



**Benedictine
University[®]**

AT SPRINGFIELD

Springfield Campus

Annual Security Report

**Jeanne Clery Disclosure of Campus
Security Policy and Campus Crime
Statistics Act (Clery Act)**

Calendar Year Jan. 1 - Dec. 31, 2014

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**Benedictine University – Springfield Campus
Annual Security Report - Clery Act
Calendar Year Jan. 1 - Dec. 31, 2014**

Benedictine University - Springfield Campus Annual Security Report- Clery Act

A printable version of this Report (PDF document) is accessible at:

<http://www.ben.edu/springfield/student-life/police.cfm>

A hard copy printout of this Report also may be requested by contacting the Benedictine University at Springfield Campus Police Department ("Campus Police").

A Guide to Safety at Benedictine University - Springfield Campus

In 1998, Congress enacted the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (or the "Clery Act", which previously was known as the Crime Awareness and Campus Security Act of 1990). The Clery Act requires colleges and universities receiving federal funding to disclose reported instances of criminal activities on campuses. In addition to the disclosure of campus crime statistics, the Clery Act requires that timely warnings of criminal activity be disseminated to the campus community, as well as the disclosure of various campus policies. For more information on the Clery Act, please visit the Campus Security Web Site of the U.S. Department of Education, Office of Post-secondary Education, at <http://www2.ed.gov/admins/lead/safety/campus.html>. The Clery Act is intended to assure that students and their families, as higher education consumers, have access to accurate, complete, and timely information about safety on campus so that they can make informed decisions.

Campus SaVE Act and Title IX

The Campus Sexual Violence Elimination Act (Campus SaVE) refers to the recent Violence Against Women Act (VAWA) amendments to the Clery Act. This is an update to the Clery Act, expanding the scope of this legislation in terms of reporting, response, and prevention education requirements around rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking. In addition, a new training requirement has been established for all incoming students and employees. Benedictine University (the "University") is taking it one step further and is requiring all students, faculty and staff to complete the training. We have contracted with an outside vendor to provide us with online training.

Title IX of the Education Amendments of 1972 (Title IX) is a federal civil law that prohibits discrimination on the basis of sex in education programs and activities. Under, Title IX, discrimination on the basis of sex can include sexual harassment or sexual violence, such as rape, sexual assaults, sexual battery, and sexual coercion.

The University prohibits sex discrimination in any form and provides resources for support and complaint resolutions.

Complaints may be directed to the University's Title IX Coordinator:

Title IX Coordinator
Dean of Student Affairs
1500 N. 5th Street
Springfield, IL 62702
217-717-9227
hblandford@ben.edu

Deputy Title IX Coordinator
Athletics Director
1500 N. 5th Street
Springfield, IL 62702
217-718-3470
nbull@ben.edu

Annual Reporting and the Disclosure of Crime Statistics

The Campus Police is responsible for preparing this Report annually as required by the Clery Act. Among the requirements for this Report is the disclosure of statistics about crimes on the Springfield campus. This required statistical information is presented in this Report. The Report also informs individuals as to how to report crime to University officials or local law enforcement agencies on a voluntary and confidential basis.

The University provides notification of the availability of this annual Report through email to all current students, faculty and staff. Notification of the availability of this Report also is posted on the University's website, at <http://www.ben.edu/springfield/>, for all members of the University community, including prospective employees and students. Copies of the Report also may be obtained at the Campus Police located in Angela Hall in Room #015 or by calling the non-emergency telephone number, (217) 306-8031. Prospective employees may obtain a copy from the University's Personnel Resources office by calling (217) 718-5262.

Annual Fire Safety Report

The University prepares and discloses a separate Annual Fire Safety Report for the Springfield campus, and the report can be accessed at: <http://www.ben.edu/springfield/student-life/police.cfm>.

Emergency Warning

The safety of all faculty, staff, students and visitors to our campus is important to the University. The Emergency Response and Recovery Team ("ERRT") developed the Emergency Response and Recovery Plan ("ERRP") for the purpose of preparing the University community for an emergency event or disaster. The University community's adherence to the ERRP guidelines will enable the University to communicate in a timely manner in the event of an emergency or disaster, save lives and reduce potential for additional injury and property damage, meet basic human needs, and restore essential operations and priority services.

The ERRT is assembled and the Emergency Operations Center ("EOC") is activated upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students, employees or guests on campus.

The ERRT members or designees alert and/or notify the campus population and the general public of major emergencies through a combination of the following University Emergency Alerts and Information Notification systems. These systems are:

1. Fire alarms in all campus buildings are automatically activated in the event of a fire or can be activated by a pull station.
2. Broadcast email with the "Importance: High" option (message will appear with a red exclamation point in each user's inbox) and emergency situation details to all Springfield campus faculty, staff and students.
3. Broadcast voicemail with emergency situation details to all users who have a campus voicemail account. Please note that voicemail broadcasts require more time to distribute. The last user may not receive a message for 10-20 minutes after initializing the process.
4. Page every phone on campus.
5. The University website announcement at <http://springfield.ben.edu>.

