
THE MOMENT OF DISCOVERY



EUREKA
COLLEGE

EUREKA COLLEGE
ANNUAL SECURITY REPORT

-- SEPTEMBER 2019 --



EUREKA COLLEGE POLICE DEPARTMENT

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Eureka College is situated on 80 beautiful tree-lined acres in the city of Eureka— a peaceful residential community of approximately 5,000 residents – in central Illinois. Our exclusive size of just under 700 students and small-town/rural location help make Eureka College one of the safest campuses in the nation. As a matter of fact, the College was recognized as one of the 2016 safest colleges in the state by BackgroundChecks.org.

Safety is a top priority and we ensure that our policies, actions and organizational structure reflect that. For example, the Title IX Coordinator is one of my direct reports and we have frequent and standing meetings. In addition, we have an Inclusive Excellence Team comprised of internal and external experts in aspects of diversity and inclusion. In addition, Eureka College provides a full-time campus police officer throughout the week and will coordinate services for weeknights and weekends. Eureka College also partners with Eureka City Police Department and Woodford County Police, when additional assistance is needed.

Founded by abolitionists affiliated with the Christian Church (Disciples of Christ) in 1855, Eureka College exists to cultivate excellence in learning, service, and leadership and our inclusive, close-knit community, allows us to create a unique and fulfilling liberal arts educational experience. With a student-faculty ratio of only 12:1 and over 40 student clubs and organizations, we are able to provide a level of personalized attention to growth and transformation that results in an impressive list of student outcomes and achievements.

Eureka has such a long and rich tradition of developing leaders, including 42 college presidents, seven governors and members of Congress, and the 40th President of the United States, Ronald Wilson Reagan (Class of 1932).

While Eureka College addresses the safety of its students and takes proactive steps to educate students and make them aware of their surroundings, we do not ignore the fact that we cannot exist in a bubble. The information contained in this report is provided to promote awareness and supply the most accurate and timely information about the safety of not only Eureka College but the surrounding area. Please use this information to become more informed about our campus and community, and to partner with us to keep Eureka College safe and nourishing environment that it is for our students.

Sincerely

Jamel Santa Cruze Wright, Ph.D.

ANNUAL SECURITY REPORT

The following is the Eureka College Annual Security Report. This report is published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”), the State of Illinois Campus Security Enhancement Act, and Violence Against Women Act (VAWA). The report includes the College’s policies, procedures, and programs concerning safety, security, alcohol and drug use, crime prevention, and the reporting of crimes. This report contains statistics for the previous three years concerning reported crimes that occurred on campus and on public property within, or immediately adjacent to and accessible from College property.

CAMPUS POLICE

Eureka College has a Campus Police Department located in the basement of Melick Library and a satellite office located in the Cerf Center near the loading dock. A full time Officer works during the day Monday through Friday and as needed during the evenings and weekends. A part-time sworn Officer will work as requested or needed on the weekends (Thursday through Saturday 9pm-2am) and or special events.

Under the direction of the Eureka College Police Department, the Eureka College Campus Security Team, made up of trained student workers, will be available as a student escort, and to assist in any minor incidents that rise every Sunday through Wednesday 8:30pm- 11:00pm. This team can be contacted throughout their shift on a College owned cell phone ((309) 339-0321) that is posted throughout campus. A member of the Student Services, Engagement, and Leadership Office is also on-call every day of the week as a resource to the Resident Advisors for incidents that require immediate troubleshooting assistance.

When needed, the Eureka City Police Department and the Woodford County Police Department serve as a back up to the Eureka College Police Department. If any police reports are generated by one of those departments, they are requested by the Eureka College Police Department. If the College needs assistance from either of those departments the College will contact Woodford County Dispatch at (309) 467-2375.

Cameras are located throughout the campus, viewing entryways, parking lots and outside public spaces to assist with incidents as they are occurring on campus, but are not monitored 24 hours per day. Video can be recorded and stored for accessibility later to assist with investigations.

CRIME REPORTING PROCEDURES

Eureka College enjoys a safe and secure environment where crime reporting is low and safety and security are a high priority. In the event that someone witnesses a criminal act or is in fear of his or her safety, the individual can contact 911 via any campus or cellular phone. Additionally, the Eureka College Campus Police or Eureka City Police can be contacted, if needed.

TIMELY WARNINGS

As stated previously, it is the policy of Eureka College to comply with the Campus Security Act (Clery) of 1990. In addition to other provisions, the Clery Act requires timely warnings to be made to the college community in the event of a significant emergency or dangerous situation occurring on the campus which involves an immediate threat to the health or safety of students or employees. In the event a situation arises, it is the responsibility of the College administration to issue a campus-wide timely warning. The warning will be issued primarily through text messaging or email notification, dependent upon the nature of the emergency.

SEX OFFENDER REGISTRATION

Eureka College complies with The Campus Sex Crimes Prevention Act (CSCPA) and the Illinois Sex Offender Registration Acts, which are Federal and State Laws which requires all sex offenders employed by or attending and institution of higher education to register directly with the appropriate local law enforcement. In compliance with these Acts, any student, faculty, or staff member attending or employed by Eureka College and who is required to register as a sex offender in any state must register, in person, as sex offender with the Woodford County Sheriff's Department within three days of the beginning of classes or employment at Eureka College.

An individual committing such offense after being enrolled in classes or commencing employment with Eureka College must register, in person, at Woodford County Sheriff's Department, within three days of his or her conviction. An individual must notify the Woodford County Sheriff's Department, in person, of any and all changes of employment or enrollment status within three days of such change. Additionally, registration must be renewed each year until the individual's registration requirement is complete. Failure to register by any student or employee who is required to do so may result in consequences pursuant to the Student Handbook, progressive discipline guidelines, or other Eureka College policies as applicable. Individuals registering with the Woodford County Sheriff's Department are required to pay a yearly registration \$100.00 fee. State registry of sex offender information may be accessed at the following link: <http://isp.state.il.us/sor>.

ACCESS TO CAMPUS FACILITIES

During normal business hours (Monday through Friday 8am-5pm), all academic building are open to students, staff, faculty, and visitors. While some buildings may only remain open Monday through Friday 8am-5pm, others may have more flexible hours depending on the needs of the specific buildings as well as any scheduled events that may be taking place. Residence halls are locked during the day and are only accessible to those students who reside there. During College breaks, the College will only permit access to the residence halls to those that have received prior approval. All buildings remain locked during

College breaks. Eureka College employs all maintenance and grounds staff and contracts through Vonachen Services, Inc. for housekeeping services. Other work can also sometimes be contracted out to outside vendors such as pest control or contractor work. Outside vendors and contractors always check in with the Physical Plant before beginning any work on campus. Students, staff, and faculty should immediately notify the Student Services, Engagement, and Leadership Office at (309) 467-6420 or the Eureka College Campus Police Department at (309) 467-6408 if they have any doubts about the authenticity of anyone performing any work in or outside of any buildings on campus. Landline phone access is available in many common areas on campus, including every residence hall lounge. Anyone may utilize these phones to contact 911, if necessary, at any time.

CRIMINAL ACTIVITY AT OFF CAMPUS STUDENT ORGANIZATION EVENTS

While Eureka College does not provide law enforcement services at off campus student organization events, students are still expected to abide by all campus policies when attending an off campus event as a student organization. The College alcohol policy does address policies for off campus events.

If an emergency occurs at any off campus event, 911 should be immediately contacted. Non-emergency situations should be called in to the local police department, depending upon where the event is located. The College maintains a positive relationship with the local, county, state, and federal law enforcement agencies. Any police reports generated within the Eureka city limits, even though they are not on campus, will still be forwarded to the Eureka College Campus Police Department within 1 week of the incident.

CRIME PREVENTION AND SECURITY AWARENESS PROGRAMS

All new employees, including student resident assistants (RA's), receive a hard copy of Eureka College's Title IX policy and are required to complete the 75-minute face-to-face Title IX Training as a condition of employment at Eureka College. The training session is facilitated by the Title IX Coordinator or a Deputy Title IX Coordinator and includes statements that prohibit sexual discrimination of any kind and the requirement that notification of any known or believed discrimination be reported to the Title IX Coordinator within 24 hours. Definitions and examples of the types of sexual discrimination and consent are provided during the presentation as well as a detailed explanation of the College's policies, procedures, and processes for addressing known or believed cases of sexual discrimination. Contact information for the Title IX Coordinator and Deputy Coordinators are provided as well as on- and off-campus confidential resources. In addition to the policy, all employees also receive a hard copy of the power point used for training to use for future reference. The Title IX webpage and policy may also be found on the College's website through Student Life and Human Resources.

All new students are required to complete Title IX Training. Similar to the training for employees, it's a session facilitated by the Title IX Coordinator that includes definitions of key terms such as, but not limited to, consent, sexual assault, stalking, sexual harassment and dating or relationship violence. New students also learn about the College's policy and procedures in handling believed or known Title IX cases, their rights and responsibilities to be treated fairly and for any believed or known case to be addressed quickly. The students are instructed about the various possible outcomes in the event that more likely than not a violation was determined.

Ongoing Prevention, Risk Reduction & Awareness Campaigns

Additional training is offered for student athletes at the beginning of each year and every spring semester, residential students are expected to participate in a training workshop that focuses heavily on consent and healthy relationships, utilizing case examples to reinforce the College's policy and federal and state regulations.

In addition, the College has a partnership with the Center for Prevention of Abuse to host two, one per semester, workshops open to the campus community that address issues related to the prevention of sexual discrimination in all its forms and bystander intervention.

Ongoing opportunities are also offered to employees through invitations to participate in webinars and annual prevention activities during sexual assault awareness month.

SPRUCE Peer Education Program

S.P.R.U.C.E. (Students Promoting Responsibility, Understanding, and Care, Everyday) Peer Educators are student educators that strive to cultivate an atmosphere on campus that promotes safe, responsible, and healthy lifestyle choices for all members of our campus community. While

While respecting each individual's right to make their own lifestyle choices, the Peer Educators strive to offer services and support to our campus community to foster an environment where everyone is respected, responsible, and accountable. Peer to peer education is an essential component in creating such an environment on the Eureka College campus.

EUREKA COLLEGE TITLE IX POLICY: SEXUAL ASSAULT/MISCONDUCT AND SEXUAL HARASSMENT

I. General Policy Sex discrimination, including sexual assault, sexual misconduct and sexual harassment infringe on the rights of others, violate the standards of acceptable behavior at Eureka College and may be illegal in the State of Illinois. Eureka College expects all members of the College community and their guests to conduct themselves in a responsible manner, showing respect for others and for the community. Eureka College is subject to, abides by, and supports Illinois statutes and local ordinances regarding criminal sexual assault and sexual contact.

