

2021-2022 Academic Year

Annual Security and Fire Safety Report (ASFSR)

Prepared by the Lincoln College Campus Safety

Includes Policy Statements for the 2021-2022 Academic Year and Crime Statistics for Calendar Years (CY’s) 2018, 2019 & 2020

**Lincoln College**

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**ANNUAL SECURITY AND FIRE REPORT 2021-2022**

**Introduction**

This Lincoln College 2021 Annual Safety and Security Report is published in compliance with the Jeanne Clery Disclosure of Campus Safety Policy and Campus Crime Statistics Act (“Clery Act”), the State of Illinois Campus Safety Enhancement Act and Violence Against Women Act (VAWA). This report includes statistics for the previous year concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Lincoln College; and on public property within, or immediately adjacent to and accessible from campus property. The report also includes institutional policies on campus safety concerning alcohol and drug use, crime prevention, the reporting of crimes and other matters.

This report is prepared in cooperation with local law enforcement, and the Division of Student Services.

Campus crime, arrest and referral statistics include those reported to designated campus authorities. Each year, notification is sent to all enrolled students, faculty and staff. The notification provides information on how to access the Annual Safety Report online. Copies of this report may also be obtained in the Student Services Office. The crime statistics and policies in this report represent those of Lincoln College.

**Statement Against Discrimination, Harassment, and Retaliation**

Lincoln College has adopted a policy of “zero-tolerance” with respect to unlawful discrimination, harassment and retaliation. In this connection, the College expressly prohibits any form of unlawful harassment or discrimination based on race, creed, color, religion, sex, national origin, age, disability, gender, sexual orientation (including gender identity), marital status, military discharge status, veteran status, veteran [sic] or status in any group protected by state or local law in admission to and participation in its educational programs, college activities and services, or its employment practices.

**Prompt Reporting of an Emergency or Crime**

Community members, students, faculty, staff and visitors are expected to promptly and accurately report all crimes and public safety-related incidents to Campus Safety, local law enforcement, or the Office of Student Services.

Contact any of the following authorities, 24 hours a day:

Dial 911 Report emergencies or non-emergency criminal violations from a

public, campus building phone, or cell phone

737-4477 Report non-emergency requests to Campus Safety

In Person Contact a Lincoln College Safety Officer on patrol, or Residence

ProStaff Member on campus

Any suspicious activity or person(s) seen in the parking lots loitering around vehicles, inside buildings or around residence halls should be reported to Campus Safety immediately.

Crimes should be reported to the Campus Safety for the purpose of making timely warning reports to the community and for inclusion in the annual statistical disclosure.

Upon receipt of a call, Safety Officers are dispatched immediately to the site of the complaint. Responding Safety Officers work closely with the Lincoln Police Department and Fire Department. If an incident occurs in a residence hall, the response will be coordinated with the Residence Life Staff on duty.

Lincoln College does not have recognized student organizations with off-campus locations covered under the Annual Safety and Fire Safety Report.

**Campus Safety**

Lincoln College does not have its own police department, and our Campus Safety Officers do not have police authority through their College employment. The Lincoln Police Department, with headquarters just a few blocks from campus, is the primary law enforcement agency responsible for police response to campus and follow-up criminal investigations. The Lincoln Police patrol campus and respond to emergency calls on campus as they would to any other property within their jurisdiction. The College has a Memorandum of Understanding with the Lincoln Police Department for responding to emergencies. The College’s Office of Campus Safety works closely with the Lincoln Police Department to provide a cooperative, coordinated emergency response to on-campus incidents.

Lincoln College urges members of our campus community to immediately report all crimes, incidents and suspicious activity to Campus Safety. Those reporting crimes to Campus Safety will also be given the opportunity to make a report with the Lincoln Police Department to initiate a criminal investigation. It is common for the College to process, and to assist the police with on-campus investigations.

Campus Safety is located in the Meyer-Evans Student Center building. Campus Safety consists of a combination of three full-time patrol officers and four part-time patrol officers, all who are employees of Lincoln College. Safety Officers are on duty 24 hours per day, 365 days a year, providing foot and vehicle patrol of campus property.

**Campus Security Authority**

Lincoln College students, faculty and staff are strongly encouraged to immediately report any criminal activity or suspicious person(s) to the Campus safety. The Clery Act defines Campus Security Authorities (CSAs) as College staff members with “significant responsibilities for student or campus activities”. Campus Security Authorities include but are not limited to: Campus Police, the Director of Human Resources and relevant administrators associated with student academics and student life. Required by the Clery Act is the reporting of all criminal acts, hate crimes, violations of the Violence Against Women Act (VAWA), arrests, disciplinary actions and unfounded crimes. The Illinois Abused and Neglected Child Reporting Act mandates that all college personnel that have reasonable cause to believe persons under the age of 18, known to them in their professional or official capacity, may have been subjected to physical or sexual abuse, may have been at risk of physical or sexual abuse, or are being deprived of the proper or necessary care regarding possible physical or sexual abuse, are required by law to immediately report such mistreatment to the Illinois Department of Children and Family Services (DCFS) by calling the DCFS child abuse hotline at (800) 25-ABUSE. Employees who report an incident to DCFS may also be required to report the matter to the Lincoln Police Department, depending on the College’s other crime reporting guidelines. However, those responsible for reporting this conduct are individually responsible for ensuring that the conduct is reported directly to DCFS and should be aware that reporting this conduct to the Lincoln Police Department alone will not fulfill this obligation. Anyone with questions or uncertainty about exactly who qualifies as a mandated reporter or whether a particular situation must be reported to DCFS and/or the Police Department should contact the Lincoln Police Department.

**Response to a Reported Crime**

The Campus Safety personnel are trained to receive, document and contact other individuals on campus to begin the investigation process when dealing with a crime on campus. A Safety Officer will work with individuals reporting a crime to obtain information and evidence, identify potential witnesses, and conduct a thorough investigation in an effort to identify the responsible party. When appropriate, crime suspects may be adjudicated through the student conduct system or criminal justice system. The daily crime log is available in the Campus Safety Office. The crime log contains information concerning reported crimes and typically includes the case number, classifications of the crime, date reported, date occurred, time occurred, general location and disposition of the crime.

Pastoral and professional counselors are encouraged if and when they deem it appropriate, to inform the persons they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

**Confidential Reporting Procedures**

We encourage anyone who witnessed or has been a victim of a crime to immediately report the incident by dialing 911 or for a non-emergency,

217-737-4477. Crimes can be reported on a voluntary, confidential basis for inclusion in the Annual Safety Report. The purpose of a confidential report is to maintain anonymity, yet it allows Campus Safety and the Office of Student Affairs to take steps to ensure your future safety and that of others. With such information, the College can keep an accurate record of the number of incidents involving students, employees, and visitors and alert the campus community to potential danger if necessary. Reports filed on a confidential basis are counted and disclosed in the annual crime statistics for the College.

**Access to and Safety of Campus Facilities and Residence Halls**

The Lincoln College campus is located within the city of Lincoln, Illinois, and, as such, is generally open to the public. Except as restricted in individual cases, the academic and administrative buildings are open to the public, at a minimum, during normal business hours. Most facilities have individual hours and the hours may vary at different times of the year.

Most academics and administrative buildings do not have a Campus Safety Officer assigned to them; however, officers patrol the academic and administrative buildings on a regular basis. For information about the access protocol for a specific building, contact Lincoln College Safety at 217-737-4477.

Access to residence halls is restricted to residents, their approved guests, and other approved members of the campus community. Residents gain entry by using their college issued residence hall key. Residents are cautioned against permitting strangers to enter the buildings, and are urged to require individuals seeking entry, to use their own assigned personal keys. Lincoln College Safety Officers patrol the residence halls on a regular basis.

Residence Hall Directors also maintain safety measures in the halls and work with students residing on campus to achieve a community respectful of individual and group rights and responsibilities.

Visitors must contact a resident to be granted access to the residence halls and must be escorted by a student or staff member at all times. The visitor must sign in with Student Services or Campus Safety to obtain a visitors pass, which must be carried with them during their stay on campus.

**Maintenance of Campus Facilities**

Facilities and landscaping are maintained in a manner designed to minimize the potential for hazardous conditions. Campus Safety Officers regularly patrol the campus and report the malfunctioning lights and other unsafe physical conditions to the Office of Building and Grounds for correction. Campus lighting typically meets or exceeds the industry standard. Pedestrian walkways, and parking lots are well-lit and routinely patrolled by the Campus Safety Officers. Other members of the College community are helpful when they report equipment problems to the Campus Safety or directly to the Office of Buildings and Grounds.

**Crime Prevention**

Lincoln College has adopted a proactive approach to crime prevention that involves all members of the College community. The program includes Safety programming for new students (SOAR), and continuing efforts throughout the year involving literature and crime prevention tips. **Crime Prevention.** Do you know what it means? It means making it harder for a crime to happen. It means reducing the opportunity for criminals to victimize you and the College community. It means protecting people and property, and increasing community safety and well-being. Crime prevention is a proactive strategy designed to minimize or eliminate criminal opportunity before a crime actually occurs. Safety and security on our campus is a cooperative effort, and a partnership. You can do your part by taking a few simple steps to protect yourself, your belongings, and your campus community.