6. The Switchboard operators at (217) 525-1420 are provided with, and the switchboard message recorded with, the emergency situation details.
7. The University's Emergency Notification Phone Tree. Each University office is responsible for creating and maintaining a phone tree to ensure effective communication of emergency situation details.
8. Residence Life staff will personally contact each resident student through a variety of means including letters, posters and resident assistants.
9. Campus Police vehicles equipped with a public address system and emergency lights.
10. ERRT members will place posters/notices on campus buildings and specifically for health-related incidents, prepare/distribute fact sheets with definitions, a plan and steps taken, including identifying isolation or quarantine areas.
11. The President may issue an email to the internal community and a letter to current and prospective Benedictine parents, alumni and friends of the University.
12. ERRT members and their designees may provide verbal notification by walking around campus to communicate emergency situation details.
13. The Office of Marketing and Communications or designee will update Capitol Radio Group and www.wics.com. They will also update Face Book and Twitter.

These may be updated hourly or daily as needed as details develop. Details may include general information; warnings or notices to have awareness of particular items; the status of classes, activities, and/or the campus or specific buildings; and for health-related incidents, information about relevant signs and symptoms of a health condition, protection and prevention measures, suspected or confirmed cases, isolation or quarantine, areas, and other pertinent items.

Timely Warnings

When a crime that poses a serious or continuing threat to members of the campus community occurs on campus and is reported to law enforcement, the Campus Police, or other campus officials, the ERRT will activate the University's Emergency Alerts and Information Notification systems as described above.

Information regarding minor crimes or non-life threatening incidents (i.e., incidents that do not pose a direct threat to the campus community) will be disseminated at the discretion of the Campus Police in the form of e-mail alerts, reports to the student newspaper and notices posted on exterior doors and bulletin boards. In addition to timely warnings of campus crimes, Campus Police will provide prevention strategies to inform the campus community of actions to take, to ensure a safe environment.

Authority and Jurisdiction of Police Department

The Campus Police is legally authorized by the Illinois Private College Campus Police Act (as amended in 2009), a statute which grants legal authority under state law for private colleges and universities to create their own police departments, with the jurisdiction and powers that are listed in the statute:

Members of the campus police department shall have the powers of municipal peace officers and county sheriffs, including the power to make arrests under the circumstances prescribed in Section 107-2 of the Code of Criminal Procedure of 1963, as amended, for violations of state statutes or municipal or county ordinances, including the ability to control and regulate traffic on the public way contiguous to the college or university property, for the protection of students, employees, visitors and their property, and the property branches, and interests of the college or university, in the county where the college or university is located. .

Chapter 110, Illinois Compiled Statutes Sec. 1020/1

As of the date of this Report, the Campus Police consists of 4 armed, state-certified police officers, with the powers of arrest. Campus security is maintained through vehicle, bicycle and foot patrols, and a 24-hour Dispatch Center, which monitors electronic security and safety equipment. Uniformed Police Services by the University are provided M-F 8:00 A.M.-2:00 A.M. & on Sat.-Sun. 4:00 P.M.-2:00 A.M. The Springfield Police Department handles all requests for police service calls the remaining hours that are not physically covered by the University Police Officers. Springfield Police cover: Mon.-Fri. 2:00 A.M.-8:00 A.M. and Sat.-Sun. 2:00 A.M.-4:00 P.M. During the non uniformed coverage times faculty, staff and students are advised to call 911 for life threatening emergencies. Operating on the concept of Community-Oriented Policing, the Department fosters a positive relationship with the community, providing personal and workplace safety, security training, fire prevention, drug and alcohol awareness, and training for Residence Life staff. All officers are certified in CPR/AED and first aid and maintain ongoing State-certified law enforcement training and development, including domestic violence and conflict resolution strategies.

Campus Police is augmented by area law enforcement agencies, emergency fire and medical services and emergency disaster and recovery organizations. Police Officer's receive ongoing firearms training and must pass annual state firearms qualifications. Campus Police maintain a page on the University's website which provides information on services, anonymous reporting, residence hall safety, Clery Act crime statistics, a monthly newsletter, alternatives to drinking, and traffic enforcement initiatives.

The Chief of Police serves on several University committees that have a direct impact on campus safety, security and violence prevention. Campus Police officers enforce all state criminal statutes as well as the University's Student Code of Conduct, and provide referrals for reports of off-campus crime.

The Campus Police office is located in Angela Hall in Room # 015. The Department's hours are Monday – Friday, 8:00 A.M. - 2:00 A.M. & Saturday-Sunday 4:00 P.M.-2:00 A.M. Uniformed Police officers are physically on campus during these times. Campus Police can be contacted at (217) 306-8031.

Criminal Charges

Criminal charges filed by the Campus Police are heard in the Circuit Court of Sangamon County, located in Springfield, Illinois. Failure to appear for designated court dates may result in the Court issuing a warrant for Criminal Failure to Appear and/or the revocation of bond.

Code of Conduct

Violations of an Illinois state statute, City of Springfield ordinance, or University policy also may be a violation of the University's Student Code of Conduct. Campus Police may refer violators to the Dean of Student Affairs for student disciplinary proceedings, in addition to, or in lieu of, criminal charges. If referred for disciplinary proceedings, the violator must comply with notices to appear to the Dean of Student Affairs or her designated representative. Failure to comply with notices to appear will result in sanctions and/or the pursuit of criminal charges.

Access to Campus Facilities

Buildings (except residence halls) are open to the public when academic classes are in session. After hours, buildings are secured and only persons with authorized access permission can enter or remain in the buildings. Residence halls Mueller, Hanlon and Mueth all have visitation restrictions. Visitors must be chaperoned at all times by a resident student while in the residence hall. The campus is well-lit and inspected daily by Physical Plant to ensure facilities and grounds are safely maintained. A map of the campus (Visitors' Guide) may be accessed on the University's website, at <http://ben.edu/springfield/about/campus.cfm>.