Students, staff, faculty, volunteers or guests who experience, witness or have information about sex discrimination of any kind (e.g., assault, misconduct or harassment) are required to report, within 24 hours, the information to the College's Title IX Coordinator and urged to report sexual assault to the Eureka College Police Department as well. Unequal pay based on gender, discrimination on the basis of pregnancy, unequal distribution of athletic funds, unequal admissions and financial aid are also forms of sex discrimination and students, staff, faculty, volunteers, or guests who have concerns about those issues are likewise urged to report those concerns to the College's Title IX Coordinator. Such persons should not wait to report conduct of concern until the discrimination or harassment becomes sufficiently serious (i.e., severe, pervasive or persistent) to create a hostile environment. The Title IX Coordinator and other College officials can take proactive steps to prevent harassment from escalating and to protect or otherwise assist the person being harassed. Eureka College will do all that is reasonably possible to offer safety, privacy, sensitivity, and support to persons reporting sexual assault and sexual misconduct, as well as require training and educational programming to decrease the risk of sexual assault and sexual misconduct on campus. The College urges all campus constituents to learn about the steps that can be

taken to prevent all forms of sex discrimination. Should the College believe that a threat exists to the safety or security of a person filing a complaint, or to others, it will take reasonable steps to attempt to mitigate that threat. Conduct that violates this policy, but occurs off-campus, may nonetheless be the subject of a complaint if it occurred in the context of one of the College's programs or activities, has continuing effects that create a hostile environment on campus, or would reasonably interfere with a person's ability to access the College's programs or activities. Because this policy and many of its procedures are required by regulations adopted by the United States Department of Education Office for Civil Rights, this policy and its procedures supersede any conflicting provisions of the Student Handbook, Faculty Handbook or Employee Handbook.

II. Definitions A. Sexual Harassment

Sexual harassment can include unwelcome (1) sexual advances, (2) requests for sexual favors, or (3) other verbal or physical conduct of a sexual nature, including sexual assault. Sexual harassment, including sexual assault, can involve persons of the same or opposite sex. Specific examples of sexual harassment include, but are not limited to: sexually-oriented jokes, flirtation, obscene letters or notes, inappropriate compliments, sexual propositions or advances, "cat calls" or whistling, possession or display of sexually-explicit objects or pictures, exchange of sexual "gag" gifts, inappropriate discussion of one's sexual experiences or desires, comments about an individual's body or appearance, sexual gestures, physical contact such as patting, pinching, or purposely rubbing up against another's body, demands or pressures (actual or implied) for sexual favors, continuing to express sexual or romantic interest after being informed the interest is not welcomed, making promises or suggestions (actual or implied) of preferential or adverse treatment as a result of one's acceptance or rebuttal of sexual advances, and retaliating against an individual for refusing sexual advances. Consistent with the law, this policy prohibits two types of sexual harassment:

1. Tangible Employment or Educational Action

This type of sexual harassment occurs when (a) the terms or conditions of employment, educational benefits, academic grades or opportunities, living environment or participation in a College activity are conditioned upon, either explicitly or implicitly, submission to or rejection of unwelcome sexual advances or requests for sexual favors, or (b) such submission or rejection is a factor in decisions affecting that individual's employment, education, living environment, or participation in a College program or activity. Generally, perpetrators will be agents or employees holding some position of authority from the College.

2. Hostile Environment

Hostile environment harassment exists when the harassment is sufficiently serious (i.e., severe, pervasive, or persistent) and objectively offensive so as to deny or limit a person's ability to participate in or benefit from the College's programs, services, opportunities, or activities. A hostile environment can be created by anyone involved in a College program or activity (e.g., administrators, faculty members, students, and even campus guests). Mere offensiveness is not enough to create a hostile environment. Although repeated incidents increase the likelihood that harassment has created a hostile environment, a serious incident, such as a sexual assault, even if isolated, can be sufficient. In determining whether harassment has created a hostile environment, consideration will be given not only as to whether the conduct was unwelcome to the person who feels harassed, but also whether a reasonable person in a similar situation would have perceived the conduct as objectively offensive.

B. Sexual Assault

Sexual assault means actual or attempted sexual contact with another person without that person's consent. Sexual assault includes, but is not limited to:

1. Any sexual contact when the victim is unable to consent.
2. Any intentional and non-consensual touching of, or coercing, forcing, or attempting to coerce or force another to touch, a person's intimate parts (defined as genital area, groin, inner thigh, buttocks, or breast)
3. Any sexual penetration (including oral, vaginal or anal), however slight, without consent, including acts commonly referred to as "rape."

C. Consent

Consent must be informed, freely given, and mutual. If coercion, intimidation, threats, or physical force are used there is no consent. If a person is mentally or physically incapacitated or impaired such that the person cannot understand the fact, nature or extent of the sexual situation, there is no consent; this includes impairment or incapacitation due to alcohol or drug consumption, or being asleep or unconscious. Only a non-intoxicated, verbal, mutually understood "Yes" is sufficient for sexual contact or intercourse to be considered consensual.

Non-verbal actions should not be considered invitations for intercourse or sexual contact. Consequently, returning to an individual's room or office, being physically aroused, removing clothing, stroking, assenting to dancing or cuddling, obtaining contraception, etc. are not the same as a non-intoxicated, verbal, mutually understood "Yes" and therefore do not constitute consent.

Silence does not constitute consent. Past consent to sexual activities does not imply ongoing future consent. Persons with a known mental illness or deficiency that impairs their ability to think or reason, or who are physically unable to communicate, are assumed to be incapable of giving consent.

D. Sexual misconduct -includes inducing incapacitation for sexual purposes, sexual exploitation, and relationship violence.

1. Inducing incapacitation for sexual purposes

Inducing incapacitation for sexual purposes includes using drugs, alcohol, or other means for the purpose of affecting the ability of an individual to consent or refuse to consent (as "consent" is defined in this policy) to sexual contact.

2. Sexual exploitation

Sexual exploitation occurs when a person takes non-consensual or abusive sexual advantage of another for the advantage, benefit or arousal of anyone other than the person being exploited, and that behavior does

not otherwise constitute one of the preceding sexual misconduct offenses. Examples of behavior that could rise to the level of sexual exploitation include:

- Prostituting another person;
- Non-consensual visual (e.g., video, photograph) or audio-recording of sexual activity;
- Non-consensual distribution of photos, videos, audio recordings or details of an individual's sexual activity, intimate body parts, or nakedness, with the intent to or having the effect of embarrassing an individual who is the subject of such images or information;
- Going beyond the bounds of consent (such as letting your friends hide in the closet to watch you having consensual sex);
- Engaging in non-consensual voyeurism;
- Knowingly transmitting a sexually transmitted disease to a sexual partner without first disclosing your STD status;
- Exposing one's genitals to persons who have not consented to such exposure, or inducing another to expose his or her genitals; or
- Possessing, distributing, viewing or forcing others to view illegal pornography.

3. Relationship Violence

Relationship violence is abuse or violence between partners or former partners involving one or more of the following elements:

- Intentional and unwelcome physical contact that is reasonably likely to cause bodily injury or property damage;
- Purposely or knowingly causing the reasonable apprehension of bodily injury or property damage; or
- Repeated telephonic, electronic, or other forms of communication -- anonymously or directly -- made with the intent to intimidate, terrify, harass, or threaten.

4. Stalking

“Stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress. For the purpose of this definition:

- “Course of conduct” means 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;
- Reasonable person” means a reasonable person under similar circumstances and with similar identities to the victim; and
- “Substantial emotional distress” means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

E. Retaliation

Retaliation is any intimidation, threat, coercion or discrimination by an accused individual or a third party against any person because that person has opposed any actions prohibited by this policy, or because that person has filed a complaint, testified, assisted, or participated in any manner in an investigation or proceeding under this policy. This includes action taken against a bystander who intervened to stop or attempt to stop any actions forbidden under this policy.

F. Complainant Party

The Complainant is the person who initiates a complaint under this policy. The Complainant need not necessarily be the victim of conduct alleged to violate this policy.

G. Respondent Party

The Respondent is the person alleged to have violated this policy.

III. Mandatory Employee Reporting of Sexual Assault, Sexual Misconduct and Sexual Harassment

Any employee or volunteer of the College who learns of a sexual assault, sexual misconduct or sexual harassment must, within 24 hours of receiving the information, report it to the Title IX Coordinator. Employees who are statutorily prohibited from reporting such information, such as licensed health-care professionals, licensed clinical counselors, and the Chaplain/Ombudsperson are exempt from this requirement.

IV. Amnesty for Drug or Alcohol Possession and Consumption Violations

Eureka College strongly encourages students to report instances of sexual assault, sexual misconduct or sexual harassment involving students, and to cooperate in investigations of such incidents. Therefore, students reporting such incidents, or who provide information during the investigation of an alleged incident, will not be disciplined for any violation of the College's drug or alcohol policies which they acknowledge in the course of such a report or investigation.

V. Free Speech and Academic Freedom

Eureka College has a long tradition of, and a deep commitment to academic freedom. To that end, the College recognizes and protects the full freedom of inquiry, teaching, research, discussion, study, publication and (for artists) the creation and exhibition of works of art. In the spirit of a true university environment, individuals are encouraged to invite, rather than discourage, legitimate discourse on ideas without fear that their point of view will result in a violation of this policy. Therefore, while the College will vigorously protect students' and employees' rights against sex discrimination, this policy shall not be construed to interfere with the legitimate exchange of ideas that are the hallmark of a university setting, nor to prohibit or abridge the use of particular textbooks or curricular materials.

VI. Title IX Coordinator

The President of Eureka College shall appoint a member of the College community to serve as the Title IX Coordinator, to serve indefinitely until he or she resigns that position or is replaced in accordance with this policy. Removal of the Title IX Coordinator during the term of appointment may be initiated by the

President in collaboration with the President's Council. The Title IX Coordinator oversees the College's centralized review and investigation of sexual assault/misconduct/harassment complaints. The coordinator also oversees the College's compliance with Title IX. Eureka College's Title IX Coordinator can be used by any community member as a resource for understanding and navigating the investigative and judicial process. This includes explaining policies and procedures, providing contact information for internal and external support resources, answering procedural questions from the Investigation Team, etc. However, reports or complaints to the Title IX Coordinator may not necessarily remain confidential, if the matter is one upon which the Title IX Coordinator is required by law to act.

Deputy Title IX Coordinator

The Deputy (s) Title IX Coordinator assists the College's Title IX Coordinator with various Title IX implementation activities that include students, staff, and faculty. Deputy(s) Title IX Coordinator receive reports of sexual assault/sexual misconduct, sexual harassment, and sexual violence. The Deputy(s) Title IX Coordinator also serves as a designated Title IX Investigator, with responsibilities to lead investigations complaints of sexual assault/ sexual misconduct, sexual harassment, and sexual violence.

VII. Investigation Board and Investigation Team

The President shall appoint by July 1 of each year ten members of the Investigation Board, to serve one-year terms, from which each Investigation Team shall be drawn. The Title IX Coordinator should be consulted in all appointments to the Investigation Board. Members of the Investigation Board may be re-appointed to one or more additional one-year terms.

Each Investigation Team shall consist of three persons selected from the Investigation Board by the Title IX Coordinator. Each Team must have members of both sexes, and must include a minimum of one faculty member. The Title IX Coordinator may appoint an external investigator (s). If the term of a Team member will expire while the investigation or appeal of a complaint is in progress, that member's term shall ordinarily be extended solely for the purpose of completing the investigation or appeal of that particular complaint. Unless that member of the Team is reappointed for another one-year term, his or her successor's term shall commence on July 1, but the successor shall be involved only in investigations or appeals initiated after the commencement of his or her term.

Criteria for appointment to the Investigation Board shall include demonstrated impartiality, integrity, and respect for confidentiality. Removal from the Investigation Board during the term of appointment may be initiated by the President in collaboration with the President's Council and the Title IX Coordinator.

Because of the potential that the Investigation Board may adjudicate alleged sexual assaults, students should not ordinarily be appointed to the Investigation Board.