**Personal Safety**

Lincoln College is a safe campus. Nevertheless, just like other colleges, there are some incidents of crime. Make sure to practice “street smarts” whether on or off campus. The following are some recommendations to improve personal safety.

* Stay alert and trust your instincts. Communicate the message that you are calm and confident and walk purposefully. If you feel uncomfortable in a place or situation, leave quickly. Never hesitate to contact Campus Safety at 217-737-4477 in an emergency.
* When walking, it is wise to plan the safest route to your destination and use it. The safest alternative is to travel with a friend.
* Report any individuals behaving in a suspicious manner, or who do not belong in your residence hall or academic building. Also report any unusual incidents on campus to Campus Safety 217-737-4477.
* If you live on campus or are alone in a campus building, keep the door locked, especially at night. Always find out who is knocking before you open the door. Protect keys and do not leave doors propped open for visitors.
* Annoying telephone calls, emails, text messages, and internet messages are the second most common incident reported. If you are a victim of any of these types of harassment, please report it the Campus Safety, or your hall staff member.
* Keep your doors locked, even if you are in the room. Do not allow people to follow you into secure locations. Request that a “tailgater” use his or her key or swipe card to gain entry.
* Stay aware of your surroundings. Listening to music or using your phone can distract you from people or vehicles around you.
* If possible, let a friend or roommate know where and with whom you’ll be and when you’ll be back when you go out.
* Lock your car doors and roll up the windows completely — even if you’re only parking for a moment.

**Protect Your Property**

Never leave your valuables unattended, especially in open view. Mark easily stolen items with a personal identifier. When leaving a room or office, even if only for few minutes, make sure all doors and windows are closed and locked. Report any faulty locks, doors, windows, or lights to your Residence Hall Director.

**Safety in Residence Halls and Campus Buildings**

The College provides an effective structure for the protection of students in residence halls. The elements of this system include:

* Safety personnel
* Door peepholes
* Locked entrance doors
* Available information about steps students can take to maintain their safety
* Requirement that students escort their guests at all times
* Required programming efforts in areas of safety security

The College places restrictions on guests, building access and actions that may have a detrimental effect on student safety. Such restrictions include:

* Building entrance only through designated areas
* Prohibition on assisting others to gain unauthorized entry
* Prohibition on propping open doors
* Prohibitions on duplicating or giving a room key to another person
* Prohibition on any activity that would endanger the safety of others

If a student is found in violation of any of the above restrictions, the College may impose sanctions on the students. More information is detailed in the Student Handbook online at <https://lincolncollege.edu/file/370/Lincoln%20College%20Student%20Handbook%2021-22%20Final%20%208-13-21.pdf>

**Off-Campus Crime**

This currently does not apply to our campus. As out enrollment grows, this will be a part of our reporting requirements for the Clery Act.

**Emergency Preparedness**

As required by federal and state law, Lincoln College has a comprehensive emergency operation plan that details immediate response and evacuation procedures, including the use of electronic and cellular communication. The Safety Department, Office of Student Affairs, and the Emergency Response Team has the responsibility of responding to and summoning the necessary resources to mitigate, investigate and document any situation that may constitute an emergency or dangerous situation. Depending on the size, scale and seriousness of the incident, other College departments and other local, state or federal agencies could be involved in confirming and responding to the incident.

**NIMS**

Lincoln College has adopted the National Incident Management System, or NIMS, which provides the foundation needed to ensure that we can work together when out campus, communities and the Nation need us the most. NIMS integrates best practices into a comprehensive, standardized framework that is flexible enough to be applicable across the full spectrum of potential incidents, regardless of cause, size, location, or complexity.

Using NIMS allows us to work together to prepare for, prevent, respond to, recover from, and mitigate the effects of incidents. The Lincoln College Emergency Response Team will conduct two emergency exercises per year that may consist of actual emergency lock down drills and table top exercises.

**Lincoln College Alerts: Emergency Notifications (Alertus)**

If a situation arises that poses an immediate threat to the health and safety of students or employees, an Alertus alert will be issued to expedite emergency response and /or evacuation procedures. The goal of an Alertus Campus alert is to notify as many people as possible, as rapidly as possible, with adequate follow-up information as needed. Information will be disseminated via a variety of channels which include text message, recorded message via phone or email. Some or all of these methods of communication will be used to provide follow-up information to the Lincoln College community. Lincoln College students, as well as family members, have the ability to register to receive emergency alerts.

In the event of a situation that presents an imminent and verifiable danger to the campus community, notifications will be sent to the parents, spouses and others AT THE SAME time a message has been sent to all students and employees.

Alertus Alerts are issued for incidents such as active threat/shooter, major hazardous materials release, major fire, extended power outage, infectious disease outbreak or a tornado that would directly impact campus.

Lincoln College has implemented a formal process that gives Campus Safety or designee the authority to confirm a significant emergency or dangerous situation; to develop the content; to determine the appropriate segment(s) of the campus community to receive the notification; and to initiate the Alertus Alert System to send an emergency message to the campus community.

**Outdoor Tornado Warning Sirens** – These sirens are maintained and activated by the City of Lincoln, and can generally be heard on campus.

**Timely Warning Notices:**

In the event that a crime is reported on campus or in/on property owned or controlled by Lincoln College, that poses a serious or continuing threat to the campus community, a campus timely warning notice will be issued to the entire campus community. When a serious crime is reported to the Lincoln Police Department or Campus Safety that poses a threat to the campus community, the LC Communications Department personnel/Campus Safety/Dean of Students will typically develop the content and will issue a timely warning using the Lincoln College website (campus email, displayed on the campus portal, and printed copies may be posted in various locations on campus).

Timely warnings are usually distributed for the following: major incidents of arson, criminal homicide and robbery, incidents of aggravated assault and sex offenses are considered on a case-by-case basis after reviewing the facts and deciding whether there is a continuing danger to the campus community and the amount of information known by Campus Safety and Lincoln Police Department. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other LC community members and a timely warning would not be distributed. In cases involving sexual assault, they are often reported long after the incident occurred, thus there is not ability to distribute a “timely” warning notice to the community. Sex offenses will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by Campus Safety. Cases involving property crimes will be assessed on a case-by-case basis and alerts will typically be sent if there is a discernible pattern of crime. Campus Safety or designee reviews all reports to determine if there is an on-going threat to the community and if the distribution of a timely warning is warranted. Names and identifying information of victims will be held as confidential.

**Emergency Response Planning**

Lincoln College Residence Life conducts two evacuation drills each year for all on –campus students housing facilities, one announced and on unannounced. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of an emergency. Evacuation drills are used as a way to educate and train occupants on issues specific to their building. During the drill, occupants ‘practice’ drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition, the process provides the College an opportunity to test the operation of fire alarm system components.

Evacuation drills are monitored by the Residence Life Staff, Campus Safety, and the Lincoln Fire Department to evaluate egress and behavioral patterns. Reports are prepared by participating departments which identify deficient equipment so that repairs can be made immediately. Recommendations for improvements are also submitted to the appropriate departments for consideration.

Students residing on campus receive information about evacuation procedures during their first floor meetings and during other educational sessions that they can participate in throughout the year. The residence life staff members are trained in evacuation procedures as well as emergency response procedures.

As part of the comprehensive emergency operation plan for the college, announced and unannounced drills, exercises, and follow-through activities are conducted annually.

Employees are provided with a copy of the Emergency Guide in the beginning of each year that describes emergency procedures that can be found on MyLynx (employee tab) and Department Chairs are given a hard copy as well. The housing staff reviews such procedures with students during the first floor meetings as well as throughout the year at floor meetings. The Emergency Guide describes emergency responses and evacuation procedures. These guides are tailored to the individual building in which the employee works, to indicate evacuation procedures and the evacuation meeting location. This guide also provides information concerning the location in the building of fire alarms, emergency exits, and emergency medical equipment along with the nearest emergency phone. This guide is reviewed each year by the Emergency Response Team.

**WEAPONS POLICY**

A weapon is defined as any instrument or device designated or likely to produce bodily harm or property damage including, but not limited to: a handgun or firearm, dangerous chemical, an explosive device of any description, compressed air guns, pellet guns, BB guns, knives, stun guns, electric shock devices, metal or brass knuckles, bow and arrows, swords, slingshots or any other item modified from its original purpose to be used as a weapon. The College reserves the right to further determine the definition of a “weapon” and may prohibit other devices on an individual basis. Violations of this policy will result in disciplinary action.

**Notification of a Missing Student**

If a member of the Lincoln College community has reason to believe that any student who resides in on –campus housing is missing, he or she should contact the Office of Student Affairs immediately at 217-735-7298, or Campus Safety at 217-737-4477. The Office of Student Affairs will then notify the Director of Campus Safety and the Dean of Students. At that point the Lincoln College Missing Student Protocol (see below) will be implemented and an investigation will be initiated. The Dean of Student Affairs (or designee) will lead the investigation.

After investigating a missing student report, if Lincoln College determines that the student has been missing for 24 hours, the College will notify the Lincoln Police Department and the student’s emergency contact and/or parent/guardian no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, the College will notify the student’s parent or legal guardian immediately after it has been determined that the student is missing.