Security hardware and technology consist of a campus-wide master key system for all lockable doors; exterior building and parking lot lighting; a video security system is in the dormitories; emergency call boxes in parking lots and building entrances; fire alarm system; written building access and room opening protocol; posted “No Trespassing” signage at all campus property access points; campus-wide interior and exterior public address system; and photo ID cards for faculty, staff, students, contractors and visitors. All systems are controlled and audited by Physical Plant and the Campus Police.

Unlawful Entry and Trespassing

Persons making or attempting to make unauthorized entry into property owned or controlled by the University or University events are subject to arrest. “No trespassing – official business only” signs are posted at all entrances to the campus and the Campus Police and/or Residence Life staff may issue “no trespass” notices verbally or in writing, delivered in-person or via postal mail. The following conduct is prohibited:

- Unauthorized possession or use of campus keys, access cards or identification cards.
- Violation of published University regulations including those relating to entry and use of University facilities, and any other regulations, which may from time to time be enacted.
- Violation of rules applicable to residence halls and apartments.
- Violation of local, state, or federal laws pertaining to unlawful entry and trespassing.

Rules and Policies Regarding Possession, Use, and Sale of Alcohol

The University seeks to encourage and sustain an academic environment that respects individual freedom and promotes the health, safety and welfare of all members of its community. In keeping with these objectives, the University has established the following policy governing the possession, sale and consumption of alcohol beverages by members of the University community which conform to the laws of the State of Illinois. The University’s alcohol policy and programs are intended to encourage its members to make responsible decisions about the use of alcoholic beverages, and promote safe, legal and healthy patterns of social interaction. The University prohibits:

- The sale and/or distribution of alcoholic beverages unless the alcohol is provided and served by licensed Sodexo Food Services staff.
- The possession and/or consumption of alcoholic beverages by persons under the age of twenty-one on property owned or controlled by the University or as part of any University activity.
- The intentional and knowing selling, or intentional and knowing furnishing (as described by Illinois law) of alcoholic beverages to persons under the age of 21 or to persons obviously inebriated on property owned or controlled by the University or as part of any University activity. Illinois law currently defines “furnish” as “to supply, give, or provide to, or allow a minor to possess on premises or property owned or controlled by the person charged.”
- The consumption of alcoholic beverages by any University students or employees so as to adversely affect academic or job performance and/or endanger the physical well-being of other persons and/or one’s self, and/or which leads to damage of property.
- The possession, sale, distribution, promotion or consumption of an alcoholic beverage in a manner that constitutes a violation of federal, state or local law, including the sale, directly or indirectly, of any alcoholic beverages at a premises or by an entity not licensed for such sales on property owned or controlled by the University or as part of any University activity.
- The possession, sale, distribution, promotion or consumption of alcoholic beverages at any student organization-sponsored event or activity.

The University permits the lawful keeping and consumption, in moderation, of alcoholic beverages on its property or property under its control by persons of legal drinking age (21 years or older) in the Dockson Plaza Apartments.

Alcohol education programs are conducted routinely at the University. Students experiencing difficulties with alcohol or drug use are encouraged to talk with Campus Police, the Dean of Student Affairs, or other members of the University staff.

Illegal Drugs and Drug Paraphernalia

The University prohibits the unlawful manufacture, distribution, dispensation, sale, possession or use of any drug by any of its students, employees in its workplace, on its premises, or as any part of its activities. The use, possession or distribution of any drug, including marijuana, or drug paraphernalia on any University property or as part of a University-sponsored activity, in violation of the law, is strictly forbidden. Anyone violating the law may be turned over to civil authorities for prosecution and will be subject to all of the University's disciplinary procedures. Students should not be in a room where drugs or drug paraphernalia are present. Both Illinois and federal law prohibit the possession and/or distribution of illicit drugs and any student suspected of breaking the law will be subject to University discipline and sanction. Criminal penalties include fines, imprisonment and, in certain cases, the seizure and forfeiture of the violator's property. In addition, federal and other forms of financial aid may be forfeited.

The Benedictine University Alcohol and Drug Policy and additional information is located in the Benedictine University at Springfield Student Handbook at:
<http://www.ben.edu/springfield/studenthandbook.cfm>.

Firearms and Dangerous Weapons

Firearms and dangerous weapons are prohibited on property owned or controlled by the University, and at University-sponsored events. All persons in possession of firearms and/or weapons in violation of University policy or Illinois law are subject to arrest and prosecution. Firearms and dangerous weapons, including but not limited to BB guns, crossbows, facsimile weapons, martial arts devices, paint-ball guns, or any other device deemed dangerous, are not permitted in any University residence facility or any other building, facility, campus, or other property owned or controlled by the University.

Discrimination Prohibited

The University does not discriminate in its admission policies, programs or activities, educational policies, scholarship and loan programs, athletic and other University-administered programs, or employment practices and programs on the basis of age, religion, sex, disabilities, race, color, national ethnic origin, or any other legally protected characteristic. The University fully complies with its non-discrimination obligations under federal and state laws.

The University is committed to maintaining a community in which a diverse population can live and work in an atmosphere of tolerance, civility and mutual respect for the rights and sensibilities of each individual, regardless of difference in economic status, ethnic background, political views or other personal characteristics and beliefs.