Any member of the Investigation Board shall recuse himself or herself from serving on an Investigation Team for a particular case if reasonable grounds exist to show that the member has a conflict of interest, or was directly involved (as a party or a witness) to the incident in question. In such a case, the Title IX Coordinator shall appoint a replacement member for that case only.

VIII. Support Resources and Reporting Sexual Assault/Misconduct/Harassment to Eureka College

A. Support Resources

Eureka College provides support to all individuals who have been involved with a sexual assault/misconduct incident. The following resources are not required by law to report sexual assault, sexual misconduct or sexual harassment, unless the sexual assault victim is under the age of 18, so any reports to them may remain confidential at the option of the Complainant: The Campus Ombudsperson Tazwood Center for Wellness Chaplain 1831 S. Main Street Cerf Center Eureka, IL 61530 309-467-6420 309-347-5522 or 309- 694-6462 Other licensed health-care professionals and licensed clinical counselors are also confidential options if the Complainant so chooses. The following resources are required to report, within 24 hours, sexual assaults, sexual misconduct and sexual harassment to the Title IX Coordinator, regardless of the age of the victim, but will otherwise maintain confidentiality: Eureka College Police Officers (309-467-6408) Eureka College Faculty and Staff Eureka College Student Employees (including Resident Advisors) Eureka College Volunteers

B. Reporting to College Staff

If you are a victim of sexual assault, sexual misconduct or sexual harassment, Eureka College urges you to report it. Completing a report entails communicating verbally or in writing to the Title IX Coordinator, or another trusted College official (e.g., Resident Assistant, Professor, Coach or Advisor) who will provide information as required to the Title IX Coordinator. Any report should include a summary of what happened, detailing the name(s) of those involved, and the date, time, and location of the alleged event, if known. The Title IX Coordinator will consult with the Complainant Party about his/her wishes regarding how the investigation should proceed; in limited circumstances, the College may investigate even if the Complainant Party decides not to participate, when necessary to provide a safe and nondiscriminatory environment for all members of the College community, including the Complainant Party. If a Complainant Party does not wish to pursue a complaint, the Title IX Coordinator will inform the individual that the College is limited in the actions it can take without the cooperation of the individual. The Title IX Coordinator will also explain to parties and witnesses that retaliation for reporting alleged violations of the policy, or participating in an investigation of an alleged violation, is strictly prohibited and that any retaliation should be immediately reported and will be promptly addressed. The Title IX Coordinator accepts anonymous and third-party reports of conduct alleged to violate this Policy and will follow up on such reports. The individual making the report is encouraged to provide as much detailed information as possible to allow the Title IX Coordinator to investigate and respond as appropriate. However, the Title IX Coordinator may be limited in the ability to investigate an anonymous report unless sufficient information is furnished to enable a meaningful and fair investigation. There is no statute of limitations for complaints under this policy, but the College strongly encourages any complaints to be initiated within 180 days of the alleged misconduct. It is important to note that the passage of time can negatively affect the College's ability to effectively investigate and ensure resolutions to a given situation. All reports of sexual assault are kept on file in the Student Programs and Services Office for use in reports required by the Clery Act. Reported incidents will show up in campus crime statistics without identifying the person filing the report

C. Criminal Reporting

You should contact local law enforcement if you are uncertain whether particular conduct is a crime. The police will help you to obtain emergency medical care, assist in preventing the escalation of a problem into more severe criminal behavior, assist you with victim advocate services, initiate a criminal investigation if warranted, and answer questions about the criminal justice process.

D. Right to Advisor/Legal Counsel

At any point during the complaint/investigation/appeal process, both the Complainant Party and the Respondent Party have the right to have the support of any willing member of the Eureka College community, friend, or family member of her/his choice. The support person has the right to attend any function at which either party's presence is permitted. However, the support person may not be a licensed attorney nor associated with law enforcement (unless the support person is the parent/legal guardian or spouse/legal partner of a party), and may not question parties or witnesses.

IX. Investigation Processes and Procedures

A. Immediate Action and Interim Measures

Following every report of sexual assault, sexual misconduct or sexual harassment, the Title IX Coordinator will make an immediate assessment of any potential risk to individuals or to the campus community while the complaint is being adjudicated. After consulting with the Complainant Party, the Title IX Coordinator must consider steps to eliminate these risks. These steps may include interim protective measures to provide for the safety of the Complainant Party and the campus community, such as: arranging for changes in class schedules or living arrangements, issuing no-contact orders, obtaining counseling, and modifying test schedules or other class requirements on a temporary basis. A College employee alleged to have violated this policy may also be temporarily reassigned or placed on administrative leave.

B. Confidentiality of Complaints and Reports

Parties to a complaint, including the Complainant Party, the Respondent Party, and witnesses, have privacy rights and reasonable expectations of confidentiality in the investigation of matters subject to this policy. In addition, the integrity of the process depends on ensuring reasonable expectations of confidentiality. The Title IX Coordinator, Investigation Team and Appellate Authority will keep confidential the complaint, report, witness statements, and any other information provided by the Complainant Party, Respondent Party, or witnesses and will disclose the information contained in them only to the Complainant Party, Respondent Party, or witnesses, as necessary to give fair notice of the allegations and to conduct the investigation or the appeal; to law enforcement consistent with state and federal law; to other College officials as necessary for coordinating interim measures or for health, welfare, and safety reasons; and to government agencies who review the College's compliance with federal law. Any investigation report generated by the Investigation Team will be disclosed only to persons who are responsible for imposing sanctions against any person found in violation of this policy, and to College officials as necessary to prepare for subsequent proceedings (e.g., Appellate Authority, College President and College Legal Counsel). Members of the Investigation Team have the same strict obligations to keep all information they learn confidential. Information about complaints and reports, absent personally identifiable information, may be reported to College officials, and external entities for statistical and analysis purposes pursuant to federal and state law and College policy. The outcome of any investigation or appeal will be communicated to the Complainant Party and the Respondent, but this does not necessarily mean that they will be entitled to review the entire investigation report or written decision. Generally, the Complainant Party will be notified whether the alleged conduct was found to have occurred, whether it was found to have violated this policy, any individual remedies offered or provided to the Complainant Party or any sanctions imposed on the Respondent Party that directly relate to the Complainant party, and other steps taken to eliminate the effects of any misconduct on the Complainant Party and to prevent its recurrence. The Respondent Party will be notified whether the alleged conduct

was found to have occurred, whether it was found to have violated this policy, and any remedies or provided to the Complainant Party.

Compliance with the above provisions regarding confidentiality does not constitute a violation of section 444 of the General Education Provisions Act, commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

C. Role of the Title IX Coordinator

The Title IX Coordinator is not an advocate for either the Complainant Party or the Respondent Party. The Title IX Coordinator shall have the following duties when a complaint is filed:

- Explain to both parties the informal and formal processes outlined below and the confidentiality provisions as outlined above.
- Provide a copy of this policy to both the Complainant Party and Respondent Party.
- Provide to both parties information about options for obtaining medical and counseling services, information about making a criminal report, information about receiving advocacy services, and information about other helpful campus and community resources.
- Offer to coordinate with other campus officials, when appropriate, to implement interim remedial measures such as no-contact orders, rearrangement of living arrangements, or academic accommodations.
- Describe to the Complainant Party and the Respondent Party the investigatory process of a fair and impartial investigation, including (1) the right of the Respondent Party to learn about the allegations and evidence against him or her; (2) the right of both parties to have a person of support present during their interviews and during the hearing stage of these procedures.
- Answer procedural questions raised by members of the Investigation Team or Appellate Authority.
- Explain to a Complainant Party who does not wish to pursue a complaint that while the College may be limited in the actions it can take without the cooperation of the Complainant Party, the College may nonetheless be obligated to investigate the complaint.
- Explain to parties and witnesses that retaliation for reporting alleged violations of the policy, or participating in an investigation of an alleged violation, is strictly prohibited and that any retaliation should be immediately reported and will be promptly addressed.

D. Resolution Procedures

If a Complainant Party chooses to file a complaint, there are two avenues for resolution of an alleged policy violation: formal and informal resolution. Each party will receive a written notice in advance of any interview. If all parties agree to proceed informally, when permissible the institution will review. In cases involving allegations of sexual assault, informal resolution is not appropriate, even if both the Complainant Party and Respondent Party indicate a preference for informal resolution. At the request of law enforcement, Eureka College may agree to defer its investigation until after the initial stages of a criminal investigation. The Title IX Coordinator will nevertheless communicate with the Complainant regarding his or her Title IX rights, procedural options, and the implementation of interim measures to ensure the safety and well-being pending the criminal investigation. Eureka College will promptly resume its fact-gathering as soon as law enforcement has completed its initial investigation.

1. Informal Resolution Process

If the Complainant Party, the Respondent Party, and the Title IX Coordinator all agree that an informal resolution should be pursued, the Title IX Coordinator shall attempt to facilitate a resolution of the

conflict that is agreeable to all parties. Under the informal process the Title IX Coordinator shall be required only to conduct such fact-finding as is useful to resolve the conflict and as is necessary to protect the interests of the parties, the College and the community. Typically, an informal resolution will be completed within 60 calendar days of receipt of the complaint. If it becomes necessary to extend the process, both parties will be notified of a revised expected resolution time frame. If at any point during the informal process, the Complainant Party, the Respondent Party, or the Title IX Coordinator wishes to cease the informal resolution process and to proceed through the formal resolution process, the formal process outlined below will be invoked. Any resolution reached through the informal process shall be documented and agreed to in writing by the Complainant Party, the Respondent Party, and the Title IX Coordinator. The informal resolution must adequately address the concerns of the Complainant, as well as the rights of the Respondent Party and the overall objective of the College to stop, remedy and prevent policy violations. Informal actions might include, but are not limited to: targeted or broad-based educational training or programming; having an informal discussion with an individual whose conduct, if not stopped, could rise to the level of discrimination or a hostile environment, harassment; or having a confidential conversation with a supervisor or instructor. In cases that do not involve sexual assault, mediation and other restorative justice programming may be an appropriate form of informal resolution; provided, however, that a Complainant Party may not be required to directly confront a Respondent through that process.

2. Formal Resolution Process

Step 1: The complaint is referred to the Investigation Team, which determines, in collaboration with the Title IX Coordinator, whether it has jurisdiction to investigate the matter. The Investigation Team only has jurisdiction to investigate complaints alleging sex discrimination, sexual harassment, sexual misconduct, sexual assault, and retaliation.

Option 1: If the Investigation Team determines that there is no jurisdiction, it shall refer the matter back to the Title IX Coordinator, who will offer to assist the Complainant Party and, as appropriate, the Respondent Party, in finding appropriate campus and off-campus resources for addressing the issue of concern. Option 2: If the Investigation Team determines that it has jurisdiction over the complaint, it will proceed to Step 2.

Step 2: The Investigation Team conducts a fair and impartial investigation of the alleged policy violation and proceeds to Step 3.