**Alcohol, Illegal Drugs and Substance Abuse Education**

*The information in this section is in accordance with the Drug-Free Workplace Act of 1998 and the Drug-Free Schools and Communities Act Amendments of 1989.*

Lincoln College is concerned about health and safety. Abuse of alcohol and controlled substances can seriously impair health and the ability to work and study. It can pose a threat to the safety and well-being of others.

Lincoln College promotes an environment that rejects substance abuse as an acceptable lifestyle, informs about resources for preventing or treating substance abuse, and helps people to make healthy decisions about alcohol and other drugs. It is important to be aware of Lincoln College’s standard of conduct and disciplinary actions taken against students or employees who violate that standard.

Prevention of substance abuse is sought in several ways by:

* Promoting accurate information on drug use
* Encourage healthy use of leisure time through recreation and other activities
* Enhancing skills for dealing with stress and
* Working through campus leaders and influences to establish a healthy environment

**Wellness Promotion Alcohol and Drug Education and Prevention Initiatives**

Lincoln College Wellness Promotion provides informational programs and prevention services for students. These services include:

* Presentations to classes, student groups, and residence hall floor groups.
* Student Health 101, an electronic newsletter posted for students, published articles regarding alcohol and other drugs.

**How Drug Use Affects Your Health**

Adverse health effects can range from nausea and anxiety to coma and death. There are risks associated with the chronic use of all psychoactive drugs, including alcohol. A pregnant woman who uses alcohol, cigarettes or other drugs exposes her fetus to serious risks, including miscarriage, low birth weight and brain damage.

Substance abuse may involve controlled substances, illegal drugs and alcohol- all of which pose a health risk. When drugs are used in combination with each other, their negative effects on the mind and body are often multiplied beyond the effects of the same drugs taken on their own.

**Alcohol** is the drug most frequently abused on college campuses and in our society. Even small amounts of alcohol significantly impair the judgement and coordination required to drive a car, increasing the chances of having an accident. Consumption of alcohol may be a factor in the incidence of aggressive crimes, including rape and domestic abuse. Moderate to large amounts of alcohol severely impair your ability to learn and remember information. Because alcohol is a depressant, very large amounts can cause respiratory and cardiac failure, resulting in death.

**Marijuana** impairs short-term memory and comprehension. It can cause confusion, anxiety, lung damage and abnormalities of the hormonal and reproductive system. Hours after the feeling of getting high fades, the effects of the drug on coordination and judgment remain, heightening the risk of driving or performing other complex tasks. Cannabis, a fat-soluble substance, may remain in the body for weeks, and an overdose can cause paranoia, panic attacks or psychiatric problems.

**Club Drugs** refers to a wide variety of drugs including MDMA (Ecstasy), GHB, rohypnol, ketamine, methamphetamine and LSD, and are often used at raves, dance clubs, and bars. No club drug is safe due to variations in purity, potency and concentration, and they can cause serious health problems or death. They have even more serious consequences when mixed with alcohol.

**Depressants** such as barbiturates, Valium and other benzodiazepines, Quaaludes, and other depressants cause disorientation, slurred speech and other behaviors associated with drunkenness. The effects of an overdose of depressants range from shallow breathing, clammy skin, dilated pupils, weak and rapid pulse, to coma and death.

**Hallucinogens** such as LSD, MDA, PCP (angel dust), mescaline and peyote can cause powerful distortions in perception and thinking. Intense and unpredictable emotional reactions can trigger panic attacks or psychotic reaction. An overdose of hallucinogens can cause heart failure, lung failure, coma and death.

**Narcotics** like heroine, codeine, morphine, methadone and opium cause such negative effects as anxiety, mood swings, nausea, confusion, constipation and respiratory depression. Overdose may lead to convulsion, coma and death. The risk of being infected with HIV/AIDS or other diseases increases significantly if you inject drugs and share needles, and there is a high likelihood of developing a physical and psychological dependence on these drugs.

**Stimulants** – cocaine, amphetamines and others – can cause agitation, loss of appetite, irregular heartbeat, chronic sleeplessness and hallucinations. Cocaine and crack cocaine are extremely dangerous and psychologically and physically addictive. An overdose can result in seizures and death.

**Tobacco** with it active ingredient nicotine, increases heart rate and raises blood pressure. The tar in cigarette smoke is a major cause of cancer and other respiratory problems. Carbon monoxide in cigarette smoke can promote arteriosclerosis, and long-term effects of smoking include emphysema, chronic bronchitis, heart disease and lung cancer.

**Alcohol and Drug Use Policy**

The Drug-Free Workplace Act of 1988, the Drug-Free Schools and Communities Act of 1989 (see [www.lincolncollege.edu/StudentHandbook](http://www.lincolncollege.edu/StudentHandbook)), and the policies of Lincoln College prohibit unlawful manufacture, dispensation, possession, use, sale, and /or distribution of controlled substances and alcohol on property owned, operated or controlled by Lincoln College, or in association with any university-related duties or activities.

The illegal use of controlled substances and abuse of alcohol may cause serious health problems, impair performance and endanger the safety and well-being of students, faculty, staff and members of the general public. Because it is readily available and its use is not necessary illegal, the drug which tends to have the greatest potential for harm to people is alcohol. Negative health and social consequences which may occur as a result of the use of alcohol include accidents, assaults (physical or verbal) and other problems related to health and productivity. The use of alcohol by pregnant women, alcoholics and people who are ill or on medication is especially dangerous. In all instances, the college observes relevant state of Illinois laws and regulations pertaining to alcohol.

Local, state and federal laws prohibit the unlawful possession, use, sale or distribution of drugs and alcohol. The courts may impose strict legal sanctions upon an individual who is found to have violated these legal prohibitions. When applicable, available legal sanctions include, but are limited to: the imposition of fines, imprisonment, forfeiture of property, non-voluntary community services, probation, required medical or psychiatric treatment, rehabilitation, treatment as approved by the Illinois Department of Human Services Office of Alcoholism and Substance Abuse and restitution.

**Disciplinary Actions**

Lincoln College may impose disciplinary sanctions upon any student or employee who is found to be in violation of laws or policies relating to the unlawful possession, use, sale or distribution of drugs and alcohol. For employees, such sanctions may include, without limitations, the following:

* Referral to an educational or rehabilitation program; (employees who are convicted of drug and alcohol-related offenses can be required to demonstrate satisfactory completion of such a program)
* Referral for fitness for duty evaluation
* Employee discipline (including suspension or dismissal) pursuant to provisions of the LC Board of Trustees Regulations, LC personnel policies
* Referral for criminal prosecution
* Additional procedures pertain to employees in designated positions subject to the Federal Department of Transportation Alcohol and Drug Testing Program regulations
* Students are subject to applicable sanctions listed in the preceding paragraph, and additionally without limitations, the following:
* Student referral for action under the Student Code of Conduct (including the possibility of expulsion or suspension)
* Referral for action under policies relating to residence halls

**Drug or Alcohol Convictions**

In addition to the measures outlined above, as a condition of employment, an employee directly engaged in work pursuant to a federal grant or contract must abide by the terms of this policy, and must notify the university no later than five days after any criminal drug statute conviction if the criminal act upon which the conviction is based occurred upon property owned, operated or controlled by the College. Each employee engaged in the performance of a federal grant or contract shall be given a copy of this policy notification. The College will notify the granting or contracting agency within ten days after receiving notice from a covered employee or otherwise receiving actual notice of such convictions.

The College encourages any students and employees who have a problem with the use of drugs or alcohol to seek professional advice and treatment. The college provides or can assist in arranging education, assessment, counseling, intervention, treatment, rehabilitation and aftercare. Some of these services may be without charge and the cost of others may be partially paid by student or employee health insurance programs. Students may obtain further information on any of these support services from the Health Services Office. Faculty and staff should seek additional assistance from the Director of Human Resources.

**Drug and Alcohol Use: Illinois Law**

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

Possession and delivery of illicit drugs are prohibited in Illinois through the Cannabis Control Act and the Controlled Substance Act. Penalties vary with the amount of the drug confiscated; the type of drug found; the number of previous offenses by the individual; and whether the individual intended to manufacture, sell, or use the drug.

**Lincoln College Sexual Misconduct (Title IX) Policies and Procedures**

**Statement of Purpose**

Lincoln College is committed to creating, fostering and maintaining an educational, employment, business and campus environment that is free of discrimination on the basis of sex, including sexual misconduct, as required by Title IX and other laws. Lincoln College does not tolerate discrimination on the basis of sex, sexual orientation, and gender identity or expression and is dedicated to prohibiting such conduct in all aspects of college life consistent with the College’s Mission Statement, Vision Statement, Values Statement and Strategic Plan as well as the provisions of Title IX of the Education Amendments of 1972 and all other applicable state and federal laws.

**Advisor:** An advisor is an individual selected by the complainant or respondent to accompany and assist him/her throughout the College’s process. The advisor will not be permitted to speak for the complainant or respondent during the investigation process or interfere with the investigation process, but will be required to do cross-examination in a live hearing, if such hearing is determined necessary.