Hate Crime Policy

A hate crime is classified by law as a felony offense and is in direct violation of the University's non-discriminatory policies. Therefore the University, in addition to processing hate crimes in accordance with the law, may simultaneously proceed with internal investigatory and disciplinary processes as defined by the Student Handbook. A person commits (a) hate crime(s) when by reason of the actual or perceived race, color, creed, religion, ancestry, gender, sexual orientation, physical or mental disability or natural origin of another individual or group of individuals, he commits assault, battery, aggravated assault, misdemeanor or criminal damage to property, criminal trespass to property, mob action or disorderly conduct, and/or harassment by telephone.

A person who has been a victim of a hate crime may report the crime to the Campus Police (217) 306-8031, a residence hall staff member, the Dean of Student Affairs or an outside community agency. Those who report a hate crime will be advised of the importance of preserving evidence which may be necessary to provide proof for prosecution. Hate crimes will be reported to the Campus Police. The University will provide support services for persons who have been victims of hate crimes. Staff will serve in an advocacy role and help refer individuals for appropriate medical, police, and counseling assistance.

Prevention of Sexual Assault Policy

It is the intent of the University to provide a safe and secure environment for University employees, students and visitors, by establishing preventative measures to avoid or reduce campus violence.

The University is committed to providing a safe learning and work environment for the campus community. The University has a zero tolerance standard with regard to threats and/or violent behavior, whether direct, indirect, implied, or actual conduct by any person, including faculty, staff, students and members of the public. The University will respond promptly and decisively to resolve disruptive or destructive behavior, by means of awareness and educational programming, enforcing University policies, discipline or sanctions of employees and students, and criminal prosecution.

Community policing encourages the campus community to participate actively in campus crime prevention. Throughout the academic year, the Campus Police, together with the Office of Emergency Preparedness provides demonstrations, seminars, informational programming, newsletters and the production and distribution of posters, e-mails and safety brochures on campus crime prevention topics including sexual assault prevention, self-defense, alcohol and drug awareness, on-campus referrals and services, criminal law, and alternatives to drinking initiatives. Additional programming and information is provided on the important subjects of disaster response, evacuations, first aid, CPR, use of AED device, fire safety training, and Campus Police operations. Crime victims are provided information about resources available from external sources.

Sexual Misconduct

The University defines "sexual misconduct" as any attempted or actual act of non-consensual or forcible sexual touching.

"Consent" requires speech or conduct indicating a freely given, uncoerced agreement to engage in sexual contact. Consent may not be inferred from silence or passivity alone and a current or previous relationship is not sufficient to constitute consent. Consent may be withdrawn at any time prior to a specific sexual act by either person.

To be valid, the person giving consent must be physically and mentally able to:

- understand the circumstances and implication of the sexual act;
- able to make a reasoned decision concerning the sexual act; and
- able to communicate that decision in an unambiguous manner.

There are a number of factors which may limit or negate a person's ability to consent to a sexual act. These include impairment due to the influence of alcohol or drugs (illegal or prescription), a person's mental or physical impairment of which the other person is aware or should reasonably have been aware, unconsciousness, and fear or coercion.

Sexual Assault Victim Reporting Policy

A person who has been a victim of sexual assault is strongly encouraged to report the crime to the Campus Police (217) 306-8031, a residence hall staff member, the Dean of Student Affairs, or an outside community agency such as the Prairie Center Against Sexual Assault Hotline at 217-753-8081. The University provides support services for persons who have been victims of sexual assault. Staff will serve in an advocacy role and help refer individuals for appropriate medical, police, judicial and counseling assistance. Upon request, assistance will be provided in changing academic schedules and living arrangements.

Even if a victim decides not to file a criminal complaint with the Police Department, it is recommended that the individual contact a University or community resource to obtain support. Victims are entitled to confidential services either on or off campus, whether or not charges are pressed. Resources both on campus and in the community are:

On-Campus Resources

Campus Police in Angela Hall Room #015 (217) 306-8031

Off-Campus Resources

Sangamon County	Prairie Center Against Sexual Assault	217-753-8081
	Sojourn Services (for teens)	217-726-5100

State's Attorney

200 S. Ninth, Room 402	217-753-6690
Springfield, IL 62701	
Victim/Witness Advocates	217-753-6696

The Bill of Rights for Victims and Witnesses of Violent Crime is an Illinois law that ensures fair and compassionate treatment for victims and witnesses of violent crime. The law guarantees two basic rights to crime victims and witnesses—the right to obtain information from the criminal justice system, and the right to be treated in a humane way by the system.

Illinois Domestic Violence Act: Rights of Victims

Domestic violence is a crime. Any person, who hits, chokes, kicks, threatens, harasses or interferes with the personal liberty of another family or household member has broken the Illinois Domestic Violence law. Under Illinois law family or household members are defined as:

- family members related by blood;
- people who are married or used to be married;
- people who share or used to share a home, apartment, or other common dwelling;
- people who have or allegedly have child in common or a blood relationship through a child in common;
- people who are dating or engaged or used to date, including same sex couples; and
- people with disabilities and their personal assistants.

(Excerpt from the Illinois Domestic Violence Act webpage, Illinois Attorney General)

Domestic violence consists of physical assault, sexual abuse and stalking. The violence takes many forms and can happen all the time or once in a while. If you are in an abusive situation, you are urged to seek help.

For employees who may have been a victim of domestic or sexual violence, or who have a family member who has been a victim of domestic or sexual violence, the University fully complies with the Illinois Victims' Economic Security and Safety Act (VESSA), which gives employees affected by domestic violence certain rights for leaves of absence, protective measures in the workplace, and reasonable accommodations. More information about the University's VESSA policy may be obtained from Personnel Resources.