Typically an investigation will be completed within 60 days of receipt of referral to the Investigation Team. If it becomes necessary to extend the process, both parties will be notified of a revised expected resolution time frame. The following process will generally be used in conducting the investigation:

- Complainant Party provides a verbal or written account of the event, and any documents relevant to the complaint, to the Investigation Team. Complainant Party identifies any potential witnesses.
- Investigation Team meets with Respondent Party, reviews rights, and obtains a verbal or written account of the incident, along with any documents relevant to the complaint. Respondent Party identifies any other potential witnesses.
- Investigation Team meets with any witness (es) believed to have knowledge about the incident, and obtain any documents they may have that are relevant to the complaint.
- If necessary, Investigation Team conducts follow-up meetings with Complainant Party and Respondent Party, or witnesses, to clarify information gained through the investigation, and to determine if Complainant Party or Respondent Party wish to offer any additional witnesses or evidence.

- No fewer than two members of the Investigation Team shall be present during any interviews of the Complainant Party, Respondent Party or witnesses. Preferably though, all members of the Investigation Team will be present for all interviews.

- Investigation Team proceeds to Step 3. Step 3: The Investigation Team must be “reasonably convinced” with explanation of standards; that an individual violated the policy. This means that it is more likely than not that the alleged conduct occurred and that it violated the policy. It is not proof beyond a reasonable doubt.

Option 1: If the Investigation Team finds that this policy was not violated, the decision is documented through a written summary. Option 2: If the Investigation Team finds that this policy was violated, that decision shall be documented in a written report that summarizes the basis for the decision, and which shall include recommendations for steps to take to prevent recurrence of any such violation, and as appropriate, remedies for the violation and sanctions against the Respondent.

X. Remedies for Violations of Policy

If a Respondent Party is found to have violated this policy, any written report will be provided to the appropriate disciplinary authority for a determination of appropriate sanctions. Typically a decision by the disciplinary authority will be rendered within 10 days of receipt of receiving the findings and recommendations from the Investigation Team. If it becomes necessary to extend the process, both parties will be notified of a revised expected resolution time frame. If the Respondent Party is a student, the disciplinary authority will be the Dean of Students. If the Respondent Party is an employee of the College, the disciplinary authority is the Vice President of the department to which the employee is assigned. If the Respondent Party is the Vice President of a department, the Provost, or the Title IX Coordinator, the disciplinary authority is the College’s President. If the College’s President is the Respondent Party, the disciplinary authority is the Chair of the College’s Board of Trustees, acting in consultation with the Board’s officers. If the Respondent Party does not fall into any of these categories, the disciplinary authority shall be determined by the Title IX Coordinator, who may consult with any of the disciplinary authorities listed above in making that determination.

The designated disciplinary authority must inform the Respondent Party and the Title IX Coordinator of the ultimate sanctions imposed upon a Respondent Party. The Title IX Coordinator will inform the Complainant Party of the sanctions imposed to the extent permitted by applicable Title IX regulations and privacy laws. Disciplinary sanctions possible for students found to have violated this policy include, but are not limited to, expulsion from the College, suspension, probation, counseling/training, deferred suspension, removal from student housing, reprimand, or any combination of these. Disciplinary sanctions possible for employees found to have violated this policy include, but are not limited to, termination, suspension without pay, demotion, probation, counseling/training, deferred suspension, reprimand, or any combination of these. Disciplinary sanctions possible for other persons found to have violated this policy may include, but are not limited to, permanent or temporary bans from College property or events (whether on or off-campus), a requirement of written pre-clearance from a College employee before attendance at a College event, no-contact orders with one or more members of the College community, termination of contracts between the College and the Respondent or businesses associated with the Respondent, or any combination of these. When determining appropriate disciplinary action, the disciplinary authority will consider the disciplinary background of the Respondent Party, and the totality of the circumstances surrounding the complaint, including the nature of the conduct and the context in which it occurred. In addition to disciplinary sanctions against the Respondent Party, the Title

IX Coordinator shall have the authority to implement any other measures necessary to remedy the effects of the misconduct on the Complainant Party or other members of the College community, to prevent its recurrence, and/or to improve or protect the educational climate of the College. The Title IX Coordinator shall not impose any additional disciplinary sanction against the Respondent Party beyond those determined by the disciplinary authority

XI. Appeal Process A. Limited Bases for Appeal

Either the Complainant Party or Respondent Party may appeal the findings and/or sanctions, but such appeal rights are limited to one or more of the following bases: 1. “New Evidence.” Previously unavailable relevant evidence has been discovered that could significantly impact the outcome of the case. Information that was known or available during the investigation will not be considered. 2. “Procedural Error.” A procedural error occurred in the conduct of the investigation. Such errors may include, but is not limited to, any conflict of interest by a member of the Investigation Team that warranted his or her recusal. 3. “Disproportionate Response.” The sanction is substantially disproportionate to the findings (either too severe or not severe enough).

B. Appellate Authority

The individual responsible for reviewing and deciding an appeal, the Appellate Authority, shall be as follows:

1. If the basis for the appeal is the reason set forth in Section A.1 above (“New Evidence”), then the Appellate Authority shall be the Investigation Team that investigated the complaint. 2. If the basis for the appeal is the reason set forth in Section A.2 above (“Procedural Error”), then the Appellate Authority shall be the Title IX Coordinator. If the specific basis for the appeal is that the Title IX Coordinator had a conflict of interest, then the Appellate Authority shall be appointed by the President. 3. If the basis for the appeal is the reason set forth in Section A.3 above (“Disproportionate Response”), then the Appellate Authority shall be the immediate superior of the disciplinary authority (as set forth herein). If the disciplinary authority is the President, then the Appellate Authority shall be the Chair of the College’s Board of Trustees, acting in consultation with the Board’s officers.

C. Filing an Appeal

An appeal is initiated by filing a written notice with the Title IX Coordinator and the Chair of the Investigation Team within seven calendar days after the appellant’s receipt of the Investigation Team’s findings. The notice of appeal must set forth the basis for the appeal, provide all details and evidentiary support (if applicable) for such appeal, and describe the appellant’s desired outcome. As soon as practicable, the Title IX Coordinator will provide the non-appealing party and the Appellate Authority with a copy of the notice of appeal. The non-appealing party shall submit to the Appellate Authority within seven calendar days of such notice any response to the appeal.

D. Interim Measures Pending Appeal

The imposition of any sanctions rendered by the disciplinary authority will be stayed, but any interim measures will remain in place (or will be reinstated), pending the outcome of the appeal. The Title IX Coordinator shall have the authority to modify the interim measures pending the appeal, as deemed appropriate in the Title IX Coordinator's discretion.

E. Decision of the Appellate Authority

The Appellate Authority will independently review the appeal, any response to the appeal, as well as all information submitted with the same. The Appellate Authority will also review, as appropriate, the documentation relating to the complaint and the investigation. If the basis for the appeal is the reason set forth in Section A.1 above ("New Evidence"), the Appellate Authority may approve, overturn or modify the findings. If the Appellate Authority decides that different sanctions may be appropriate in light of any revised findings, it shall refer the decision on the appropriate sanctions to the disciplinary authority. If the basis for the appeal is the reason set forth in Section A.2 above ("Procedural Error"), the Appellate Authority may approve, overturn or modify the findings and sanctions, or require that a new Investigation Team make new findings and recommendations to the disciplinary authority. If the basis for the appeal is the reason set forth in Section A.3 above ("Disproportionate Response"), the Appellate Authority may approve, overturn or modify the sanctions imposed by the disciplinary authority. Any such decision is final. If the appeal is based on multiple grounds, each Appellate Authority identified above will decide the issues allocated to it under this policy. If the findings or sanctions are revised as a result of an appeal based on the reason set forth in Section A.1 ("New Evidence") and/or the reason set forth in Section A.2 ("Procedural Error"), then any subsequent appeal is limited to challenging the revised sanction for the reason set forth in Section A.3 ("Disproportionate Response"). The decision of the Appellate Authority shall generally be made within 21 calendar days after receipt of the appeal. Written notice of the decision of the Appellate Authority shall be provided to the Complainant, Respondent, and Title IX Coordinator

XII. Retaliation

Eureka College considers both retaliation and the malicious filing of false allegations to be serious ethical violations. A person bringing a complaint founded in good faith will suffer no recrimination. It is a violation of this policy to retaliate against a person for complaining of or reporting alleged misconduct covered by this policy, and for assisting, participating or cooperating in an investigation of such misconduct. Retaliation is a very serious violation which can subject the offender to sanctions independent of the merits of the underlying allegation. False and malicious accusations, however, are harmful to the personal and professional reputations of the accused person. Eureka College regards false and malicious complaints to be a very serious matter, and may subject the person bringing them to appropriate sanctions. Any such concerns will be adjudicated under the applicable provisions of the Student Handbook, the Faculty Handbook or the Employee Handbook.

XIII. External Complaints

Any person who believes that (a) the College's response to a complaint was inadequate, (b) the College has discriminated against them on the basis of race, color, national origin, sex (including sexual harassment), disability, or age, or (c) that they have been retaliated against, may file a complaint with the Office for Civil Rights of the U.S. Department of Education based in Chicago, or the Educational Opportunities Section (EOS) of the Civil Rights Division of the U.S. Department of Justice. Complaints alleging discrimination on the basis of religion must be directed to the EOS.

VIOLENCE AGAINST WOMEN ACT (VAWA)

The Violence Against Women Act (VAWA) creates and supports comprehensive, cost-effective responses to the pervasive and insidious crimes of domestic violence, sexual assault, dating violence and stalking. In March of 2013, President Obama signed a bill that strengthens the Violence Against Women Act (VAWA). Included in the bill was the Campus Sexual Violence Elimination Act (Campus SAVE) that amends the Clery Act. For additional information on VAWA finalized regulations, visit <https://www.federalregister.gov/documents/2014/10/20/2014-24284/violence-against-women-act#h-8%20>

Eureka College does not discriminate on the basis of sex in its educational programs. Sexual harassment and sexual violence are types of sex discrimination. Other acts are also prohibited whether sexually based or not and include dating violence, domestic violence, and stalking. You can find Eureka College Title IX: Sexual Assault/Misconduct and Sexual Harassment policy here: <https://www.eureka.edu/file/17/2018-19EUREKACOLLEGETITLEIXPOLICY.pdf>

For additional questions or reporting sexual violence please contact Ms. Jess Brown at jbrown@eureka.edu or 309.467.6865.

CAMPUS EMERGENCY RESPONSE AND EVACUATION POLICY

Eureka College is committed to protecting the welfare of all faculty, staff, students, and community members. The Eureka College Emergency Response Manual, revised in 2015, outlines a set of suggested procedures to be followed during an emergency situation. The plan designates areas of responsibility, in accordance with the Incident Command System, and outlines the framework necessary to respond to an emergency situation. Since not every emergency can be predicted, an emergency response manual must be a resource that is adaptable and able to address other events as they occur. In working together, we can be better prepared to meet the challenges that emergencies bring upon us. The College response to emergency situations must be quick, professional, informative, cooperative, and supportive. The Emergency Response Manual is subject to change at any time and has been reviewed by the Eureka College Police Department and the Woodford County Health Department.

Shelter-in-Place

Individuals immediately see shelter indoors in an interior safe area. An ideal location to shelter-in-place (depending on the situation) is an interior and sturdy area with few windows and doors. Close all doors and windows, close the blinds, and remain in the area until you get an “all clear” message. Shelter-in-Place may be activated when there is an active shooter on campus. Instructions to Shelter-in-Place will typically be sent out through a RAVE message, but could also come from a staff or faculty member, Resident Advisor, or member of the Eureka Campus Police, City or County Police, or Fire Department.