**Consent:**  **According to Illinois Law**, consent is a freely given agreement to the act of sexual penetration or sexual conduct in question.

* The lack of verbal or physical resistance or submission by the victim resulting from the use of force or by the accused shall not constitute consent.
* The manner of dress of the victim at the time of the offense shall not constitute consent.
* A person who initially consents to sexual penetration or sexual conduct is not deemed to have consent to any sexual penetration or sexual conduct that occurs after he or she withdraws consent during the course

of that sexual penetration or sexual conduct.

**Consent: According to Lincoln College is as follows:**

Consent is **unambiguous, clear, knowing, and voluntary approval given by mutually understandable words or demonstrated actions to engage in sexual activity**.

Consent is an informed decision made freely and actively by all parties. Relying solely upon nonverbal communication can lead to miscommunication. It is important not to make assumptions; if confusion or ambiguity regarding the issue of consent arises anytime during a sexual interaction, it is essential that each participant stops and clarify, verbally, their willingness to continue.

Students should understand that consent may not be inferred from silence, passivity, or lack of active resistance alone. Furthermore, a current or previous dating or sexual relationship is not sufficient to constitute consent, and consent to one form of sexual activity does not imply consent to other forms of sexual activity.

Conduct is considered “without consent” if no clear consent, verbal or nonverbal, is given. An individual is “unable to freely give consent” when the individual is incapacitated (arising, for example, from the use of alcohol or other drugs or when the individual is passed out, asleep, unconscious, or mentally or physically impaired). An individual is “unable to freely give consent” when the individual is coerced into sexual activity, such as for example, through the use of physical force, threat of physical or emotional harm, undue pressure, isolation, or confinement.

Consent to some form of sexual activity does not necessarily imply consent to other forms of sexual activity. Mutually understandable consent must be obtained by the initiator at every stage of sexual interaction.

The use of alcohol or other drugs can impair effective communication about consent to sexual activity and can hinder one’s ability to resist an assault and to pick up on cues that a situation may be dangerous. Alcohol or other drugs can also lower inhibitions and create an atmosphere of confusion over whether consent is freely and effectively given. Consent while under the influence of alcohol or drugs is not valid consent.

The use of alcohol or drugs does not minimize a student’s responsibility for violations of the Sexual Misconduct Policy. In particular, it does not mitigate or nullify a charge of sexual assault or any other form of prohibited conduct. The use of alcohol or drugs does not, in and of itself, remove a student’s responsibility to communicate their feelings and ensure that any consent given is valid.

**Incapacitation**: A state where someone cannot make rational, reasonable decisions because they lack the capacity to give knowing consent (i.e. to understand the “who, what, when, where, why, or how” to their sexual interaction).

**Complainant:** The complainant is an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

**Reporting Party:** The reporting party is any individual other than the complainant who reports an incident of sexual misconduct.

**Respondent:** The respondent is the individual who has been reported to be the perpetrator of conduct that constitutes sexual misconduct.

**Sexual Misconduct:** Sexual misconduct can occur both on and off campus and take many forms. The misconduct may be subtle and indirect or blatant and overt. Such misconduct can also occur in person or via electronic, print or other media. It may consist of repeated actions or may arise from a single incident if sufficiently severe. The complainant, as well as the respondent, may be male or female and the complainant does not have to be of the opposite sex of the respondent.

Sexual Misconduct includes each of the specific types of conduct specifically noted in the Sexual Misconduct Policy Violations section below:

**Title IX:** Title IX of the Education Amendments of 1972 (29USC 1681-1688) provides “No person in the United States, shall on the basis of sex be subject to discrimination under any educational program or activity receiving federal financial assistance.”

Essentially, Title IX provides that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, research, occupational training or other educational program or activity operated by the College. Title IX also provides that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination in employment, or recruitment, consideration, or selection therefore, whether full-time or part-time, under any education program or activity operated by the College. The College acknowledges its obligations under Title IX and is committed to complying with all Title IX requirements.

**Sexual Misconduct Policy Violations:**

**Dating Violence:** Dating violence is violence committed by a person

* who is or has been in a social relationship of a romantic or intimate nature with the victim; and
* where the existence of such a relationship shall be determined based on a consideration of the following factors:

**-**the length of the relationship;

**-**the type of relationship;

**-**the frequency of interaction between the persons involved in the

relationship.

**Use of the term “sexual misconduct” throughout this policy includes dating violence.**

**Domestic Violence:** Domestic violence includes felony or misdemeanor crimes of violence committed by

* a current or former spouse of the victim,
* a person with whom the victim shares a child in common,
* a person who is cohabitating with or has cohabitated with the victim as a spouse,
* a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction,
* any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of jurisdiction.

**Use of the term “sexual misconduct” throughout this policy includes domestic violence.**

**Non-Consensual Sexual Contact:** Non-consensual sexual contact is defined as:

* any intentional sexual touching;
* however slight;
* with any object;
* by a person upon another person;
* that is without consent and/or by force.

Sexual touching includes, but is not limited to, any bodily contact with breasts, groin, genitals, mouth or other bodily orifice of another individual, or any other bodily contact in a sexual manner.

**Use of the term “sexual misconduct” throughout this policy includes non-consensual sexual contact.**

**Non-consensual Sexual Intercourse:** Non-consensual sexual intercourse is defined as:

* any sexual penetration or intercourse (anal, oral, or vaginal);
* however slight;
* with any object;
* by a person upon another person;
* that is without consent and/or by force.

Sexual intercourse includes, but is not limited to, vaginal or anal penetration by a penis, tongue, finger, or object, or oral copulation by mouth to genital contact or genital to mouth contact.

**Use of the term “sexual misconduct” throughout this policy includes non-consensual sexual intercourse.**

**Sexual Exploitation:** Sexual exploitation occurs when an individual takes non-consensual or abusive sexual advantage of another for his/her own benefit or advantage, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses. Examples of sexual exploitation include:

* Invasion of sexual privacy;
* Prostitution;
* Non-consensual video or audio-taping of sexual activity;
* Going beyond the boundaries of conscience, such as letting your friends hide in a closet to watch intercourse;
* Knowingly transmitting an STI or HIV to another individual.

**Use of the term “sexual misconduct” throughout this policy includes sexual exploitation**.

**Sexual Harassment**: Sexual harassment is a form of discrimination on the basis of sex.Sexual harassment is:

* unwelcome, gender based verbal or physical conduct of a sexual nature that is determined by a reasonable person to be so severe, pervasive, and objectively offensive that it
* -unreasonably interferes with, denies or limits someone’s ability to participate in or benefit from his/her employment with the College or the College’s educational program and/or activities, and/or is
* based on a power differential (quid pro quo/this for that), the creation of a hostile environment, or retaliation.

Sexual harassment is unwelcomed conduct of a sexual nature. Unwelcomed conduct includes conduct that an individual did not solicit or incite and that the individual regarded as undesirable or offensive. Sexual harassment includes any unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature when:

* Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or academic status;
* Submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting such individual;
* Such conduct has the purpose or effect of substantially interfering with an individual’s work or academic performance or creating an intimidating or hostile work or educational environment.

In light of the power differential inherent in the relationship between faculty and students and between a supervisor and subordinate and the potential for either intentional or unintentional misuse of that professional power differential, the College strongly advises against dating, romantic, and/or sexual relationships between faculty and students, between staff and students, or between supervisors and subordinates. It should be noted that in such cases “consent” may not constitute a defense.

**Use of the term “sexual misconduct” throughout this policy includes sexual harassment**.

**Stalking:**  Stalking refers to a course of conduct directed at a specific person that would cause a reasonable person to (a) fear for his/her safety or the safety of others, or (b) suffer substantial emotional distress.

**Use of the term “sexual misconduct” throughout this policy includes stalking.**

**Procedures**

**Handling of Complaints Covered by this Policy**

The Title IX Coordinator is responsible for coordinating the College’s compliance with Title IX as well as other complaints brought concerning violations of this policy. The Title IX Coordinator’s responsibilities include overseeing, recording and cataloguing all the Title IX reports of sexual misconduct and identifying and addressing any patterns or systemic problems that arise during the review of such reports. To assist the Title IX Coordinator, the College has designated Title IX Deputy Coordinator’s, who are authorized to conduct investigations. The Title IX Coordinator will provide supportive services to the Deputy Coordinator’s and investigators in such aspects of the investigation process as deemed necessary and appropriate, including gathering documentation, disseminating information and assuring compliance with the procedures outlined in the policy.