Disciplinary Process Sexual Assault Policy

Students accused of sexual misconduct will be subject to disciplinary action in accordance with the University's policies and procedures for student misconduct. At the discretion of the University, persons accused of sexual misconduct may be immediately suspended or restricted from campus pending final disposition of any disciplinary proceedings. Individuals found to have committed sexual misconduct will be subject to sanctions, up to and including dismissal from the University.

In addition to student disciplinary action, persons accused of sexual misconduct may be subject to criminal prosecution by the law enforcement agency with appropriate jurisdiction in that case. In the course of a criminal investigation or prosecution, the University may choose or may be required to provide information and records related to its disciplinary proceeding involving the same conduct. However, the University's student disciplinary process is independent of and not dependent upon any criminal process. The decision to prosecute or not prosecute and the ultimate outcome of any criminal proceedings do not determine the University's student conduct proceedings.

Similarly, the University's decisions with respect to the continued employment of any employee (faculty or staff) accused of sexual misconduct will be made independently of the filing or disposition of any criminal charges involving the same conduct.

Sanctions

The following sanctions may be imposed upon any student found to have violated the standards as defined in the Benedictine University Student Handbook. This does not and cannot include all information that may lead to sanctions. Sanctions are defined and imposed as follows:

A. Warning: A written statement to the student indicating disapproval of their conduct or violation of regulations, and stipulating that continuation or repetition of such action may be cause for more severe judicial action.

B. Restitution: Reimbursement for damage to or mishap of property. Restitution may take the form of monetary compensation or the appropriate service to repair damages and may be combined with another type of sanction.

C. Monetary Fine: Financial assessment imposed according to specific sums stipulated in published rules and regulations, or when no sum is so stipulated, according to the merits of the case and established precedents.

D. Disciplinary Probation: The student is informed in writing that any subsequent misconduct or violation of institutional regulations during a specified period of time will be evaluated within the context of their probationary status and may result in suspension or expulsion. The terms of probation apply during the period of probation and may include any of the following:

1. May not become an officer or student representative in any University organization or committee.
2. May not represent the University at any public function, including intercollegiate or co-curricular activities.
3. May not be eligible for scholastic honors or distinctions.

E. Counseling or Psychological Treatment Mandate: If deemed necessary due to physical or psychological problems, a student can be required to provide a release of information form to verify psychological/substance abuse/evaluation and may have further treatment mandated as a condition of enrollment.

F. Residency Probation: The student is informed in writing that their general behavior in the residence hall indicates that they are not able to appropriately adjust to group living, and that any subsequent misconduct or violation of institutional regulations may result in the termination of their residence hall contract. In such cases, room and board charges will not be prorated or refunded.

G. Community Service: The student will be assigned a task to complete that will, on many occasions, relate to the inappropriate behavior. A time frame will be set up for the completion of this task and the student will be assigned a supervisor to whom to report.

H. Behavioral Contract: A contract between the student and the University that limits student activities and spells out specific consequences for violation of the contract may be issued.

I. Special Projects: An assignment relating to the offense may be issued as a possible sanction.

J. Suspension: The student is informed in writing they must leave the University community temporarily. Suspension shall be interpreted to include any or all of the following stipulations: the student may not attend classes, contact faculty, reside on campus or visit residence halls, frequent campus facilities, and participate in campus activities or exercise student privileges. Suspension may be specified as follows:

1. Terms: suspension may be stipulated for a specified period of time. After the suspension period, the student is automatically eligible for readmission.

2. Conditional: suspension may be stipulated for an indefinite period of time premised on the student's accomplishment of certain specified conditions.

3. Interim: the University reserves the right to suspend a student on an interim basis when circumstances and facts indicate the student's continued presence on the campus constitutes an unreasonable danger to institutional property, the student or others. Interim suspension may be interpreted to permit all of the stipulations stated above, or may permit students to continue attending classes while they are suspended from representing the University in extracurricular activities, including intercollegiate athletics.

K. Expulsion: The student is informed in writing that they are permanently separated from the University.

Registered Sex Offender Information

A link to the Illinois Sex Offender Registry can be found on the Campus Police pages of the University web site at <http://www.isp.state.il.us/sor/>. This information can also be located through the Illinois State Police (ISP) web site. All registered sex offenders must register themselves with the Campus Police if they intend on becoming a student. The Campus Police frequently search the ISP web site for registered sex offenders living off campus, in the general vicinity of the University and as a matter of preemptive intelligence gathering.

Sexual Harassment Policy

Students are strongly encouraged to report all incidents of sexual harassment. The University will conduct an appropriate and discreet investigation of all reports of sexual harassment. The details of the investigation will be kept as confidential as feasible, consistent with University policies and applicable federal, state and local laws.

- Complaints of sexual harassment by a University executive, faculty member, staff member, or teaching assistant are reported to and investigated by the employee's immediate supervisor, or the Personnel Resources Coordinator or any other senior University official. (If any person to whom the report would be directed is involved in or associated in any way with the alleged conduct, the report must be directed to another senior official who is not involved.)
- Complaints of sexual harassment by a student are reported to and investigated by the Office of the Dean of Student Affairs. (If any person to whom the report would be directed is involved in or associated in any way with the alleged conduct, the report must be directed to another senior official who is not involved.)
- An appropriate and timely response to each complaint will be provided.
- No individual who makes a good faith report shall be subjected to retaliation, including harassment or any adverse employment, academic or educational consequence, as a result of making a report.

