibility being reached, the Reporting Party and Responding Party may request to participate in an informal resolution process. Informal resolution will only occur with both parties' voluntary, written consent. A trained Investigator(s) will serve as mediator. At the end of the informal process, an informal resolution document will be created by the Investigator(s) that will be signed by each party. A copy of the information resolution document will be provided to the Title IX Coordinator. At any time prior to agreeing to a resolution, any party will have the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint.

The Title IX Coordinator may dismiss a formal complaint, or any allegations therein, at any time during an investigation if: (1) the Reporting Party notifies the Title IX Coordinator in writing that the Reporting Party would like to withdraw the formal complaint or any allegations therein; (2) the Responding Party is no longer enrolled or employed by the College; or (3) specific circumstances prevent the College from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein. Dismissal of a formal complaint under this process does not preclude action under other college policies and procedures.

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

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

When a party's participation is invited or expected at an investigative interview or other meeting, the Investigator will provide that party with written notice of the date, time, location, participants, and purpose of said interview or meeting at least three (3) business days prior.

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

After receiving and reviewing the parties' written responses, if any, the Investigator will create an investigative report that fairly summarizes the relevant evidence, and will forward a copy of his/her report to the Title IX Coordinator. Upon receipt of the Investigator's Report, the Title IX Coordinator will schedule a hearing. At least 10 business days prior to the hearing, the Title IX Coordinator will: (1) Provide both parties with written notice of the hearing date, time, location, participants (including the name of the appointed Hearing Officer) and purpose of the hearing; and

(2) Send to each party and advisor the investigative report for their review and written response. ICC may, at its discretion, assign a qualified independent third party investigator(s) at its own expense to conduct the investigation if necessary or appropriate.

A hearing will be conducted by a Hearing Officer (generally the Vice President of Student Success) appointed by the College. ICC may, at its discretion, assign a qualified independent third party Hearing Officer at its own expense to conduct the hearing if necessary or appropriate. Both parties will have the opportunity to request a substitution if the participation of the appointed Hearing Officer poses a conflict of interest. A party wishing to request a substitution must contact the Title IX Coordinator within three (3) business days after the party's receipt of the notice of hearing.

At the request of either party at least three (3) business days in advance, the College will arrange for the live hearing to occur with the parties located in separate rooms, with technology enabling the Hearing Officer and parties to simultaneously see and hear the party or witness answering questions. The College may conduct any live hearing virtually, with the participants in one or more separate geographical locations, and with technology enabling participants simultaneously to see and hear each other.

At the live hearing, each party's advisor will be permitted to ask the other party and any witnesses all relevant and follow-up questions, including those challenging credibility. Such cross-examination will be conducted directly, orally, and in real time by the party's advisor of choice and may never be conducted by a party personally. If a party does not have an advisor who is available to conduct cross-examination at the live hearing, then the College will provide the party with an advisor of the College's choice, free of charge, to conduct cross-examination on behalf of that party. To invoke this right, the party must notify the Title IX Coordinator at least three (3) business days in advance that the party does not have an advisor to conduct cross-examination. A party who fails to notify the College that he/she does not have an advisor within the required three (3) business day timeframe will waive the right to request that an advisor be appointed.

If a party or witness does not submit to cross-examination at the live hearing, either due to absence from the hearing or due to the party's or witness's refusal to answer questions, the Hearing Officer will not rely on any statement of that party or witness in reaching a determination regarding responsibility. However, the Hearing Officer will not draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions. The College will make all evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, available for the parties' inspection and review during the hearing.

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

A party who wishes to appeal a determination regarding responsibility or a dismissal of a formal complaint or allegations therein must submit a written appeal request to the Title IX Coordinator within ten (10) business days of the party's receipt of the written determination or written dismissal notice. Within seven (7) business days of the Title IX Coordinator's receipt of an appeal request, the Title IX Coordinator will forward the appeal request to the Review Committee and will notify the other party in writing that an appeal has been filed. Before reaching a determination regarding

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

For additional information, view the full ICC Sex Discrimination, Sex-Based Misconduct & Title IX Policy and Procedure at [www.icc.edu/title-ix/](http://www.icc.edu/title-ix/).

### **Complaints against Employees**

The above Title IX proceedings will also be used for complaints involving employees. However, the College does not permit informal resolution in cases involving alleged sexual harassment, sexual violence, domestic violence, dating violence, or stalking by a College employee toward a student.