**The College has designated the following individual as Title IX Coordinator:**

Kristen Robinson

Director of Human Resources

Harts Science – Lower Level

Lincoln College

300 Keokuk St., Lincoln, IL 62656

Phone: 217-735-7224

Fax: 217-732-7395

Email:[*krobinson@lincolncollege.edu*](mailto:krobinson@lincolncollege.edu)

**The College has designated the following individuals as Title IX Deputy Coordinator’s:**

Bridgett Thomas

Dean of Students

Student Affairs Office

Lincoln College

300 Keokuk St., Lincoln, IL 62656

Phone: 217-735-7302

Fax: 217-735-5214

Email: [bthomas@lincolncollege.edu](mailto:bthomas@lincolncollege.edu)

**The College has designated the following individual(s) as Title IX Investigators:**

Quentin Brackenridge

Director of Residence Life

Student Affairs Office

Lincoln College

300 Keokuk St., Lincoln, IL 62656

Phone: 217-735-7299

Fax: 217-735-5214

Email: [qbrackenridge@lincolncollege.edu](mailto:qbrackenridge@lincolncollege.edu)

Peggy Antoine

Associate Director of Admissions

Admissions Office

Lincoln College

300 Keokuk St., Lincoln, IL 62656

Phone: 217-735-7250

Fax: 217-732-7715

Email: [pantoine@lincolncollege.edu](mailto:pantoine@lincolncollege.edu)

Tiffany Jones

Academic Advisor

Advising Office

Lincoln College

300 Keokuk St., Lincoln, IL 62656

Phone: 217-735-7271

Email: [tnjones@lincolncollege.edu](mailto:tnjones@lincolncollege.edu)

All students, faculty, staff and external individuals, who have concerns about discrimination on the basis of sex, Sexual Misconduct policy violations or requirements, including any concerns pertaining to sexual misconduct covered by this policy, are encouraged to seek the assistance of either the Title IX Coordinator or a Title IX Deputy Coordinator. The coordinator and deputy coordinators are knowledgeable about and will provide information on all options for addressing and resolving such reports or concerns. Those options may vary depending on the nature of the incident; whether the complainant is a student or employee; the wishes of the complainant regarding confidentiality; and whether the complainant prefers to proceed formally or informally. Together, the coordinators play an integral role in carrying out the College’s commitment to create, foster, and maintain an educational, employment, business and campus environment that is free of discrimination on the basis of sex.

**Reporting of Complaints Covered by this Policy**

**Title IX Coordinator**

All students, faculty, staff, applicants, volunteers, vendors and agents are strongly encouraged to report any incidents of violations of this policy. Reports may be made orally or in writing to the Title IX Coordinator or a Title IX Deputy Coordinator. The Title IX Coordinator and Title IX Deputy Coordinator are exclusively designated as officials who have the authority to institute corrective measures on behalf of the institution.

Reports may also be made to any employee, including Residence Hall Directors, of the College. Such personnel who receive reports of violations of this policy (excluding Confidential Contacts) are strongly encouraged, but not required to forward those reports to the Title IX Coordinator or Title IX Deputy Coordinator.

**Confidential Contact**

If you wish to report a violation of this policy but would like your information to remain confidential you may choose to report to the following individual listed below. This employee has a confidentiality privilege to protect your personal identification and will only make general reports for statistical purposes and pattern tracking, but will not divulge personally identifiable information. Please note that if you report to a Confidential Contact and request confidentiality, your information will not be shared with the Title IX Coordinator and an investigation will not be initiated.

**The College has designated the following as Confidential Contacts:**

Ken Krueger

Coordinator of Counseling Services

Lincoln College

300 Keokuk Street, Lincoln, IL 62656

Phone: 217-735-7293

Email: [kkrueger@lincolncollege.edu](mailto:kkrueger@lincolncollege.edu)

Prairie Center Against Sexual Assault

24/7 Hotline: 217-753-8081

In addition to the foregoing, all faculty and staff who become aware of or suspect sexual abuse of a minor (under the age of 17) must report that information to the Title IX Coordinator or a Title IX Deputy Coordinator who shall then inform local, state and /or federal law enforcement officials of such incidents as required by law.

**Amnesty Policy**

The College will not pursue the conduct process for possible violations of the College’s Alcohol and Substance Abuse Policies against a student who reports an alleged violation of the College’s Title IX Policy when conduct that violates the College’s Alcohol and Substance Policies is revealed during the course of the student’s report, provided that such consumption did not or does not place the health or safety of any other person at risk or if the possible violation is otherwise egregious.

**Support Services**

**Options of Reporting and Availability of Support**

In addition to reporting the matter to the Title IX Coordinator, Title IX Deputy Coordinator or a supervisor, persons may also need to address immediate physical and/or emotional trauma associated with the harassment or assault. Importantly, a victim should contact any of the following immediate care support providers:

* Emergency Call 911
* Lincoln Police Department 217-732-2151
* Lincoln Hospital 217-732-2161
* Prairie Center Against Sexual Assault 24/7 Hotline 217-753-8081
* Counseling Center – 217-735-7293
* Diane Stephenson, Health Services – 217-735-7340
* LC Security – 217-737-4477
* LC Security can also reach the Title IX Coordinator or Deputy Coordinator at this number

217-737-4477

**Investigation**

In order for the institution to initiate the investigation process, the Title IX Coordinator or Deputy Coordinator must have actual knowledge of a formal complaint.

**Formal Complaint:** A formal complaint is a document filed and signed physically or digitally by the complainant or signed by the Title IX Coordinator or Deputy Coordinator alleging sexual harassment against a respondent and requesting that the institution investigate the allegation of sexual harassment. At the time of the complaint, the complainant must be participating in or attempting to participate in the education program or activity of the institution with which the formal complaint is filed.

**• Preliminary Inquiry:** Upon receipt of a report of a complaint covered by this policy, the Title IX Coordinator or the Deputy Coordinator shall evaluate the complaint to determine if it is covered by the Sexual Misconduct Policy. If the complaint is determined to be covered by the College’s Sexual Misconduct policy, the Title IX Coordinator or the Deputy Coordinator will send a notice to the respondent informing them of the allegation. The Title IX Coordinator or the Deputy Coordinator will inform both the complainant and respondent about:

* The option to have supportive measures implemented
* Their Title IX rights;
* Their grievance rights;
* Their right to an informal resolution process;
* Their right to file a criminal complaint, if applicable.

The Title IX Coordinator shall provide the complainant and respondent with a copy of this policy and applicable grievance procedures identified herein.

Additionally, the Title IX Coordinator or the Deputy Coordinator may make a preliminary, non-binding assessment of the information contained in the report, and any supplement to the report, to determine whether that information, if true, would pose an imminent threat of immediate harm to the complainant or others. If there is imminent threat of immediate harm, then consistent with the grievance procedures identified below, temporary measures may be imposed against the respondent to mitigate the threat during the pendency of the investigation. The need for such temporary measures will be reevaluated on a regular basis during the pendency of the investigation to ensure that need for such temporary measures remain present. Respondents will also be provided notice of the opportunity to challenge the decision immediately following the temporary measures imposed.

The College may dismiss any formal complaint or allegations if at any time during the investigation, informal resolution, or live hearing: a complainant wishes to withdraw the formal complaint or allegations, the respondent is no longer enrolled or employed by the College, or specific circumstances prevent the College from gathering evidence sufficient to reach a determination as to the formal complaint or allegations. In the case of a dismissal, the Title IX Coordinator will promptly send written notice of the dismissal and reason(s) simultaneously to both parties.

**Supportive Measures:** Supportive measures are offered whether a formal or informal complaint is made and are non-disciplinary and non-punitive. Supportive measures must be reasonably available and provided at no cost to the complainant and the respondent. Supportive measures may include counseling, extensions of deadlines or other course related adjustments, modifications of work or class schedules to avoid contact with the respondent or complainant, campus escort services, mutual restrictions of contact between the parties, changes in work or housing locations, leaves of absence, increased security or monitoring of certain areas of campus, and other similar measures. The implementation of supportive measures will remain as confidential as reasonably possible.

**• Investigation:** Upon receipt of a report of a complaint covered by this policy, the assigned Title IX Investigator will conduct a prompt, thorough and impartial investigation of the incident consistent with the applicable grievance procedures identified below. Such investigations shall, barring exigent circumstance, be completed within thirty (30) calendar days.

The complainant and respondent are both entitled to one advisor of his/her choosing to accompany and assist him/her throughout Lincoln College’s investigation process. The advisor can be a friend, parent, faculty mentor, attorney, or any person the complainant or respondent wishes. If a student wishes to have an advisor, but has not been able to identify one, then the Title IX Coordinator will assist the student in identifying an individual that can serve as the student’s advisor.

During investigation proceedings, advisors are able to speak with the complainant/respondent when present during interviews, but they cannot speak for the complainant/respondent. Advisors may not interfere in any way with the progress of the investigation.

In all investigations the Title IX Coordinator shall monitor compliance to ensure the parties are provided with a parity of protections. Additionally, all investigations shall utilize a preponderance of the evidence (more likely than not) standard in determining whether or not a violation of the Sexual Misconduct policy occurred.

Prior to the completion of an investigative report, the investigator will provide each party and the party’s advisory, if any, all evidence collected and provide the parties 10 calendar days to submit a written response, which the investigator will consider prior to the completion of an investigative report.

**• Informal Resolution or Live Hearing:** Both the complainant and the respondent have the option to proceed with either an informal resolution or a live hearing.

**Informal Resolution Process:** Both parties can at any time prior to reaching a determination of responsibility, request an informal resolution process that does not involve a full investigation and adjudication process. If both parties give voluntary, written consent to an informal resolution process, the Title IX Coordinator or designee will facilitate the informal resolution process. Informal resolution processes are not available in cases involving an employee that has sexually harassed a student. Both parties have the right at any point during the informal resolution process prior to agreeing to a resolution to withdraw the request for the informal resolution and resume the grievance process with respect to the formal complaint.