Evacuation

A building or area will be evacuated when a fire alarm sounds, a RAVE alert goes out, or when instructions are given out to do so by a staff or faculty member, Resident Advisor, or member of the Eureka Police or Fire Department. Occupants of that building should immediately and calmly proceed to the nearest exit, while notifying and helping others along the way. Evacuation plans are posted on each floor of each building on campus. Do not return to an evacuated building until instructed to do so. Evacuation may be activated when there is a fire, bomb threat or bomb detonation, hazardous spill, or danger to the structure.

Relocation:

Individuals may need to be relocated at times depending on their safety or any damage that has occurred in a specific area. Residential students may need to be temporarily relocated due to fire, flooding, etc. Faculty and staff may have their offices or classrooms relocated due to similar reasons. The College will arrange any relocations that need to occur and will keep the campus updated on any changes. Relocations, depending upon the severity and urgency, may or may not be sent out through a RAVE message.

A.L.I.C.E. – Active Shooter Response

An Active Shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases, active shooters use firearm(s) and there is no pattern or method to their selection of victims. Active shooter situations are unpredictable and evolve quickly. Typically, the immediate deployment of law enforcement is required to stop the shooting and mitigate harm to victims. Because active shooter situations are often over within 10 to 15 minutes, before law enforcement arrives on the scene, individuals must be prepared both mentally and physically to deal with an active shooter situation. (http://www.dhs.gov/xlibrary/assets/active_shooter_booklet.pdf) ALICE is an acronym for five steps that can be utilized to increase the chance of survival in an active shooter situation. These steps are not sequential, but are presented as options. The situation will determine what steps make sense to follow. A combination of these steps can be used to keep individuals safe and modified as the situation changes.

Alert – Be aware of sights or sounds that may indicate a critical incident, such as gunfire or warning bells, and do not ignore.

Lockdown – Secure the room by any means. This can include locking the door, barricading the door with furniture, tie the door down with belts, shoe laces, etc, and move out of the doorway. Silence cell phones and look for potential defensive weapons in the room. Do not open the door to anyone but emergency responders.

Inform – If safely able to do so, notify authorities by calling 911 or identified organization security/emergency numbers. Give responders as much information as possible such as your exact location, how many individuals are with you, where the intruder is located, etc.

- Description of what is happening
- Location
- Who is involved
- Type of weapons involved, if any.
- Your name and address

Counter – To be utilized as a last resort to increase chances of survival, if confronted by an active shooter. Throw defensive weapons, such as books, cups, staplers, tape dispensers, etc. at shooter (aim for the head), make noise and create a chaotic situation. This can cause the shooter to lose aim and disorientate. Swarming the shooter as a group and disarming until the police arrive on scene may also be an option.

Evacuate – If safely able to do so, remove yourself from the danger zone and bring a defensive weapon with you in case you encounter the intruder. Run, where possible, and follow the instructions of emergency responders.

EMERGENCY NOTIFICATION

It is important for the College to have access to a fast and reliable way of notifying the campus community in the event of an emergency on campus. Eureka College has contracted through RAVE WIRELESS in order to provide a campus notification system available to all students, staff, and faculty.

The RAVE notification system will only be used in the event of a campus emergency, campus closing, or an occasional testing of the system. (A semi-annual testing of the system will take place each September and February.) Also, as mentioned above, in compliance with the “timely notice” provisions of the Jeanne Clery Act of 1998, the entire campus community will be immediately notified through RAVE of any incident where any type of threat to others is present.

Campus officials trained and authorized to use this system include:

Provost
Chief Financial Officer
Dean of Students
Associate Dean of Students
Assistant Dean of Students
Director of Media Relations
Director of Campus Police

RAVE provides all subscribed users with an immediate text and/or email. In addition to the texts and emails provided through RAVE, Eureka College will also utilize the “Campus Alerts” section of Eureka College website as well as several official Eureka College Facebook pages to provide information to the campus community in the event of an emergency or campus closing. When they occur, campus closings will also be on local radio and TV channels. In the event of a major emergency or disaster, Eureka College will also utilize their main website for updates on the incident in order to get pertinent information out to parents and families of students, staff, and faculty as well as the Eureka community.

The names and phone numbers of those subscribing to RAVE will never be shared with anyone else through the RAVE system. After a Eureka College student, staff, or faculty member graduates or moves on from Eureka College, they will be taken off of the RAVE system. If someone needs to subscribe, update, or seek information on RAVE, they are encouraged to contact the Student Services, Engagement, and Leadership Office, located in the Cerf Center, at (309) 467-6420.

MISSING STUDENT POLICY (RESIDENTIAL)

If a student is reported missing by a resident, Resident Advisor (RA), parent/guardian, or staff/faculty member, Eureka College will take the following actions:

If the concern occurs during day hours, the Student Services, Engagement, and Leadership Office should be immediately notified. If the concern occurs during the evening or weekend, the Director of Residence Life, or designee, should be immediately notified. The Director of Residence Life will notify the Dean of Students. The Dean of Students, when and if applicable, will activate the Incident Command System.

Contact with the missing student should be attempted through cell phone, text message, Facebook (if applicable), and email. Information will be gathered on the student to help with the process.

The Director of Residence Life will notify the Residence Advisor Staff that a student is missing. Residence Life will contact the student’s roommate (if applicable), significant other (if applicable), close friends, and neighbors in order to gather more information about the student’s latest whereabouts. The Director of Residence Life will contact the Records Office to gain information on when the student was last in class.

The student’s emergency card will be pulled to check for any health or medical conditions. If the student has a car, the College will locate the student’s parking registration information to determine the type, color, and license plate of the student’s car. Effort will take place to see if the car is currently located anywhere on campus. The Dean of Students will contact the student’s emergency contact (typically a parent or guardian) to see if they are aware of the student’s whereabouts.

The Eureka Campus Police will be contacted. They will check local hospitals and surrounding police jurisdiction. The College will obtain a picture of the missing student to provide to the Campus Police. The College (or the family at this point) will file a missing person's report, if able.

A timely notice through RAVE is sent out to the campus community if it is determined that anyone is in immediate danger. The Public Information Officer handles all contact with the media. Contact them and keep them informed as any updates arise.

The College will help the missing student's family arrange accommodations if they decide to come to campus. The Dean of Students and the Chaplain will keep in contact with the family to provide support and keep them updated, when needed.

The Incident Command System Staff will identify several staff and faculty members to be available to provide support to those who are close to the missing person. The College will assist the Eureka College Campus Police or other law enforcement staff in any way possible.

The Incident Command System Staff will keep administration and the campus community informed and updated on the situation, especially once/if the student is found.

Thorough documentation will take place and be kept on file regarding all details and information concerning the incident.

ALCOHOL AND OTHER DRUG POLICY

The Alcohol and Drug Policy at Eureka College is based on three essential foundations:

- Eureka College is, first and foremost, a learning community. The improper use or abuse of alcohol and/or illegal drugs is counterproductive to learning.
- All of our members of our community are expected to follow local, state, and federal statutes, ordinances, and laws.
- The College has an obligation to provide education regarding the use of alcohol and/or illegal drugs and to recommend counseling and/or treatment to those in need of such services.

Drug- Free Schools and Communities Act

On December 12, 1989, President George Bush signed the Drug-Free Schools and Communities Act Amendments of 1989 which require that institutions of higher education implement a program to prevent the unlawful possession, use or distribution of illicit drugs and alcohol by its students and employees on school premises or as part of any of its activities.

The law, in addition to the Drug-Free Workplace Act-Pub L. No.100690,5151-5160 (which require applicants for federally funded grants and contracts to certify that they will institute formative steps to prohibit the unlawful manufacture, distribution, possession and use of controlled substances in the workplace), established the legal requirements of Eureka College's policy.

Biennial Review Procedures

Pursuant to the Drug-Free School and Communities Amendments of 1989, these policies and related programs will be reviewed every two years for compliance. The materials development pursuant to these

policies and the results of the biennial review will be made available to the Secretary of Education if the College is selected in a random selection by the Secretary for determination of compliance. In addition to circulating these policies to all students and employees, policies relevant to the Drug-Free Workplace Act will be posted in public areas of the College.

Parental Notification

In accordance with federal law, the College may contact parents/guardians in cases of drug policy violations. The College may also contact parents/guardians in cases of alcohol policy violations and/ or cases in which students are assessed for medical safety and/or transported to the hospital for acute intoxication.

Alcohol Policy

The following applies equally to all members of our community and to their guests while on our campus or engaged in College-related functions and activities.

- Violations of the federal, state and/or local laws outlined below are violation of this policy:
 - Possession, consumption, or serving of alcohol by persons under 21 years of age.
 - Furnishing alcohol to persons under 21 years of age.
 - Disorderly or destructive behavior during or following the consumption of alcohol.
 - Selling alcohol without a liquor license, including collecting money, selling cups or tickets, or charging admission where alcohol is served.

- Individuals of legal drinking age (21 years of age and older) may possess and/or consume beer, wine or individually packaged alcoholic beverages containing 14% alcohol by volume or less on-campus in the following locations:
 - Inside residence hall rooms with the door closed.
 - In the lounge of a residence hall floor, in a glass or cup, with the maximum present not to exceed the number of residents living on the respective floor. Open alcohol containers (i.e. bottled or cans) are not allowed in residence hall lounge spaces.
 - In other areas by permission of the Dean of Students.

- Kegs or other common sources of alcohol, tapped or untapped, are not allowed in the residence halls.

- If one occupant of the room is over 21 and his/her roommate is under 21, the resident over 21 is allowed to have alcohol, but the underage resident is not allowed to consume it.

- Individuals of legal drinking age may transport alcohol between campus locations provided it is packaged in its original containers and remains sealed.

- Devices or activities that encourage binge drinking such as beer bongs, drinking games, and contests are strictly prohibited on campus.

College officials and Residence Life staff members reserve the right to search College-owned furniture and can request to search personal items if there is reasonable cause to believe a student or student organization is violating this policy. College officials and/or Residence Life staff members may also request proof of identification to verify age.

Alcohol at Student Organization Events (On and Off Campus)

Student groups and organizations who want to serve alcohol at an event or social function must:

- Register the function with the Office of Student Life and execute the required paperwork (Contract of Terms) at least 5 business days prior to the function. (Required event registration paperwork can be obtained in the Office of Student Life or under the Student Resource area of the Student Life webpage.) Note: Approval of the event by the organization advisor is required at event registration.
- Designate one (1) organization member, per 30 attendees, to serve as Social Host(s) for the event. Social hosts must attend an alcohol education session, hosted by the Office of Student Life prior to the function, be in good standing with the college, remain sober during the event, serve as the point of contact for the event, and ensure proper protocols, as outlined in this policy, are being enacted and followed. Note: Social Hosts will be approved by the Office of Student Life when the event is approved.
- On-campus social functions where alcohol is permitted may last up to 4 hours and cannot extend past 1:00 am.
- Provide and serve adequate amounts of food and non-alcoholic beverages throughout the function, free of charge.
- Present for approval check-in procedures and age verification (guest list/checking of IDs, and wristbands) to clearly identify who is of legal age to possess and consume alcohol at the event.
- Present a full list of attendees (that includes first name, last name, date of birth and Eureka Student ID #, if a current student) to the Office of Student Life within three (3) business days after the event.