The Human Resources Department will collaborate with the Title IX Coordinator with respect to any complaints of sex-based misconduct that involve a College employee as the Reporting Party or as the Responding Party. For any such complaints that involve a College employee as the Responding Party and fall outside the scope of Title IX, the Title IX Coordinator manages the investigation into the allegations following the appropriate investigative procedures. Investigatory and disciplinary procedures required by any applicable collective bargaining agreement will apply in addition to these procedures.

Imposed sanctions include, but are not necessarily limited to, training, referral to counseling, and disciplinary actions such as warnings, oral or written reprimands, suspension, reassignment, or termination of employment. The reassignment of the complainant will not be an acceptable correction action unless the complainant consents.

### **Confidentiality**

The College will attempt to protect the identity of victims of sexual assault, dating or domestic violence, and stalking, consistent with its legal obligations to protect the safety of the campus community. A victim who wants to maintain confidentiality must understand that the College may then be unable to conduct an investigation into the particular incident or pursue disciplinary action against the accused individual. A victim who at first requests confidentiality may later decide to file a complaint with the school or report the incident to law enforcement, and thus have the incident fully investigated. The College cannot require a victim of sexual assault, dating /domestic violence, or stalking to participate in any investigation or disciplinary proceeding. In cases where the individual is under the age of 18, the Mandated Reporter Act may override other reporting requirements.

Due to federal and state crime reporting requirements, Campus Police may not be able to provide complete confidentiality depending on the circumstances. However, Campus Police will ensure that public communication and reports do not include any identifying information about a victim. The Title IX Coordinator and/or Sexual Assault Response Team and Behavioral Intervention Team leaders will be responsible for keeping any accommodations or protective measures provided to the victim confidential, to the extent that maintaining such confidentiality would not impair the ability of the College to provide such accommodations or measures.

In circumstances in which it is necessary for the College to take steps to protect the safety of the person(s) involved and/or the college community, it will be done in a manner that would not foreseeably compromise the privacy of the individual. If the College determines that it cannot maintain the individual's confidentiality, the College will attempt to inform the individual of this decision prior to starting an investigation and will, to the extent possible, only share information with those responsible for handling the College's response. Further information on potential exclusions to confidentiality can be found within the full policy and procedure documents found on the Title IX webpage at [www.icc.edu/title-ix/](http://www.icc.edu/title-ix/).

Individuals have the right to require that directory information about them not be disclosed by the College. To make this request, a student must complete a FERPA Restriction form in Enrollment Services. If a student has elected to suppress directory information, the College will respond to inquiries with, "I have no information on that individual." Completion of this form will result in a student having to complete all actions in person with picture identification or through their [eServices](#) account.

## **Sex Offender Registration**

The Federal Campus Sex Crimes Act requires institutions of higher education to issue a statement advising the campus community where information regarding registered sex offenders may be obtained. A sex offender, sexual predator, sexually dangerous person, or sexually violent person is required to register as a sex offender in person at the local law enforcement agency having jurisdiction of their residence and, if a student or employee at an institution of higher education, at the local law enforcement agency having jurisdiction there as well. A sex offender who is employed at or attending an institution of higher education must also register in person with the campus police department of the institution of higher education.

To comply with this law, convicted sex offenders are required to register in person with the Campus Police Department within three days of beginning employment at ICC and/or within three days of the beginning of each semester or time period they are enrolled as a student at ICC. A list of the registered sex offenders attending or employed at ICC can be viewed at the Campus Police Department on the East Peoria Campus. Names of adjudicated juvenile offenders are not available for public view, unless failing to make such information available would compromise safety. Persons requesting to review the list of registered sex offenders must provide identification prior to doing so.

The Illinois State Police administers the statewide Illinois Sex Offender Database. Any questions regarding the program may be directed to the Illinois State Police at (217) 785-0653. Information regarding this program can be found at [www.isp.state.il.us/sor](http://www.isp.state.il.us/sor).

## ALCOHOL AND DRUGS

The use, possession, distribution, manufacture or sale of any illegal drug, cannabis or its derivatives, controlled substance, unauthorized prescription drug, or alcoholic beverage (unless expressly authorized by the College President, in accordance with the Illinois Liquor Control Act of 1934 and any applicable local ordinances) on College property, in College-owned vehicles, while on duty, or while participating in any College activity is prohibited.