Discriminatory Harassment Policy

The University is responsible for creating an environment where we are treated with respect and dignity. Sometimes behavior that seems acceptable to you may be offensive to others. Any harassment or false accusations of harassment, of or by employees or students, is not acceptable. The University prohibits harassment on the basis of sex, race, religion, age, national origin, disability, sexual orientation, or membership in any other group, or any characteristic, protected by law, including the following behaviors:

- Unsolicited remarks, gestures, or physical contact; display or circulation of written material or pictures negative or offensive to gender or to racial, ethnic, religious or other groups, or to any characteristic, protected by law;
- Unwelcome sexual advances, request for sexual favors, and all other verbal or physical conduct of a sexual or otherwise offensive nature, especially where submission to such conduct is made either explicitly or implicitly a term or condition of employment or academic advancement or status, or the basis for employment-related decisions affecting the employee or decisions affecting the individual's academic advancement or status; or
- Conduct that has the purpose or effect of interfering with an employee's work or academic performance or creating an intimidating, hostile, or offensive working or learning environment.

Enforcement of Prohibitions

Harassment of any sort is a serious breach of University policy. The University will take prompt and appropriate corrective action, up to and including termination of employment, expulsion and/or other sanctions against anyone who engages in harassment. If you believe you have been the subject of harassment (or a violation of the University's Equal Employment Opportunity policy), report the alleged conduct immediately to the Personnel Resources Coordinator, Campus Police, the Office of the Dean of Student Affairs, or any other senior University official. The University prohibits any form of retaliation against any employee or student for filing a complaint or for assisting in a complaint investigation.

Violation of Law and University Discipline

Campus Police seek to maintain a safe and secure campus environment. The Campus Police has authority to enforce state and local criminal and traffic laws, as well as University policies.

At the discretion of the Campus Police Officer, based on the seriousness of the offense, violations of the law may result in custodial arrest and criminal charges brought against any student, faculty, staff, guest or visitor. The Springfield Police Department also has jurisdiction to make arrests on campus, should the Springfield Police become aware of a criminal offense.

Campus Police may also issue administrative citations for violations of Illinois law or for violations of the Student Code of Conduct including but not limited to those violations involving the use or possession of drugs and alcohol. The same violations may be brought to the attention of the Dean of Student Affairs or the Resident Life Manager. Faculty and staff conduct violations are brought to the attention of the Personnel Resources Coordinator.

Student Life Conduct Process – Conflict Resolution Procedure

Failure to abide by your responsibilities and any University policies and procedures will be resolved through the Student Life Conduct Process. Many times misconduct can be resolved informally, but situations may require a more formal procedure. The procedure is grounded in the concept of fairness and impartiality, thereby supporting the values of our community by addressing misconduct in a constructive and positive way. If University action is warranted, a student will receive a phone call and/or email to their student email account notifying them that a conversation is required. The following options will be considered by the Office of Student Life:

Mediation - Incidents may be resolved through mediation – a voluntary, private and informal process.

Hearings - Two kinds of hearings are possible: an administrative hearing (appointed University officials) and panel hearing (representatives of the student body, faculty and administration act as panel hearing members). The purpose of the hearings is to come to an understanding of the misconduct by the student(s), determine responsibility and remedies. Hearings can be used to resolve minor disciplinary matters or more serious matters (not limited to theft, dangerous weapon possession, misuse of fire protection equipment, sexual assault, illicit use of drugs and repetitious misconduct) that may result in a student being suspended or dismissed from the University or residence halls. Hearings may be conducted by a designated hearing officer or board depending on the incident as determined by the Office of Student Life.

Hearing Process - Students are expected to obtain further details if they attend a hearing. The hearings will follow appropriate procedures to ensure a fair process, and parties will have the opportunity to present any facts to substantiate the claim, including witnesses.

Hearings will proceed in the absence of a respondent who was given proper notice, who does not request a postponement and who does not attend the hearing. No parent, guardian, legal counsel or person outside of the University community is allowed to appear at the hearing, except if criminal proceedings are occurring simultaneously.

To ensure a fair process, parties may request that community members assist and participate in the investigation and hearing process. Students, faculty or staff who agree to assist and/or attend the hearing with the party but do not speak at the hearing shall provide such assistance. In the event a party is unable to locate someone to act in this capacity, they may request the assistance from the Office of Student Life. The administrator or Hearing Panel will be responsible for assigning a remedy in the event it finds that a violation of the Statement of Responsibilities or University policy has taken place. Consideration of a student's entire disciplinary record at the University will be taken into account when designing an appropriate sanction.

Appeal Process - A student may appeal a decision made by a hearing concerning the finding of a violation or the remedy imposed within five days of notification of a decision. To do so, the student must deliver a written explanation on the grounds upon which the appeal is made to the Office of Student Life. The burden of demonstrating an inequity in the hearing or remedy shall lie with the student. The responsibility of making a final decision will rest with the Office of Student Life.

Student Off-Campus Criminal Conduct

A student attending a University-sponsored function off campus is subject to the same standards of conduct as those expected on campus. Because the University is located within a community, any University student who has violated criminal laws also may be subject to University judicial proceedings. Violations of local, state or federal laws on campus may also result in the filing of criminal charges.

Reporting of Criminal Offenses, Emergencies, and Voluntary Confidential Reporting

For a life threatening event, dial **9-1-1**, for the Springfield Police/Fire Departments. The Springfield Police Department is located at 800 E. Monroe St., Springfield, Illinois 62702.

You may also dial **217-306-8031**, for the Campus Police to report a medical emergency, criminal act, suspicious person or incident. The Campus Police is located in Angela Hall Room #015. The Department's mailing address is Benedictine University at Springfield Police Department, 1500 N. Fifth St., Springfield, Illinois 62702.