In addition, the following conditions must be met:

- Social functions where alcohol is present can be restricted on campus during special events (i.e. Reagan Weekend, Family Weekend, exam week) and other times designated by the Dean of Students.
- The use of alcohol at any membership recruitment, initiation function, or new member education is strictly prohibited.
- All nationally affiliated organizations must abide by both the College policies as well as their national policies.

Organizations must complete all required paperwork for any events, reports, or programs requested by headquarters staff or representatives in addition to the College related paperwork.

- A campus Police Officer will be made aware of all on-campus social functions where alcohol is permitted. If an officer is unavailable, the Office of Student Life professional staff member on duty will be made aware of the event.
- Student activity fee funds may not be used, directly or indirectly, to purchase alcoholic beverages of any kind.
- Neither Eureka College's name, logo, nor the names of any organization affiliated with the College, may be used with any commercial sponsorship relating to alcohol: i.e. beer distributors, bars, beverage companies, etc., unless approved by the Dean of Students.
- The number of guests at an event cannot exceed fire code for the event space. For information about fire code regulations on-campus, visit the Office of Student Life. Contact the venue for off-campus events.
- References to alcohol in all types of publicity is prohibited, without approval from the Dean of Students.
- Student organizations wishing to host an event with alcohol on-campus must meet the contractual and licensure requirements of the campus food service provider. Reach out to the Office of Student Life for specifics.

Event Check-In and Age Verification Protocols

Student organizations hosting an event or party with alcohol must follow the below guidance related to check-in and age verification protocols:

- One centralized location should be established for event/party check-in and age verification checks.
- Upon entrance to the event, each attendee must present a government-issued ID for age verification. Wristbands, or other easily identified markers, should be distributed to guests who are of legal drinking age.
- A list of attendees, including first and last name, date of birth, and Eureka Student ID # (if applicable) should be collected when guests arrive at the event. Following the event, the attendee list must be turned in to the Office of

Student Life within three (3) working days.

Alcohol Policy Violations

Violations of the College’s alcohol policy are considered a serious matter and will be adjudicated pursuant to the student conduct processes and procedures specified in the student handbook. These violations are in addition to citations distributed by a law enforcement agency. If during the conduct process sufficient information is provided for a finding of responsibility, the student conduct administrator will administer sanctions based on the violation levels outlined below.

Alcohol Violation Levels – Individual Students

Level	Violation
Level 1	<ul style="list-style-type: none"> • Possession and/or consumption of alcohol by a person under 21. • Creating a disturbance while under the influence of alcohol. • Possession of binge drinking devices (i.e. beer bong).
Level 2	<ul style="list-style-type: none"> • Acute intoxication as defined by medical assessment. • High-risk alcohol use (harm to self, others or property, intoxication requiring medical assessment and/or transportation to medical facility).
Level 3	<ul style="list-style-type: none"> • Hosting a gathering involving alcohol that constitutes a disruptive environment (see Community Standards - no. 19), or in which insufficient action is taken to prevent violations of college policies by those attending. • Possession of a keg or other community source of alcohol in a residence hall.
Level 4	<ul style="list-style-type: none"> • Providing or selling alcohol to a person under 21.

Alcohol Violation Levels – Recognized Student Organizations

Level	Violation
Level 1	<ul style="list-style-type: none"> • Providing alcohol to a person under 21 during a registered organization event. • Failure to end a social activity with alcohol by 1 a.m. • Designated social host is witnessed to be intoxicated or impaired.
Level 2	<ul style="list-style-type: none"> • Hosting an unregistered event with alcohol.
Level 3	<ul style="list-style-type: none"> • Providing alcohol to a person under 21 during an unregistered event. • Inducing or forcing another person to consume alcohol, including, but not limited to hazing activities.
Level 4	<ul style="list-style-type: none"> • Hosting an unregistered event with alcohol where additional College policy or code of conduct violations occur.

Sanctions for Alcohol Policy Violations

Eureka College has established clear and specific minimum sanctions that result from violations of the Alcohol policy. In every case in which the student or student organization has violated the alcohol policy, the sanctions will consist of a sanctioning level (warning, probation, suspension, expulsion) and appropriate substance use intervention and monetary fine.

The following are minimum sanctions regarding alcohol violations corresponding to the various levels of severity outlined above:

Violation	1st Offense	2nd Offense	3rd Offense	4th Offense
Level 1	\$50 and Warning	\$100 and Warning	\$150 and College Probation	\$200 and College Suspension
Level 2	\$100 and Warning	\$150 and College Probation	\$200 and College Suspension	
Level 3	\$200 and Warning	\$400 and College Probation	\$600 and College Suspension	
Level 4	\$500 and College Probation	\$750 and College Suspension		

Depending on the specifics of the case at hand, the following may also be assigned:

- Restitution
- Medical referral
- Residence hall relocation

Drug Policy

The following applies equally to all members of our community and to their guests while on our campus or engaged in

College-related functions and activities.

- Violations of the federal, state and/or local laws outlined below are violation of this policy:
 - Illegal possession, use, provision or sale of illicit drugs including but not limited to alcohol, cannabis, hallucinogens, LSD, cocaine, depressants, methaqualone, rohypnol, GHB.
 - Disorderly or destructive behavior during or following the consumption of illegal drugs.

Drug Policy Violations

Violations of the College's Drug Policy are considered a serious matter and will be adjudicated pursuant to the student conduct processes and procedures specified in the student handbook. These violations are in addition to citations distributed by a law enforcement agency. If during the conduct process sufficient information is provided for a finding of responsibility, the student conduct administrator will administer sanctions based on the violation levels outlined below.

Drug Violation Levels - Individual Students

Level	Violation
Level 1	<ul style="list-style-type: none"> • Use of illegal, synthetic or counterfeit drugs and/or prescription medication not prescribed to the individual • Use or possession of equipment, products, or material that is used or intended for use in manufacturing, growing, using, or distributing any drug or controlled substance, including but not limited to bongs, pipes, vaporizers, grinders, scales, etc.
Level 2	<ul style="list-style-type: none"> • Providing or selling illegal, synthetic or counterfeit drugs/prescription drugs to others • Manufacturing or producing an illegal, synthetic or counterfeit substance • Manufacturing, producing or possessing an illegal, synthetic or counterfeit substance with the intent to distribute

Drug Violation Levels - Recognized Student Organizations

Level	Violation
Level 1	<ul style="list-style-type: none"> • Organization use of illegal, synthetic or counterfeit drugs and/or prescription medication not prescribed to the individual at a registered or unregistered event. • Organization use or possession of equipment, products, or material that is used or intended for use in manufacturing, growing, using, or distributing any drug or controlled substance, including but not limited to bongs, pipes, vaporizers, grinders, scales, etc. in organization designated housing facilities.
Level 2	<ul style="list-style-type: none"> • Organization providing or selling illegal, synthetic or counterfeit drugs/prescription drugs at an organization event.

Sanctions for Drug Policy Violation

Eureka College has established clear and specific minimum sanctions that result from violations of the drug policy. In every case in which the student or student organization has violated the alcohol policy, the sanctions will consist of a sanctioning level (warning, probation, suspension, expulsion) and appropriate substance use intervention and monetary fine.

The following are minimum sanctions regarding drug violations corresponding to the various levels of severity outlined above:

Violation	1st Offense	2nd Offense
Level 1	\$100 and Probation	\$200 and Suspension
Level 2	Expulsion	

Depending on the specifics of the cases, the following may also be assigned:

- Random drug testing
- Restitution
- Residence hall relocation

Medical Marijuana Policy

While Illinois law allows limited medical marijuana use; using and possessing marijuana in any form remains a crime under federal law. Since Eureka College receives federal funding, we are required to prohibit the use and possession of all federally controlled substances, including marijuana for medical uses. The use of medical marijuana in the workplace and on campus is also restricted by the federal Safe and Drug Free Schools and Communities Act and the Drug-Free Workplace Act. Thus,

Eureka College, prohibits the use of marijuana, including for medical purposes, on campus and any known violations will be subject to disciplinary action.

Approved by Board of Trustees, 2/2019

Definitions/Descriptions for the Purposes of this Policy

Alcohol: Any beer, wine or individually packaged alcoholic beverage containing 12% alcohol by volume or less. All other alcoholic beverages are prohibited.

Legal Drug: A prescribed drug or over-the-counter drug which has been legally obtained and is being legally used for the purpose for which it was prescribed or manufactured.

Illegal Drug: Any drug or controlled substance which is (1) not legally obtainable or (2) is legally obtainable but was not legally obtained. The term “illegal drug” includes all illegal drugs such as steroids, dangerous drugs and controlled substances. Marijuana, hashish, cocaine, PCP, LSD, heroin, Dilaudid, Quaaludes and methamphetamine are only a few of the dangerous drugs or controlled substances which are included within such terms.

Drug Paraphernalia: Any legitimate equipment, product, or material that is modified for making, using, or concealing illegal drugs such as cocaine, heroin, marijuana, and methamphetamine.

Social Function with Alcohol on-campus: A gathering consisting of 10 or more people where alcohol is being served and/or consumed.

S.P.R.U.C.E. (Students Promoting Responsibility, Understanding, and Care, Everyday) Peer Educator: An educator that will strive to cultivate an atmosphere on the Eureka College campus that promotes safe, responsible, and healthy lifestyle choices for all members of our campus community. While respecting each individual's right to make their own lifestyle choices, the EC Peer Educators strive to offer services and support to our campus community to foster an environment where everyone is respected, responsible, and accountable. Peer to peer education is an essential component in creating such an environment on the Eureka College campus.

Social Host: A trained student who takes full responsibility for a social event held on-campus and off-campus. The Social Host must be at least 21, on the Executive Board of the Organization, or the Designated Social Host for the Organization, and in good standing (not on academic or social probation) with Eureka College. A student who would like to be a social host and/or sponsor a social event must follow the following procedures:

Attend social host training, which occurs at the beginning of each semester. At training, deadlines and social host responsibilities will be explained in detail. At the end of the training, Social Hosts will be able to demonstrate that they are aware of College policies and regulations and state and local laws concerning the possession and consumption of alcoholic beverages.

Schedule the event on the Campus Calendar (see Calendaring Procedures for more details)

Register the function with the Student Programs and Services Office and execute the required paperwork (Contract of Terms) at least 5 business days prior to the function.

Sober Monitor (Off-Campus): A student who abstains from the use of alcohol and other drugs during a social event and provides support to the Social Host.

State and Community Laws

The following are against state and community laws, hence a violation of this policy:

Possession, consumption, or serving of alcohol by persons under 21 years of age.

Furnishing alcohol to persons under 21 years of age.

Being disorderly or destructive during or following the consumption of alcohol.

Selling alcohol without a liquor license, including collecting money, selling cups or tickets, or charging admission where alcohol is served.

Below are examples of offenses and penalties as defined by Illinois State Law for alcohol.