Illinois Central College expects its students and employees to comply with all local, state, and federal laws regarding the use or possession of alcoholic beverages and controlled substances. The State of Illinois requires that persons be 21 years of age or older to purchase, possess, or consume alcoholic beverages, including wine and beer. It is unlawful to sell, furnish, or provide alcohol to a person under the age of 21.

Further information about sanctions, health risks, treatment, and prevention programs available to students and employees can be found in the Alcohol and Drug Abuse Policy and Prevention Information and Student Rights & Responsibilities handbook at [www.icc.edu/student-services](http://www.icc.edu/student-services), as well as the Smoke Free/Substance-Free Workplace Standard Operating Procedure and Employee Handbook on the college's intranet.

### Sanctions

An individual in violation of applicable state and federal laws and college regulations is subject to college disciplinary action, fine, arrest, and imprisonment. Legal sanctions for students associated with alcohol and other drugs are published annually in the Student Rights & Responsibilities handbook, including regulations on Financial Aid if a student has been convicted of possession.

A violation of any law regarding alcohol or drugs is also a violation of the Student Code of Conduct and Campus Housing policies and will be treated as a separate disciplinary matter by the Dean of Students and Campus Housing Management. Sanctions that may be imposed upon any student include warning, probation, educational sanctions, loss of privileges, fines, community service, withdrawal from class, a hold placed on the student's account, referral to other campus resource, parental notification, College suspension for up to 2 years, and College expulsion.

### Smoke Free/Tobacco Free Policy

Illinois State law requires all College campuses be smoke free/tobacco free. Illinois Central College's Smoke Free/Tobacco Free Policy prohibits the carrying, using, burning, inhaling, or exhaling of tobacco product, including but not limited to cigarettes, cigars, pipes, cigarillos, smokeless tobacco, chew, snuff, herbs, hookah-smoked products, cannabis (including medical marijuana), and all forms of e-cigarettes or vaping devices. Students and employees in violation of the law are subject to a College Regulations Violation Notice (\$25 fine) and/or other disciplinary action as deemed appropriate by ICC administration or Campus Housing. Visitors and members of the public in violation of the policy may be required to leave the campus.

For more information on ICC's Smoke Free/Tobacco Free Campus policy and smoking cessation classes and workshops, visit [www.icc.edu/smoke-free-tobacco-free](http://www.icc.edu/smoke-free-tobacco-free).

## CRIME STATISTICS

Crimes are classified based on definitions in the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the U.S. Department of Education's *Handbook for Campus Safety and Security Reporting*, the Federal Bureau of Investigation's (FBI's) *Uniform Crime Reporting Handbook (UCR)*, and the *National Incident-Based Reporting System (NIBRS)* edition of the UCR. Campus crime, arrest, and referral statistics include those reported to Campus Police as well as those initially reported to designated campus security authorities or local law enforcement agencies that are then reported to Campus Police.

Theft is not required by the Clery Act to be reported, but it is included in this report to emphasize the frequency of occurrence. Theft is a crime of opportunity – Campus Police encourages everyone to maintain control over his or her personal and college property.

Crime statistics for arrests and referrals are disclosed for violations of weapon, drug, and liquor laws. Referrals for violations of college policies that are not violations of the law (i.e. a violation of alcohol possession on campus by a student who is of legal drinking age) are not included. Arrest for Clery Act purposes is defined as persons processed by arrest, citation, or summons (not including a civil citation). This includes persons arrested and released without a formal charge being placed against them. If a person is both arrested and referred for disciplinary action in the same incident, only the arrest is counted. If a person is arrested or referred for both a liquor and drug law violation in the same incident, only the drug law violation is counted.

Hate Crimes include any of the offenses listed in the table as well as any incidents of Theft, Simple Assault, Intimidation, or Destruction/Damage/Vandalism of Property that were motivated by bias, where bias is defined as the preformed negative opinion or attitude toward a group of persons based on their race, religion, gender, gender identity, sexual orientation, disability, ethnicity, or national origin.

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is “unfounded” and is not included in the statistics. Only sworn law enforcement officers who are authorized to do so may “unfound” a crime. Numbers of “unfounded” crimes must also be disclosed in this report as a separate statistic.