There are 2 emergency call boxes located on campus. When activated, you can speak directly to the Emergency Dispatch Center, to report your concern. Emergency Dispatch center will contact Campus Police.

If you have specific information regarding a serious crime on or off campus, you can call Crime Stoppers anonymously at 1-800-222-TIPS and may receive a reward up to \$1,000. More information may be obtained at the Sangamon County Crime Stoppers by logging in at <http://www.cashfortips.us/>.

A "Silent Witness" link is found on the web pages of the Campus Police. You may confidentially report any crime, concern, misdeed or emergency. <http://www.ben.edu/springfield/student-life/police.cfm>

You may also report a crime or emergency to any faculty or staff member, who will contact the appropriate authority. You may specifically contact **Ronald Boris, Chief of Campus Police**, 217-717-9251, or **Holly Rae Blandford, Dean of Student Affairs**, 217-717-9227. You may report a crime or concern in-person, via e-mail, telephone call, or US Mail. You may report anonymously, request anonymity, or voluntarily identify yourself, if you chose.

Resident students may report criminal acts, or emergencies to the Resident Assistant, Resident Manager, Dean of Student Affairs and Campus Police.

Crime Prevention Awareness and Personal Safety Education

Community policing encourages the campus community to participate actively in campus crime prevention. Throughout the academic year, the Campus Police, together with the Office of Emergency Preparedness provides demonstrations, seminars, informational programming, newsletters and the production and distribution of posters, e-mails and safety brochures on campus crime prevention topics including sexual assault prevention, self-defense, alcohol and drug awareness, on-campus referrals and services, criminal law, and alternatives to drinking initiatives. Additional programming and information is provided on the important subjects of disaster response, evacuations, first aid, CPR, use of AED device, fire safety training, and Campus Police operations. Crime victims are provided information about resources available from external sources.

Missing Student Notification Policy

This policy contains the official notification procedures for the University concerning missing students who reside in on-campus housing, in accordance with the requirements of the Higher Education Opportunity Act of 2008 (HEOA). The purpose of this policy is to promote the safety and welfare of members of the University community through compliance with HEOA requirements. This policy is mandatory and must be adhered to by all University faculty, staff, and students.

1. In the event that a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she shall immediately notify the Campus Police at **217-306-8031**. The Campus Police will generate a missing person report and initiate an investigation. In addition, the Campus Police will report the missing person to appropriate staff on campus.
2. During the course of the investigation, staff will determine if the student has been missing more than 24 hours. In such event, the Campus Police will confer with the surrounding law enforcement agency and the student's emergency contact no later than 24 hours after the student is determined to be missing for more than 24 hours. If the missing student is under the age of 18 and is not an emancipated individual, staff will notify the student's parent or legal guardian immediately after they determine that the student has been missing for more than 24 hours.

3. In addition to registering emergency contacts, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by the University in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, the University will notify that person no later than 24 hours after the student is determined to be missing for more than 24 hours. Students who wish to identify a confidential contact can do so by completing the appropriate paperwork during check-in procedures.
4. This policy is effective from the date of issuance and will be made available to all members of the campus community. The policy is located http://www.ben.edu/springfield/upload/missing_notification.pdf.

Policy Statement Addressing Counselor Confidentiality

All information with regards to counseling remains confidential, except in situations where there is a threat to life and safety. The Student Assistance Program (SAP) prohibits the release of any information without explicit, informed and written authorization. SAP works closely with the Early Alert Team. Information on the Student assistance can be found at: <http://ben.edu/springfield/student-life/sap.cfm>. Campus Police, Campus Ministry and outside professional agencies try to minimize any threat to one's self and the entire internal and external campus community.

Security Awareness Programs

ERRT is responsible for numerous campus safety and violence prevention programming, to include the development and maintenance of the ERRP, the Emergency Operation and Business Continuity Plan, Campus Violence and Prevention Plan, mass emergency communications initiatives, and community training and awareness. The ERRT is charged with developing and updating plans to prepare the University community for the event of an emergency or disaster. Through consistent promotion, educational training, and awareness campaigns, the ERRT hopes to save lives, reduce injuries, minimize property damage, and assure and facilitate the restoration of essential operational and priority services. The keys to an effective Emergency Operations Plan are to communicate in a timely manner when an emergency or disaster is identified, and to train as many community members as feasible in the procedures for emergencies and disasters, and recovery.

The ERRP is presented in an easily recognized document, the first page of which has approximately 19 horizontal strips in different bright colors. Each colored strip is the first page of a separate section of the ERRP and the strip identifies the subject of each section. The ERRP is displayed throughout every campus building, posted on the University website, and is made available in hard-copy to all community members. Highlighted in the ERRP are the following topics: Definition of Emergency and Disaster; General Guidelines; Responsibilities; Emergency Alerts and Information Notifications; Evacuation; Behavior Assessment Reporting Guidelines, Fire, Bomb Threats, Workplace/Classroom Violence; Severe Weather; Utility Failure; Hazardous Material Accidents; First Aid; Release of Information; Automated External Defibrillator; Lightening and Tornado procedures.

The Benedictine Emergency Response and Recovery Plan for 2014-2015 can be located at: http://www.ben.edu/emergency/upload/Springfield_ERRT_14-15_final.pdf.