**Live Hearing:** If either party requests a live hearing, the investigator will complete the investigation report and at least 10 calendar days prior to the hearing, will provide the report to both parties and their advisors. At the request of either party the hearing can be held with each party in separate rooms and technology will be used to facilitate the hearing across rooms. At the hearing, each party must have an advisor present who will directly, orally and in real time be able to ask the other party and all witnesses all relevant questions and follow up questions, including those challenging credibility (cross-examination). All evidence will be provided at the live hearing for reference for each party and can be included in cross-examination. If either party does not have an advisor present at the hearing, the College will provide an advisor for the party.

The decision maker at the hearing will determine whether a question asked by an advisor is relevant before it is answered by the party or witness. The decision maker will explain any decision to exclude a question. If a party or witness does not submit to cross examination at the hearing, the decision maker must not rely on any statement made by the party or witness in determining responsibility and must not draw an inference about the determination regarding responsibility based solely on the party or witness’s absence or refusal to submit to cross-examination.

At the conclusion of the live hearing, the decision maker, using a preponderance of evidence as the standard of evidence, must issue a written determination of responsibility. The written determination must include identification of the allegations, all procedural steps taken from the receipt of the formal complaint, findings of face supporting determination, conclusions regarding the application of the College’s Sexual Misconduct policy to the facts, a statement of and rationale for the result of each allegation including determination of responsibility and related sanctions, any remedies provided to the complainant, and the College’s procedures and permissible bases for the complainant and respondent to appeal.

The Title IX Coordinator shall provide the complainant and respondent with the written determination from the decision maker simultaneously within seven (7) business days of the live hearing. When allowed for by applicable State and Federal law the written determination delivered to the complainant will include any sanction(s) imposed upon the respondent.

If resolution of the complaint is reached following the live hearing or informal resolution process, the investigating Deputy Coordinator or Title IX Coordinator will file the investigation report.

**Appeal of Dismissal or Determination:** If a resolution is not reached or a formal complaint is dismissed and either party wishes to appeal the decision, the complainant or the respondent may appeal the decision to the Title IX Coordinator. The appeal must be made in writing within seven (7) calendar days of receipt of notification of dismissal or determination.

If either party chooses to appeal the dismissal or determination pursuant to this policy procedure the appeal shall be conducted as follows:

*Appeals can have three grounds:*

* That a procedural error or omission occurred that significantly impacted the outcome of the hearing
* Examples: The investigation and related actions did not correctly follow Lincoln College’s policies and procedures or there was substantial bias.
* To consider new evidence, unknown or unavailable during the original investigation and hearing or at the time the dismissal was made, that could substantially impact the outcome of the matter.
* A summary of this new evidence and its potential impact must be included in the appeal letter.
* Failure to participate at the time of the investigation cannot constitute an appeal on new evidence.
* That the Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

*If there is an appeal, the Title IX Coordinator will call together the appeal committee consisting of*:

* Three members from the campus community who have been trained on Lincoln College’s Sexual Misconduct Policy.
* The appeal committee members must be current staff or faculty of Lincoln College and cannot have been persons providing any information for the investigation, involved in the incident under investigation, the investigator(s), the decision-maker(s), or the Title IX Coordinator.
* None of the appeal committee members may be attorneys.

If one party appeals the decision, the other party involved will be notified and will have seven (7) calendar days upon notification to respond to the submitted appeal in writing. Once the response is received or the seven (7) calendar days allowed for responding have expired, the appeal committee will then have seven (7) calendar days to meet, review all investigation evidence, notes, etc. and both the written appeal and written response to the appeal. After discussion of the information reviewed, the appeal committee will make a decision, by vote if necessary. The majority rules.

The appeal committee may choose from the following decisions for the Title IX Coordinator to implement:

* To affirm the decision and actions taken by the Title IX Coordinator or the investigator(s) and decision-maker(s) and to direct implementation of the committee’s decision.
* To return the case to the investigator(s) with instructions for further investigation or return it to the decision-maker for reconsideration of particular issues and/or recommendation of different sanctions to be imposed.
* To return the dismissal to the Title IX Coordinator for reconsideration or assign a different individual to evaluate the complaint for dismissal if there is a conflict of interest with the Title IX Coordinator.
* To assign the case for further investigation by a different investigator(s) or to a different decision decision-maker(s) if there is a conflict of interest with the original investigator(s) or decision-maker(s).

The appeal committee will issue a written decision describing the result of the appeal and the rationale for the result. The written decision will be provided to both parties simultaneously. After the appeal process is exhausted and the Title IX Coordinator directs implementation of the decision, the decision is final.

If it is determined that a violation of the Sexual Misconduct policy did occur and the student that violated the Sexual Misconduct policy is an athlete, then the final decision and any sanctions will be shared with the Athletic Director. The Athletic Director may then determine that additional sanctions must be imposed on the athlete in accordance with the Student Athlete Handbook.

**Sanctioning Statement**

Not all violations of the Sexual Misconduct policy are equally serious offenses, and the College reserves the right to impose different sanctions, ranging from verbal warning to expulsion, depending on the severity of the offense. The College will consider the concerns and rights of both the complainant and the respondent.

**Additional Procedures or Considerations for Sexual Misconduct**

A person who believes he/she may have been the victim of sexual misconduct should understand that under some circumstances designated officers of the College to whom such incidents are reported, may be required by state or federal law or College policy to pursue a complaint by the process described above, even if the person making the allegation does not wish to do so.

At any time during the mediation or investigation of complaints brought pursuant to this policy, a complainant or respondent may request that the College provide interim actions or supportive measures to relieve them from intimidating work, classroom, or living situation which relate specifically to the alleged policy violation.

While any member of the College community who believes he or she has been the victim of sexual misconduct is strongly encouraged to use the procedures established by the College to make a complaint about such misconduct, such a person may also elect to make a complaint outside the College by initiating civil and/or criminal charges against the accused party or parties.

A complainant has the right to contact the U.S. Department of Education’s Office of Civil Rights (OCR), Illinois Department of Human Rights (IDHR) or the Equal Employment Opportunity Commission (EEOC) about filing a formal complaint regarding harassment or retaliation. An OCR and IDHR complaint must be filed within one hundred eighty (180) days of the alleged incident. A complaint with the EEOC must be filed within three hundred (300) days of the alleged incident. In addition, an appeal process is available through the Illinois Human Rights Commission (IHRC) after the IDHR has completed its investigation of the complaint.

**Administrative Contacts**

Office for Civil Rights (OCR)

Sex Discrimination under Title IX

Phone: 800-872-5327

Email: [ocr@ed.gov](mailto:ocr@ed.gov)

*Website: http:www.ed.gov/about/offices/list/ocr/complaintintro.html*

Illinois Department of Human Rights (IDHR)

Sexual Harassment in Education

Chicago: 312-814-6200

Chicago TTY: 866-740-3953

Springfield: 217-785-5100

Springfield TTY: 866-740-3953

Website: http://**www**2.illinois.gov/dhr/FilingaCharge

**Confidentiality**

A complainant may report or make a complaint pursuant to the policy, yet request confidentiality. If the complainant requests confidentiality or asks that the report not be pursued, the College will take all reasonable steps to investigate and respond to the report consistent with the request for confidentiality or request not to pursue the investigation – as long as doing so does not prevent the College from responding effectively to the complaint and preventing recurrence of the Sexual Misconduct policy violation.

Upon a request for confidentiality, the College shall inform the complainant:

* If the College cannot ensure confidentiality;
* That a confidentiality request may limit the College’s ability to respond to the report;
* That the College prohibits retaliation and that such retaliation is subject to disciplinary action

under this policy.

Notwithstanding the foregoing, should the report concern an instance of sexual misconduct involving a minor (under the age of 17), then in that event, the College shall investigate the report without regard to the request for confidentiality and shall inform local, state and/or federal law enforcement officials of such incident as required by law.

**Amnesty for Sexual Misconduct Policy Violation Complainants and Witnesses**

Lincoln College encourages reporting of Sexual Misconduct policy violations and seeks to remove any barriers to making a report. The College recognizes that an individual who has been drinking or using drugs at the time of the incident may be hesitant to make a report because of potential consequences for their own conduct. To encourage reporting, an individual who makes a good faith report of sexual misconduct that was directed at them or another person will not be subject to disciplinary action by the College for a conduct or policy violation that is related to and revealed in the sexual misconduct report or investigation, unless the College determines that the violation was serious and/or placed the health or safety of others at risk. The College may, however, initiate an educational discussion or pursue other educational interventions regarding alcohol or other drugs. These interventions do not include involuntary leaves for students from the College. Amnesty does not preclude or prevent action by police or other legal authorities. This Amnesty provision shall also apply to student groups making a report of sexual misconduct.

**Retaliation**

It is a violation of this policy for any person to retaliate against, interfere with, coerce or take any other adverse action against a student, faculty, staff, applicant or other third party that:

* Seeks advice concerning a violation of this policy;
* Makes a report of a violation of this policy;
* Assists or supports another individual that makes a report of a violation of this policy;
* Participates as a witness or in the investigation of a report made pursuant to this policy.