# Illinois Central College Crimes Reported to Campus Police Calendar Years 2017-2019

Type of Offense	East Peoria Campus									Pekin Campus					
	On-Campus			On-Campus Student Housing			Adjacent Public Property			On-Campus			Adjacent Public Property		
	2017	2018	2019	2017	2018	2019	2017	2018	2019	2017	2018	2019	2017	2018	2019
<b>Criminal Homicide</b>															
(a) Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
(b) Neglig. Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses</b>															
(a) Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
(b) Fondling	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0
(c) Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
(d) Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	10	4	4	9	4	4	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>															
Dating/Domestic Violence	9	4	2	7	3	2	0	0	0	0	0	0	0	0	0
Stalking	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS/REFERRALS</b>															
Arrest – Weapon Law	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrest – Drug Law	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0
Arrest- Liquor Law	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referral – Weapon Law	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referral – Drug Law	9	10	25	8	7	22	0	0	0	0	0	0	0	0	0
Referral – Liquor Law	24	22	8	23	22	8	0	0	0	0	0	0	0	0	0
<b>Total Arrests/Referrals</b>	<b>33</b>	<b>32</b>	<b>33</b>	<b>31</b>	<b>29</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>*NON-CLERY CRIMES*</b>															
Theft (Over \$500)	3	0	1	1	0	0	0	0	0	0	0	0	0	0	0
Theft (\$500 and Under)	16	13	10	5	1	0	0	0	0	0	0	0	0	0	0
<b>Total Thefts</b>	<b>19</b>	<b>13</b>	<b>11</b>	<b>6</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

- Notes:**
- As per Clery regulations, statistics for Campus Housing are added in to the overall statistics for East Peoria Campus, as well as disclosed separately. So, though it may show one count of an offense in the East Peoria Campus column and one count of the same offense in the Campus Housing column, it is not two separate offenses that occurred.
  - As per Clery regulations, one burglary incident is counted for each separate apartment room entered – so it is possible for one incident to result in up to 5 total counts of burglary (1 suite common area and 4 bedroom apartments).
    - In the statistics for 2017, though 10 burglaries are listed for East Peoria Campus (including Campus Housing), only 4 burglary incidents occurred.
    - In 2018, 4 burglary incidents occurred.
    - In 2019, though 4 burglaries are listed, only 2 burglary incidents occurred.

# Illinois Central College Crimes Reported to Campus Police Calendar Years 2017-2019

Type of Offense	Peoria Campus						Downtown Campus					
	On-Campus			Adjacent Public Property			On-Campus			Adjacent Public Property		
	2017	2018	2019	2017	2018	2019	2017	2018	2019	2017	2018	2019
<b>Criminal Homicide</b>												
(a) Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	-	-	0	-	-
(b) Neglig. Manslaughter	0	0	0	0	0	0	0	-	-	0	-	-
<b>Sex Offenses</b>												
(a) Rape	0	0	0	0	0	0	0	-	-	0	-	-
(b) Fondling	0	0	0	0	0	0	0	-	-	0	-	-
(c) Incest	0	0	0	0	0	0	0	-	-	0	-	-
(d) Statutory Rape	0	0	0	0	0	0	0	-	-	0	-	-
Robbery	0	0	0	0	0	0	0	-	-	0	-	-
Aggravated Assault	0	0	0	0	0	0	0	-	-	0	-	-
Burglary	1	0	0	0	0	0	0	-	-	0	-	-
Arson	0	0	0	0	0	0	0	-	-	0	-	-
Motor Vehicle Theft	0	0	0	0	0	0	0	-	-	0	-	-
<b>VAWA OFFENSES</b>												
Dating/Domestic Violence	0	0	1	0	0	0	0	-	-	0	-	-
Stalking	0	0	0	0	0	0	0	-	-	0	-	-
<b>ARRESTS/REFERRALS</b>												
Arrest – Weapon Law	0	0	0	0	0	0	0	-	-	0	-	-
Arrest – Drug Law	0	0	0	0	0	0	0	-	-	0	-	-
Arrest- Liquor Law	0	0	0	0	0	0	0	-	-	0	-	-
Referral – Weapon Law	0	0	0	0	0	0	0	-	-	0	-	-
Referral – Drug Law	0	0	0	0	0	0	0	-	-	0	-	-
Referral – Liquor Law	0	0	0	0	0	0	0	-	-	0	-	-
<b>Total Arrests/Referrals</b>	0	0	0	0	0	0	0	-	-	0	-	-
<b>*NON-CLERY CRIMES*</b>												
Theft (Over \$500)	3	0	1	0	0	0	0	-	-	0	-	-
Theft (\$500 and Under)	1	0	0	0	0	0	1	-	-	0	-	-
<b>Total Thefts</b>	4	0	1	0	0	0	1	-	-	0	-	-

**Notes:** 1. As of calendar year 2018, there were no longer ICC events or classes held at the Peoria Downtown Campus.

## Hate Crimes Statistics

There were no hate crimes for the years 2017 and 2018 on any ICC campus.  
In 2019, there was 1 act of Intimidation motivated by a sexual orientation bias that occurred at the East Peoria Campus.