Offense	Prevision	Penalty
Sales and Delivery: It is unlawful to sell, serve, deliver or give alcoholic beverages to a person under 21 years of age or to any intoxicated person.	Class A Misdemeanor	Minimum \$500 (maximum \$1,000); jail sentence of up to one year.
Sales and Delivery: Illinois law prohibits any person, after purchasing or obtaining alcoholic beverages, from selling, giving or delivering those alcoholic beverages to an individual under the age of 21.	Class A Misdemeanor	Minimum \$500 (maximum \$1,000); jail sentence of up to one year.
Purchasing/Possession/Consumption: Illinois law prohibits the consumption of alcoholic liquor by any person under 21 years of age.	Class C Misdemeanor	Class C Misdemeanor
Purchase/Possession/Consumption: A person under the age of 21 is prohibited from possessing alcoholic beverages on the street, highway, or any public place or in a place open to the public.	Class B Misdemeanor	The underage person may be fined up to \$500 and sentenced up to six months in jail (additional enhanced penalties exist for illegal transportation of open liquor for persons under 21

		years of age).Note: This provision does not prohibit a minor from delivering alcoholic beverages in the course of his or her employment or by order of his or her parent.
Purchase/Possession/Consumption: Illinois law prohibits persons under the age of 21 from purchasing, possessing, consuming and accepting a gift of alcoholic beverages, except under the direct supervision and approval of the parents or parent in the privacy of a home or during a religious ceremony.	Class C Misdemeanor	The person under 21 may be fined up to \$500 and receive a jail sentence of up to 30 days.
False Identification: To prevent sales and/or service of alcoholic beverages to individuals under the age of 21, the licensee, agent or employee has the right to refuse to sell or serve alcoholic beverages to anyone who is unable to produce adequate written proof of identity and age.		Underage person's sentence includes at least a fine of \$250 or 25 hours of community service, preferably performed for an alcohol abuse prevention program.

Below are examples of offenses and penalties as defined by the Illinois State Law for illegal drugs.

Offense	Prevision	Penalty
Drug Conviction for Possession	Felony or Misdemeanor	Under Student Aid Laws: Cannot obtain any government student aid, loans, or grants for one year after first conviction for possession; for two years after the second conviction and for an indefinite amount of time after the third conviction.
Drug Conviction for Sale	Felony or Misdemeanor	Under Student Aid Laws: Cannot obtain any government aid, loans or grants for two years after the first conviction, and indefinite amount of time after the second conviction.
Drug Possession: Cannabis (<2.5 grams)		Up to \$1,500 fine and/or up to 30 days in jail.
Drug Possession: Cannabis (2.5 grams to 10 grams)		Up to \$1,500 fine and/or six months in jail.

Drug Possession: Cannabis (10 grams to 30 grams)		First Offense: Up to \$2,500 fine and/or one year in jail. Second Offense: Felony up to \$25,000 fine and/or 2 to 5 years in Pen.
Possession Drug Paraphernalia		\$750 to \$2,500 fine and/or up to one year in jail.

Examples of violations include, but are not limited to:

- Possession of illegal drugs
- Possession of prescription medication without a prescription
- Consumption of illegal drugs
- Consumption of prescription medication without a prescription
- Intent to sell illegal drugs
- Intent to sell prescription medication

Resources for Alcohol/Drug Concerns

On-Campus Resources

Student Programs and Services 467-6420

BASICS (Brief Alcohol Screening for College Students)

Pragmatic and clinically proven approach to the prevention and treatment of undergraduate alcohol abuse. The BASICS model is a non-confrontational, harm reduction approach that helps students reduce their alcohol consumption and decrease the behavioral and health risks associated with heavy drinking.

CASICS (Brief Cannabis Screening for College Students)

CASICS is appropriate for anyone who uses marijuana, especially if you are concerned about your marijuana use and how it compares to other students. CASICS will provide you with an opportunity to assess your own risk and discuss potential changes that could work for you to help reduce the risk for developing future problems. While CASICS does touch on alcohol and other drugs, its primary focus is marijuana.

S.P.R.U.C.E. 467-6436

Tazwood Center for Wellness 309-347-1148

Chaplain 467-6429

Off-Campus Community Resources

Eureka Community Hospital 467-2371

Tazwood Center for Wellness 309-347-1148

National Resources

Alcoholic Anonymous www.aa.org

National Institute on Drug Abuse www.nida.nih.gov

National Council on Alcoholism & Drug Dependence, Inc. www.ncadd.org

Statement of Origin Original policy approved by the Student Affairs Committee 3/2001. Approved by the Faculty 4/2001. Approved by the Board of Trustee 5/2001. Re-approved by the Faculty 5/2002. Revised policy approved by the Student Affairs Committee 4/2005. Approved by the Faculty 4/2005. Revised policy approved by the Student Life Committee 4/2012. Approved by Board of Trustee 5/2012. Revised policy approved by Student Life Committee 4/2013. Approved by Board of Trustee 5/2013.

CAMPUS AND WORKPLACE VIOLENCE

WEAPONS AND FIREARMS POLICY

Statement of Purpose

Eureka College is committed to providing a safe and supportive campus environment for our campus community and our visitors. The Eureka College establishes the Eureka College Weapons and Firearms Policy pursuant to the 2013 Illinois Firearm Concealed Carry Act and its enabling regulations (430 ILCS 66).

Persons Covered by this Policy

This Policy applies to all employees, students, persons conducting business, or individuals visiting the Eureka campus. Visitors include, but are not limited to, prospective students, former students, and their respective families.

Weapons or Firearms

Eureka maintains a Weapons and Firearms-Free Campus. No person covered by this policy, unless authorized by law or specifically exempted by federal or state law or Eureka College regulation, is authorized to possess a weapon or firearm while engaged in Eureka College-related business or activities.

Definitions

A. A “firearm” is defined as a loaded or unloaded handgun. A “handgun” is defined as any device which is designed to expel a projectile or projectiles by the action of an explosion, expansion of gas, or escape of gas that is designed to be held and fired by the use of a single hand.

B. A “weapon” is defined as:

-Any device, whether loaded or unloaded, that shoots a bullet, pellet, flare, or any other projectile including those powered by CO₂. This includes, but is not limited to, machine guns, rifles, shotguns, handguns or other firearms, BB/pellet gun, spring gun, paintball gun, flare gun, stun gun, taser or dart gun and any ammunition for any such device. Any replica of the foregoing is also prohibited.

-Any explosive device including, but not limited to, firecrackers and black powder.

-Any device that is designed or traditionally used to inflict harm including, but not limited to, bows and arrows, any knife with a blade longer than 3 inches, hunting knife, fixed blade knife, throwing knives, daggers, razor or other cutting instrument where the blade of which is exposed.

Locations at Which Policy Applies

This Policy includes any vehicle, parking lot, building, classroom, laboratory, artistic venue, or entertainment venue whether owned, leased, or operated by Eureka College, and any real property, including parking areas, sidewalks, and common areas under the control of Eureka College.

Exceptions

The provisions of this Policy do not apply to the possession of weapons or firearms by Eureka College Police Department Officers while on duty, or at any Eureka College-sponsored activity *if the possession of weapons or firearms is related to one of the following exceptions:*

A. The weapon or firearm is used in connection with a course or weapons education course offered in the regular course offered in the regular course of business or approved and authorized by Eureka College

B. The weapon or firearm is carried by a full-time law enforcement officer required to carry a weapon or firearm as a condition of his or her employment; the weapon or firearm is carried by an enforcement officer from an external agency conducting official business at Eureka College; or any other exception is deemed necessary as determined by the Eureka College in consultation with the Eureka College Police Department/Chief of Police.

Signage

Eureka College shall determine placement of clearly and conspicuously posted signs at all building and restricted parking area entrances stating that concealed firearms are prohibited. Signs shall be in accordance with the design approved by the Illinois State Police.

Enforcement

Eureka College Police Department shall be responsible for the development and promulgation of procedures and protocols for storage and confiscation of weapons.

The Campus Threat Assessment Team shall be the designee of the President of Eureka College responsible for reporting to the Department of State Police any student or visitor who is determined to pose a clear and present danger.

Any student found to have carried a weapon or firearm onto the property of Eureka College, or found to be carrying a weapon or firearm under circumstances in which the student should have known that he or she was in possession of a weapon or firearm, may be subject to disciplinary action including but not limited to suspension or immediate dismissal from Eureka College.

Any employee including faculty or staff member found to have carried a weapon or firearm onto the property of Eureka College, or found to be carrying a weapon or firearm under circumstances in which the employee should have known that he or she was in possession of a weapon or firearm, may be subject to discipline up to and including, but not limited to, immediate termination of employment, subject to such other employment rules or regulations in place.

Any individual visiting or conducting business on the property of Eureka College found to have carried a weapon or firearm onto the property of Eureka College, or under circumstances in which the person should have known that he or she was in possession of a weapon or firearm, may be banned from Eureka College immediately.

CRIME STATISTICS

Eureka College collects annual crime data in order to meet compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This survey is prepared in conjunction with data from the Eureka College Campus Police Department, Woodford County Sheriff's Department, and the Eureka City Police Department. An email notification is sent out annually to all students, staff, and faculty in order to provide information on where the Annual Security Report can be located on the Eureka College website. This information is also accessible to prospective students and community members.

FIRE SAFETY REPORT

Eureka College takes fire safety very seriously. Fire extinguishers, fire alarm systems, and other fire prevention and protection equipment are provided in all campus facilities as a safeguard for lives and property. The rendering of a false alarm is prohibited by College regulations as well as Illinois law. Tampering with fire alarms, extinguishers, hoses, exit signs, sprinkler systems, and other equipment is punishable with a fine as well as disciplinary action up to and including expulsion from the College.

FIRE REPORT DEFINITIONS

The Higher Education Opportunity Act (HEOA) of 2008 requires institutions of higher education that provide campus housing to report fire safety information and data in the Annual Fire Safety Report. Terminology that could be used in this report is defined below; definitions are taken from the Handbook for Campus Safety and Security Reporting.

Fire - for the purposes of the HEA, is any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Official - any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

Cause of Fire - the factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

Fire Drill - a supervised practice of a mandatory evacuation of a building for a fire. Disclose the number of fire drills held during the previous calendar year for each on-campus student housing facility. If no fire drills were held for a facility during this time period, you must indicate this. The requirement for a fire drill cannot be met by a false alarm that leads to the evacuation of a building, even if the evacuation is supervised. A drill involves planning, supervision and evaluation.

Fire-Related Injury - any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term "person" may include students, employees, visitors, firefighters or any other individuals.

Fire-Related Death - any instance in which a person (1) is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or (2) dies within one year of injuries sustained as a result of the fire.

Fire Safety System - any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

Value of Property Damage - the estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

FIRE SAFETY POLICIES

Smoking and/or vaping is not permitted in any residence hall (or other building) on campus. Students are permitted to smoke outside, but must be at least 15 feet from the building. Smoking receptacles are located near most buildings on campus.

All students should take necessary safety precautions in order to help prevent a fire from starting. This includes, but is not limited to:

- ▶ Use surge protectors whenever possible.
- ▶ Extension cords must be UL approved.
- ▶ Do not run additional extension cords and/or surge protectors from another extension cord or surge protector.
- ▶ Do not run electrical cords under rugs/carpeting.
- ▶ Do not burn candles in the residence halls at any time.
- ▶ Do not burn incense in the residence halls at any time.

Students are encouraged to utilize community kitchen areas in the residence halls (Arnold Hall and Gunzenhauser Hall). Students are also able to do some cooking in their residence hall rooms; they just need to exercise safety precautions and be aware of what is/is not allowed. All electrical devices used in the residence halls must be UL approved and in good working condition. The following cooking appliances are prohibited in residence hall rooms:

- ▶ Hotplates or anything with an open coil
- ▶ Toasters
- ▶ Toaster Ovens
- ▶ Camp stoves
- ▶ Foreman-style grills
- ▶ Grills (gas or charcoal) and/or propane tanks and/or lighter fluid

Space heaters are prohibited on campus, unless they have been supplied by the Facilities Department due to a heating issue.