Such conduct is in violation of this policy and will be treated the same as any other violation. Acts of alleged retaliations should be reported immediately to the Title IX Coordinator and will be promptly investigated and adjudicated accordingly.

**Malicious, False Accusations**

A report of a violation of this policy that is known to be false by the person reporting is a serious violation and will be investigated and adjudicated accordingly.

(August 1, 2021 Updated)

**RISK REDUCTION**

With no intent to blame complainants and in recognizing that only abusers are responsible for the abuse they perpetrate, the following are some strategies to reduce one’s risk of sexual assault or harassment (from Rape, Abuse, & Incest National Network, www.rainn.org):

1. **Be aware of your surroundings**. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. **Try to avoid isolated areas**. It is more difficult to get help if no one is around.
3. **Walk with purpose**. Even if you don’t know where you are going, act like you do.
4. **Trust your instincts**. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
5. **Try not to load yourself down with packages or bags** as this can make you appear more vulnerable.
6. **Make sure your cell phone is with you** and charged and that you have transportation or money for transportation.
7. **Don't allow yourself to be isolated** with someone you don’t trust or someone you don’t know.
8. **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
9. **When you go to a social gathering, go with a group of friends.** Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. **Trust your instincts.** If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. **Don't leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.
12. **Don't accept drinks from people you don't know or trust.** If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don’t drink from the punch bowls or other large, common open containers.
13. **Watch out for your friends, and vice versa**. If a friend seems out of it, is too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get him or her to a safe place immediately.
14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
    1. **Remember that being in this situation is not your fault**. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
    2. **Be true to yourself**. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
    3. **Have a code word with your friends or family** so that if you don’t feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
    4. **Lie**. If you don’t want to hurt the person’s feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. **Try to think of an escape route**. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
17. **If you and/or the other person have been drinking**, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

**Sexual Misconduct/Violence Prevention Education**

Lincoln College provides informational programs and prevention education for students. These initiatives can include:

* Students can obtain information on services for and educational opportunities regarding sexual assault, dating and domestic violence and stalking on the Lincoln College website.
* Educational materials are available to Residence Life Staff members through the Health Services Office located in Student Services.
* Training with all student athletes during orientation.
* Programming in the residence halls for the promotion of healthy relationships include:
* Help Wanted
* Sex in the Dark
* Safe Sex Olympics
* Spread the LYNX not Diseases
* Don’t Be Silly; Wrap Your Willy
* Date with Crew
* Safe Sex
* Drop a Worry and Get a Treat
* Mystery behind the Chocolate
* That’s What She Said
* I Got My Sister’s Back
* Safe Sex Bulletin Board

**Abuse and Neglect Reporting**

Illinois Public Act 97-011 was signed into law with an immediate effective date on June 27, 2012. The Abused and Neglected Child Reporting Act was amended to include institutions of higher education personnel, athletic program or facility personnel requiring a duty to report when they have “reasonable cause to believe a child known to them in their professional or official capacity may be an abused or neglected child…” The DCFS Hotline is 1-800-25ABUSE (22873). If you have questions regarding these requirements you can contact Student Services at 217-735-7298 for assistance. Lincoln College began to develop and implement this legislation immediately. Lincoln College will inform all personnel of the duty to report, the method of making the reports and the subsequent procedures that will be followed after a report has been made. The information will be communicated to employees and posted on the College’s website at [www.lincolncollege.edu](http://www.lincolncollege.edu).

**Clery Act Reporting**

Publication of this annual report is required by federal law. Lincoln College’s annual crime statistics were compiled by the Student Affairs Office, campus officials with responsibility for oversight of student activities, and relevant local police agencies. The College’s yearly crime statistics are compiled on a calendar-year basis in accordance with the definitions of crimes provided by the FBI for use in the Uniform Crime reporting (UCR) system. The report includes statistics for the previous year concerning crimes that occurred on its campuses and were reported to the Student Affairs Office or designated campus officials. Additionally, these statistics include people referred for campus disciplinary action for categories required under the Jeanne Clery Disclosure of Campus Safety Policy and Campus Crime Statistics Act, including liquor and drug law violations and illegal weapons possession.

A daily offense log is available for public review in the Campus Safety Office located in the Meyer-Evans Student Center.

**Clery Act Reporting Descriptions**

**Hate Crimes** are crimes that manifest evidence that the victim was intentionally selected because of the victim’s actual or perceived race, religion, sexual orientation, gender, ethnicity or disability. Reportable crimes that are reported as such will be included in the report included in this manual. Additional categories for reporting hate crime data include larceny, simple assault, intimidation, destruction, damage or vandalism of property.

**Student Conduct Referrals** – persons not arrested for liquor law violations, drug law violations or illegal weapons possession, but who were referred for campus disciplinary action. A referral for campus disciplinary action for violation of college policies regarding alcohol, drugs, or weapons does not necessarily mean that a violation of law has occurred. Referrals that were the result of arrest or citation are reflected elsewhere in the chart. Data reported by the number of individuals referred for campus disciplinary action are from the Student Conduct Incident Reports.

**Classifying Crime Statistics**

The statistics on the preceding pages are published in accordance with the standards and guidelines used by the Federal Bureau of Investigation Uniform Crime Reporting Handbook and the Clery Act.

The number of victims involved in a particular incident is indicated for the following crime classifications: murder/non-negligent manslaughter, negligent manslaughter, forcible and non-forcible sex offenses and aggravated assault. For example, if an aggravated assault occurs and there are three victims, this would be counted as three aggravated assaults in the crime statistics chart.

The number of incidents involving a particular offense is indicated for the following crime categories (includes one offense per distinct operation): robbery, burglary, larceny, and arson. For example, if five students are walking across campus together and they are robbed, this would count as one instance of robbery in the crime statistics chart.

In cases of motor vehicle theft, each vehicle stolen is counted.

In cases involving liquor law, drug law and illegal weapons violations, each person who was arrested is indicated in the arrest statistics. If an arrest includes offenses for multiple liquor or drug law violations, it is only counted as a drug law violation since it is the more egregious offense.

The statistics captured under the “Referred for Disciplinary Action” section for liquor law, drug law, and illegal weapons violations indicate the number of people who are referred to the Student Conduct system and found responsible for violating those specific laws. Being found responsible includes a referral that resulted in disciplinary action being initiated by the judicial system and a record of the action being kept on file.

Statistics for hate crime are counted in each specific Clery-reportable crime category.

**Sex Offender Registry**

The Illinois State Police operates and maintains online access to registered sex offender data. Searchable by name or location. Use of the registry is one tool to help protect your safety, and we especially recommend that those students residing off-campus periodically check the registry for nearby offenders. Access to this online can be obtained through the Campus Safety Office located in the Meyer-Evans Student Center. Please note that the system only provides information related to sex offenders qualifying by law for the registry, and is not a complete record of a person’s criminal history. The College does not maintain the information in the registry, and is not responsible for its accuracy.

To comply with Illinois law, registered sex offenders are required to register in person with the Campus Safety Office located in Meyer-Evans Student Center within three days of registering for classes at Lincoln College or accepting employment with Lincoln College, regardless of work location. Registered sex offenders are also required to update that registration when employment or enrollment status changes, and at the beginning and end of each academic term.

|  |  |  |  |
| --- | --- | --- | --- |
| **Yearly Crime Statistics** | | | |
| **Offenses** | **2020** | **2019** | **2018** |
| Murder/Non-negligent  Manslaughter | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 |
| Sex Offenses-Forcible |  |  |  |
| \*Rape | 1 | 0 | 2 |
| \*Forcible Fondling | 0 | 0 | 2 |
| Sex Offenses—Non-forcible | 0 | 0 | 0 |
| \*Incest | 0 | 0 | 0 |
| \*Statutory Rape | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Domestic Violence | 2 | 0 | 0 |
| Dating Violence | 0 | 5 | 0 |
| Stalking | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |
| -Liquor Law Violations – Arrest on Campus | 0 | 0 | 0 |
| -Drug Law Violations- Arrest on Campus | 0 | 0 | 2 |
| -Weapons Law Violations – Arrest on Campus | 1 | 0 | 0 |
| Liquor Law Violations – Disciplinary Actions | 28 | 37 | 37 |
| Drug Law Violations – Disciplinary Actions | 21 | 43 | 28 |
| Weapons Law Violation- - Disciplinary Actions | 3 | 0 | 0 |
| Unfounded Crimes | 0 | 0 | 0 |

|  |  |  |  |
| --- | --- | --- | --- |
| **LCN CRIME STATISTICS 2021** | **2020** | **2019** | **2018** |
| Murder/Non-negligent  Manslaughter | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 |
| Sex Offenses-Forcible | 0 | 0 | 0 |
| \*Rape | 0 | 0 | 0 |
| \*Forcible Fondling | 0 | 0 | 0 |
| Sex Offenses—Non-forcible | 0 | 0 | 0 |
| \*Incest | 0 | 0 | 0 |
| \*Statutory Rape | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Domestic Violence | 0 | 0 | 0 |
| Dating Violence | 0 | 0 | 0 |
| Stalking | 0 | 0 | 0 |
| Hate Crimes |  |  |  |
| -Race | 0 | 0 | 0 |
| -Gender | 0 | 0 | 0 |
| -Religion | 0 | 0 | 0 |
| -Sexual Orientation | 0 | 0 | 0 |
| -Gender Identity | 0 | 0 | 0 |
| -Disability | 0 | 0 | 0 |
| -Ethnicity | 0 | 0 | 0 |
| -National Origin | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |
| -Liquor Law Violations – Arrest on Campus | 0 | 0 | 0 |
| -Drug Law Violations – Arrest on Campus | 0 | 0 | 0 |
| -Weapons Law Violations – Arrest on Campus | 0 | 0 | 0 |
| Liquor Law Violations – Disciplinary Actions on Campus | 0 | 0 | 0 |
| Drug Law Violations – Disciplinary Actions on Campus | 0 | 0 | 0 |
| Weapons Law Violation – Disciplinary Actions on Campus | 0 | 0 | 0 |
| Unfounded Crimes | 0 | 0 | 0 |

**Hate Crimes**

2020: No hate crimes reported.