## Unfounded Crimes

There were zero unfounded crimes in 2017 and 2018, and 1 unfounded crime in 2019.

## **FIRE SAFETY REPORT**

All fires are to be immediately reported to Campus Police at (309) 694-5111 or by using the ICC Guardian app. This includes active fires and any that have already been extinguished.

Illinois Central College prohibits candles, incense, and open flames on any College or Foundation-owned property (Campus Housing) unless it is an approved action used in a course of study. All portable electrical equipment should be UL approved, inspected by a maintenance electrician, and used for the manufacturer's designed use. Campus Housing prohibits hot plates, multiple outlet-plugs, halogen lamps, and flammable liquids from being in or around apartments. Campus Housing also prohibits the storage or use of barbecue grills in the apartments, on the sidewalks, in front of the building, and on unit patios and balconies. The carrying, using, burning, inhaling, or exhaling of any kind of tobacco product, including but not limited to, cigarettes, cigars, pipes, cigarillos, smokeless tobacco, chew, snuff, herbs, hookah-smoked products, cannabis (including medical marijuana) and electronic nicotine delivery systems including all forms of 'e-cigarettes' and vaping devices, is prohibited on all ICC campuses, including Campus Housing.

Campus Housing residents are given information on fire safety and evacuation procedures in the Resident Handbook, on magnets placed in each apartment, and in videos sent by email which instructs residents to:

- Pull the nearest fire alarm pull station to sound the fire alarm for the entire building
- Not open a door until touching it to determine that it is not warm or hot
- Use the fire extinguisher to extinguish small fires, if it is safe to do so
- Keep low to the ground to avoid smoke
- Always evacuate the building and proceed to the opposite side of the parking lot
- Provide assistance to help someone with a disability move to safety
- Drop to the ground and roll to smother flames if clothing is on fire
- Call Campus Police from a safe location to report the fire, even if it has been extinguished
- Remain in the parking lot until authorities announce an "all clear"
- Not tamper with or remove the smoke detector in the apartment. Submit a maintenance request to have the battery replaced if the detector is beeping.

Campus Housing buildings are equipped with fire alarm systems that are monitored by Campus Police 24/7 and in the Campus Housing management building during business hours. There is a full sprinkler system, smoke detectors, fire extinguisher devices, and evacuation plans/placards in each apartment building. Campus Housing Resident Assistants are trained in evacuation and shelter-in-place procedures and are instructed to communicate this information to residents in their buildings.

### **Fire Log**

In compliance with the Clery Act, the Campus Police Department maintains a written, easily understood fire log that records, by the date reported, any fire that occurs in Campus Housing. Information in the log includes the number of fires, date the fire was reported, nature of the fire, date and time of the fire, and general location of the fire. The Fire Log is available for inspection upon request during normal business hours at the East Peoria Campus Police Department office in room 105A.

**Fire Statistics**  
**Campus Housing**  
*100 Nature Trail Ln.*  
*East Peoria, IL 61611*

CY2017

Fire #	Cause of Fire	# Injuries Requiring Treatment at a Medical Facility	# Deaths Related to Fire	Value of Property Damage Cause by Fire
	None Reported			

CY2018

Fire #	Cause of Fire	# Injuries Requiring Treatment at a Medical Facility	# Deaths Related to Fire	Value of Property Damage Cause by Fire
1	Cooking grease fire	0	0	\$1,000-9,999
2	Overheated electrical motor in washer	0	0	\$100-500

CY2019

Fire #	Cause of Fire	# Injuries Requiring Treatment at a Medical Facility	# Deaths Related to Fire	Value of Property Damage Cause by Fire
1	Cooking grease fire	0	0	\$500-999
2	Cooking grease fire	0	0	\$0-99

**The ICC Campus Police Department encourages feedback and questions from the college community relating to this Clery Report. Please contact Police Chief Thomas Larson at [Thomas.Larson@icc.edu](mailto:Thomas.Larson@icc.edu) or (309) 694-5225.**