Crime Statistics/Crime Log

The Campus Police, in accordance with the Clery Act, maintains a daily Crime Log, and prepares and distributes statistics annually on all reported occurrences of the offenses below. The Clery Act requires the annual publication of crime statistics for the previous three calendar years.

Pursuant to the Clery Act, the crime statistics include reports of arrests for, and disciplinary actions arising from selected crimes. Crime that occur on campus (including in residence halls), areas contiguous to University property (including on the public way), and hate crimes are included. Alcohol and drug incidents, and sexual assaults, also can be located in the report.

Collection of Statistics

The Chief of Campus Police directs and is responsible for the gathering of crime statistics annually from the Campus Police and Springfield Police Department crime and incident reports.

Campus Security Authorities

Ronald Boris, Chief of Police

Mike Bromberg, President

Amy Cosgriff, Education Department

Gwen Bauman, Department of Natural and Computational Sciences

Dave Holland, Department of Natural and Computational Sciences

Amy Lakin, Department of Arts and Letters

Julia Leischner, Department of Natural and Computational Sciences

Marianne Stremsterfer, Department of Arts and Letters

Holly Rae Blandford, Dean of Student Affairs

Susan Boehler, Senior Director of Retention and Student Success

Nikki Bull, Director of Athletics

Crime Definitions

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary for an injury to result when a gun, knife or other weapon is used in the commission of the crime.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Disciplinary Referrals: Incidents in which a student was not arrested but was referred for campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.

Drug Law Violation: Violations of State and local laws related to the possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include; opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone(s)); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Hate Crimes: A hate crime is classified by law as a felony offense and is in direct violation of the University's non-discriminatory policies. A person commits (a) hate crime(s) when by reason of the actual or perceived race, color, creed, religion, ancestry, gender, sexual orientation, physical or mental disability or natural origin of another individual or group of individuals, he commits assault, battery, aggravated assault, misdemeanor or criminal damage to property, criminal trespass to property, mob action or disorderly conduct, and/or harassment by telephone.

Liquor Law Violation: The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still, furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; or any attempts to commit any of the foregoing violations. **Note: this list does not include public drunkenness and driving under the influence.**

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned-including joyriding.)

Murder and Non-negligent Manslaughter: The willful (non-negligent) killing of one human being by another.

Negligent Manslaughter: The killing of another person through gross negligence.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Sex Offense Forcible (F): Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent: forcible rape; forcible sodomy; sexual assault with an object; and forcible fondling.

Sex Offense Non Forcible (N): Unlawful, non-forcible sexual intercourse: incest; statutory rape.

Simple Assault: Assaults and attempted assaults where no weapon was used and which did not result in a serious or aggravated injury to the victim. (Currently, this crime category only applies to hate crimes.)

Weapon Law Violation: The violation of laws or ordinances regulating weapons.

Crime Statistics Reporting Table

Crimes Reported	Year	Campus Residential Facilities	On Campus, Non-residential	Non campus building or property	Public Property	Total	Hate Crimes
Aggravated Assault	2011	0	0	0	0	0	0
	2012	0	0	0	0	0	0
	2013	0	0	0	0	0	0
Arson	2011	0	0	0	0	0	0
	2012	0	0	0	0	0	0
	2013	0	0	0	0	0	0
Burglary	2011	1	1	0	0	2	0
	2012	1	0	0	1	2	0
	2013	2	0	0	1	3	0
Manslaughter Negligent	2011	0	0	0	0	0	0
	2012	0	0	0	0	0	0
	2013	0	0	0	0	0	0
Murder & Non-Negligent Manslaughter	2011	0	0	0	0	0	0
	2012	0	0	0	0	0	0
	2013	0	0	0	0	0	0
Motor Vehicle Theft	2011	0	0	0	1	1	0
	2012	0	0	0	0	0	0
	2013	0	0	0	0	0	0
Robbery	2011	0	0	0	0	0	0
	2012	0	0	0	0	0	0
	2013	0	1	0	3	4	0
Sex Offenses Forcible	2011	0	0	0	0	0	0
	2012	0	0	0	0	0	0
	2013	0	0	0	0	0	0
Sex Offenses Non-Forcible	2011	0	0	0	0	0	0
	2012	0	0	0	0	0	0
	2013	0	0	0	0	0	0
Sex Offenses Non-Forcible Domestic Violence Dating Violence Stalking	2013	0	0	0	0	0	0
		0	0	0	0	0	0
		0	0	0	0	0	0
		0	0	0	0	0	0
Arrest: Weapons: Carrying, Possessing, Etc.	2011	0	0	0	0	0	0
	2012	0	0	0	0	0	0
	2013	0	0	0	0	0	0

Disciplinary Referrals: Weapons: Carrying, Possessing, Etc.	2011	0	0	0	0	0	0
	2012	0	0	0	0	0	0
	2013	0	0	0	0	0	0
Arrests: Drug Abuse Violations	2011	0	0	0	0	0	0
	2012	0	0	0	0	0	0
	2013	0	0	0	0	0	0
Disciplinary Referrals: Drug Abuse Violations	2011	0	2	0	0	2	0
	2012	1	0	0	0	1	0
	2013	2	0	0	0	2	0
Arrests: Liquor Law Violations	2011	0	0	0	0	0	0
	2012	0	0	0	0	0	0
	2013	0	0	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	2011	0	1	0	0	1	0
	2012	1	1	0	0	2	0
	2013	2	0	0	0	2	0
Other Hate Crimes Involving Bodily Injury	2011	0	0	0	0	0	0
	2012	0	0	0	0	0	0
	2013	0	0	0	0	0	0