TO REPORT A FIRE

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In case of a large fire or explosion, immediately activate the nearest fire alarm and call Eureka/Goodfield Fire Department at 911. All calls are routed through Woodford County Dispatch Center, where Eureka College Police Department will be notified promptly. When a fire alarm sounds, leave the building immediately. Complete evacuation is mandatory when a fire alarm sounds or when directed to do so by College Professional Staff. Individuals who violate this police are subject to disciplinary action. Fire doors and fire escapes are to be used only in case of an emergency.

FIRE DRILLS

Resident Life will work with the Eureka Goodfield Fire Protection District in order to hold occasional fire drills. All residential students receive instruction at their first floor meeting each semester on fire alarm procedures and floor meeting locations.

FIRE LOGS

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The Higher Education Opportunity Act of 2008 requires that Eureka College maintain a record of any fire reported to a campus official which occurs in an on-campus student housing facility. To keep the community informed, the Eureka College Police Department will continually update the fire log with the following information:

- Date the fire was reported
- Date and time of the fire
- Nature
- General location

As with the crime log, Eureka College Police Department will make additional information available. Please contact the Director of Campus Police at 309-467-6408 for assistance.

FUTURE IMPROVEMENTS

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Eureka College plans to continue upgrades to current facilities with upgrades alarms and alarm monitoring systems.

FIRE SAFETY EQUIPMENT

All residence halls are equipped with a fire alarm system, fire extinguishers, fire sprinkling equipment, and other fire protection equipment as a safeguard for lives and property. Tampering with any fire equipment (including tampering with and/or removing smoke alarms), as well as rendering a false alarm, is prohibited by the College as well as Illinois law and is punishable by a fine plus disciplinary action, including possible expulsion from the College. Burning candles is also a violation of College policy, even during short or long term power outages, and can result in disciplinary action.

EVACUATION PROCEDURES (Residence Halls)

See our EC Emergency Response Plan for more detailed procedures regarding fire. When a fire alarm goes off, RA's should evacuate their floors as quickly and as safely as possible. As RA's exit the building, they should knock on doors. Residents should meet at their floor meeting spot; residents should be aware of where this location is. If the weather is bad, residents will be relocated to a nearby building.

The Office of Student Life professional staff member on-call will be notified of the alarm by the alarm company, if it is on the residential side of campus. They should be updated on information regarding the situation when they arrive. All residents should stay out of the building until the OK has been given by either the police, fire department, or a member of the Office of Student Life Staff.

CRIME STATISTICS

Crimes Reported by EC Campus Police and the Office of Student Life (OSL)

Murder/Non-Negligent Manslaughter	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Negligent Manslaughter	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Rape	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Fondling	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Incest	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Statutory Rape	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Robbery	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Aggravated Assault	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	1	0	0
Burglary	2016	0	0	0	0
	2017	0	0	0	0
	2018	4	2	0	0
Motor Vehicle Theft	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0

Crimes Reported by EC Campus Police and the Office of Student Life (OSL) Continue

Arson	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Weapons Referrals	2016	0	0	0	0
	2017	0	0	0	0
	2018	1	0	0	0
Weapons Arrests	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Drug Abuse Violation Referrals	2016	3	3	0	0
	2017	2	2	0	0
	2018	11	11	1	1
Drug Abuse Violation Arrests	2016	3	1	0	2
	2017	0	0	0	0
	2018	0	0	0	0
Liquor Law Violation Referrals	2016	10	10	0	0
	2017	3	2	0	4
	2018	16	16	1	0
Liquor Law Violation Arrests	2016	0	0	0	0
	2017	0	0	0	0
	2018	1	1	0	0
Domestic Violence	2016	0	0	0	0
	2017	0	0	0	0
	2018	3	3	0	0
Dating Violence	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
VAWA	2016	0	0	0	0
	2017	0	0	0	0
	2018	1	1	0	0
Stalking	2016	0	0	0	0
	2017	0	0	0	0
	2018	1	1	0	0

Crimes Reported by Eureka City Police /Woodford County Sheriff's Dept.

CRIME CATEGORIES	YEAR	EUREKA, IL	WOODFORD COUNTY
Criminal Homicide	2016	1	1
	2017	0	0
	2018	NA	NA
Rape	2016	1	6
	2017	3	11
	2018	NA	NA
Robbery	2016	0	0
	2017	1	1
	2018	NA	NA
Aggravated Assault/Aggravated Battery	2016	8	15
	2017	17	32
	2018	NA	NA
Burglary	2016	10	44
	2017	8	38
	2018	NA	NA
Theft	2016	43	191
	2017	42	215
	2018	NA	NA
Motor Vehicle Theft	2016	2	11
	2017	5	16
	2018	NA	NA
Arson	2016	1	3
	2017	0	0
	2018	NA	NA
Human Trafficking Sex Acts	2016	0	0
	2017	0	0
	2018	NA	NA
Human Trafficking Servitude	2016	0	0
	2017	0	0
	2018	NA	NA
Drug Arrests	2016	0	174
	2017	0	65
	2018	NA	NA
Domestic Offenses Reported	2016	0	39
	2017	0	56
	2018	NA	NA
<p><i>*The statistics reported above reflects those reported on the Illinois State Police Website: http://www.isp.state.il.us/crime/ucrhome.cfm</i></p>			

Hate Crimes Reported by Eureka City Police Department and Woodford County Sheriff's Dept.

HATE CRIME CATEGORY	YEAR	RACE		RELIGION		ETHNICITY		NATIONAL ORIGIN		GENDER		DISABILITY		SEXUAL ORIENTATION		GENDER IDENTITY	
		EC	WC	EC	WC	EC	WC	EC	WC	EC	WC	EC	WC	EC	WC	EC	WC
Murder/Non-Negligent Manslaughter	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Arson	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage/Vandalism of Property	2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*Location codes are as follows: EC = Eureka City WC = Woodford County

Fire Report

RESIDENTIAL FACILITIES	YEAR	TOTAL # FIRES	CAUSE OF FIRE	# INJURIES THAT REQUIRED MEDICAL TREATMENT	# FATALITIES	VALUE OF PROPERTY DAMAGE
Alumni Court 807 S. Henry St.	2016	0		0	0	0
	2017	0	N/A	0	0	0
	2018	0	N/A	0	0	0
Arnold Hall 507 Reagan Dr.	2016	0		0	0	0
	2017	0	N/A	0	0	0
	2018	0	N/A	0	0	0
Founders Court: Darst Hall 722 S. Henry St.	2016	0		0	0	0
	2017	0	N/A	0	0	0
	2018	0	N/A	0	0	0
Founders Court: Deweese Hall 722 S. Henry St.	2016	0		0	0	0
	2017	0	N/A	0	0	0
	2018	0	N/A	0	0	0
Founders Court: Ford Hall 722 S. Henry St.	2016	0		0	0	0
	2017	0	N/A	0	0	0
	2018	0	N/A	0	0	0
Founders Court: Myers Hall 722 S. Henry St.	2016	0		0	0	0
	2017	0	N/A	0	0	0
	2018	0	N/A	0	0	0
Gunzenhauser Hall 709 S. Burgess St.	2016	0		0	0	0
	2017	0	N/A	0	0	0
	2018	0	N/A	0	0	0
Langston Hall 409 Reagan Dr.	2016	0		0	0	0
	2017	0	N/A	0	0	0
	2018	0	N/A	0	0	0

2017 Population: 43,185
 2016 Population: 43,085



Woodford County

Index Crime Offenses/Crime Rate Comparison 2017/2016

Year	Total Index Crime Offenses	Criminal Homicide	Rape	Robbery	Agg Assault Agg Battery	Burglary	Theft	Motor Vehicle Theft	Arson	Human Trafficking Sex Acts	Human Trafficking Servitude
2017	313	0	11	1	32	38	215	16	0	0	0
2016	271	1	6	0	15	44	191	11	3	0	0
2017	(724.8)	(0.0)	(25.5)	(2.3)	(74.1)	(88.0)	(497.9)	(37.0)	(0.0)	(0.0)	(0.0)
2016	(629.0)	(2.3)	(13.9)	(0.0)	(34.8)	(102.1)	(443.3)	(25.5)	(7.0)	(0.0)	(0.0)

Rate per 100,000 is in parentheses.

Index Crime Arrest Rate Comparison 2017/2016

Year	Total Index Crime Arrests	Criminal Homicide	Rape	Robbery	Agg Assault Agg Battery	Burglary	Theft	Motor Vehicle Theft	Arson	Human Trafficking Sex Acts	Human Trafficking Servitude
2017	79	0	4	1	32	7	27	8	0	0	0
2016	31	1	3	0	13	4	9	0	1	0	0
2017	(182.9)	(0.0)	(9.3)	(2.3)	(74.1)	(16.2)	(62.5)	(18.5)	(0.0)	(0.0)	(0.0)
2016	(72.0)	(2.3)	(7.0)	(0.0)	(30.2)	(9.3)	(20.9)	(0.0)	(2.3)	(0.0)	(0.0)

Rate per 100,000 is in parentheses.

Drug Crime Arrest Comparison 2017/2016

Year	Rate per 100,000	Total Drug Arrests	Cannabis Control Act	Controlled Substances Act	Hypodermic Syringes/Needle Act	Drug Paraphernalia Act	Methamphetamine Act
2017	150.5	65	29	28	0	8	0
2016	403.9	174	62	55	2	53	2

Domestic Offenses Reported 2017/2016

Year	Domestic Offenses
2017	56
2016	39

Hate Crime Offenses Reported 2017/2016

Year	Hate Crime
2017	0
2016	0

School Incidents Reported 2017/2016

Year	School Incidents
2017	0
2016	3

2017 Population: 43,185
 2016 Population: 43,085



Woodford County

**UCR Reporting Agencies' Index Crime Offenses
 (Excludes State Agencies)**

Agency	V *	Year	Population	Rate per 100,000	Total Index Crime	Criminal Homicide	Rape	Robbery	Aggravated Battery/ Assault	Burglary	Theft	Motor Vehicle Theft	Arson	Human Trafficking Sex Acts Servitude	
WOODFORD CO SO	N	2017	23,442	426.6	100	0	4	0	7	23	60	6	0	0	0
		2016	23,343	479.8	112	0	2	0	2	26	72	8	2	0	0
DEER CREEK PD (MCA)	N	2017	22	0.0	0	0	0	0	0	0	0	0	0	0	0
		2016	22	0.0	0	0	0	0	0	0	0	0	0	0	0
EL PASO PD	N	2017	2,773	1,190.0	33	0	1	0	3	4	22	3	0	0	0
		2016	2,796	1,466.4	41	0	3	0	4	3	30	1	0	0	0
EUREKA PD	Y	2017	5,393	1,409.2	76	0	3	1	17	8	42	5	0	0	0
		2016	5,388	1,224.9	66	1	1	0	8	10	43	2	1	0	0
GOODFIELD PD (MCA)	N	2017	780	9,871.8	77	0	0	0	0	0	77	0	0	0	0
		2016	720	7,222.2	52	0	0	0	1	5	46	0	0	0	0
MINONK PD	N	2017	2,029	1,330.7	27	0	3	0	5	3	14	2	0	0	0
		2016	2,048	N/C	--	--	--	--	--	--	--	--	--	--	--