2019: No hate crimes reported.

2018: No hate crimes reported.

**2020 Campus Fire Safety Annual Compliance Report**

In accordance with the Higher Education Opportunity Act of 2008 (20 U.S.C. § 1092(j)), Lincoln College has put together the Campus Fire Safety Compliance Report. HEOA calls for all Title IV eligible institutions that participate in Title IV programs and maintain on-campus student housing facilities to publish an annual fire safety report that outlines fires safety systems, policies, practices, and statistics. The following report discloses all information required by HEOA as it relates to Lincoln College.

**Statement of College Owned/Controlled Student Housing**

Lincoln College currently has 8 residence halls on campus. Below are the individual residence halls with a description of the fire alarm systems.

* **Heritage South Hall:** Heritage South Hall is a residence hall that can house 120 students. Heritage South is a three story building consisting of the main building and two wings. Each room in this residence hall is equipped with smoke alarms. The hallways are have hard wired smoke detectors that when activated will dispatch the Lincoln Fire Department. Heritage South also has a sprinkler system in each room and in all hallways and common areas.
* **Heritage North Hall:** Heritage North Hall is a residence hall that can house 60 students. Heritage North is a three story building that is equipped with smoke/fire alarms and is equipped with a sprinkler system.
* **Heritage West Hall:** Heritage West Hall is a residence hall that can house 60 students. Heritage West is a three story building that is equipped with smoke/fire alarms and is equipped with a sprinkler system.
* **Carroll North Hall**: Carroll North Hall is a residence hall that can house 85 students. Carroll North Hall is a three story building that is equipped with smoke/fire alarms, and sprinkler system in each room/hallway/common areas. The alarm system in Carroll North Hall will dispatch the Lincoln City Fire Department when activated.
* **Carroll South Hall:** Carroll South Hall is a three story building that can house 85 students. Carroll South Hall is equipped with smoke/fire alarms, and sprinkler system in each room/hallway/common areas. The alarm system in Carroll South Hall will dispatch the Lincoln City Fire Department when activated.
* **Hoyle Hall:** Hoyle Hall is a two story residence hall that can house 85 students. Each room in this residence hall is equipped with smoke alarms. The hallways are have hard wired smoke detectors that when activated will dispatch the Lincoln Fire Department. A sprinkler system was installed in Hoyle Hall in 2009.
* **Olin Sang Hall:** Olin Sang Hall is a two story residence hall that can house 74 students. Olin Sang Hall is equipped with smoke/fire alarms and is equipped with a sprinkler system.
* **Lynx Village**: Lynx Village is a new addition to the campus as of August 1, 2017. Lynx Village are pods that consist of 3, 4, or 5 bedrooms with one or two bathrooms. The pods are constructed so that each student has a private bedroom and shares the bathroom with the other occupants of the pod. The total capacity of Lynx Village is 39 and equipped with smoke/fire alarms and sprinkle system that if activated will notify the Lincoln City Fire Department.

**Supervised Fire Drills**

Mandatory, supervised fire drills are conducted for each residence hall in the fall and spring semesters by the Office of Residence Life. Students are notified of evacuation routes along with evacuation routes posted on the back of every residence hall room.

**Policies on Smoking, Open Flames, and Appliances**

All residence halls and academic buildings are completely smoke-free. Residents and their guests may not smoke in the interior of any campus building. No lighting or heating device that produces an open flame or smoke is allowed in any on-campus residence. This includes candles, incense, open flames, kerosene, electric or propane heaters, hot plates and fuel containers.

**Evacuation Procedures**

When a building alarm sounds, students should immediately evacuate the building; to evacuate, walk quickly to the nearest marked exit. As you do so alert others to leave and close all doors along the exit path in order to confine the fire and reduce oxygen to the blaze. Do not use elevators during a fire.

**Fire Safety Policies**

Lincoln College recognizes that fire safety is everyone’s responsibility. In a residential setting, carelessness affects not only one student’s safety, but that of every resident of the building. As explained in the Student Handbook, all residents should actively avoid creating fire hazards and are not permitted to:

* Smoke anywhere in any College residence building.
* Use candles, incense or oil lamps.
* Cover exterior of room door with flammable decorations.
* Use non-fire retardant window coverings.
* Hang items from fire sprinkler heads, heat detectors, or smoke detectors.
* Hang items from lights or ceilings.
* Hang lights out of windows or over top of window coverings.
* Use Medusa lamps with plastic shades, halogen lamps, holiday/decorative lamps, (rope lighting), or electrical decorations that are not UL approved.
* Overload electrical outlets (MUST use surge protectors).
* Run electrical cords under carpets or furniture.
* Bring in live Christmas trees.
* Put anything in front of, on top of, or against heating vents or radiators.
* Store excessive trash, paper, or flammable items (paint, fuel, propane tanks, etc.).
* Have explosive devices (fireworks, firearms and weapons).
* Use open flames inside/outside the buildings (i.e. barbecue grills).
* Use toaster ovens, hot plates, sandwich makers, waffle irons, halogen lights or George Foreman type cooking apparatuses.

This list is not all inclusive. Additional items may be added as deemed necessary by College personnel or as outlined in the College’s Housing Contract. Violating the aforementioned is considered a violation of the housing standards, which may result in punitive action. The College holds routine fire safety drills in each student housing facility twice a semester in accordance with Illinois State Law, and all residents are expected to participate. Students may not disregard a fire alarm or refuse to evacuate a building in which an alarm is sounding, regardless of its nature (drill, false alarm, or actual alert). Residents who fail to evacuate a building in a voluntary and timely manner will be subject to disciplinary action and possible change of or removal from College housing.

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| --- | --- | --- | --- | --- | --- | --- |
| **FIRE STATISTICS as reported to the Office of Campus Safety** | | | | | | |
|  | **2020** | | **2019** | | **2018** | |
| **Building** | **Fire** | **Injuries/**  **Deaths** | **Fire** | **Injuries/**  **Deaths** | **Fire** | **Injuries/**  **Deaths** |
| **Heritage South** | 0 | 0 | 0 | 0 | 0 | 0 |
| **Heritage North** | 0 | 0 | 0 | 0 | 0 | 0 |
| **Heritage West** | 0 | 0 | 0 | 0 | 0 | 0 |
| **Carroll North** | 0 | 0 | 0 | 0 | 0 | 0 |
| **Carroll South** | 0 | 0 | 0 | 0 | 0 | 0 |
| **Olin Sang** | 0 | 0 | 0 | 0 | 0 | 0 |
| **Hoyle** | 0 | 0 | 0 | 0 | 0 | 0 |

**Fire Log**

**Campus Safety maintains a Fire Log of all actual fires which occur on campus.**

**The Fire Log is available for public review at the Office of Campus Safety.**

UNIFORM CRIME REPORTING (UCR) DEFINITIONS

**Murder**

The willful (non-negligent) killing of one human being by another.

**Manslaughter by Negligence**

The killing of another human being through gross negligence.

**Sexual Assault (Sex offenses)**

Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

**Rape**

The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females

**Fondling**

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

**Incest**

Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law

**Statutory rape**

Sexual intercourse with a person who is under the statutory age of consent.

**Robbery**

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

**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.

**Burglary**

The unlawful entry of a structure to commit a felony or a theft. Motor Vehicle Theft The theft or attempted theft of a motor vehicle.

**Arson**

The unlawful and intentional setting of a fire to any form of property. The malicious or fraudulent burning of property.

**Dating Violence**

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition:

* Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
* Dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence**

A felony or misdemeanor crime of violence committed:

* By a current or former spouse or intimate partner of the victim;
* By a person with whom the victim shares a child in common;
* By a person who is cohabitating with, or has cohabitated with the victim as a spouse or intimate partner;
* By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
* By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred

**Stalking**

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

* Fear for the person’s safety or the safety of others; or
* Suffer substantial emotional distress.

For the purposes 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.

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

**Liquor Law Violations**

The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

**Drug Law Violations**

The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

**Weapons Possession**

The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

**Hate Crimes**

A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim.

Although there are many possible categories of bias, under the Clery Act, only the following eight categories are reported:

* **Race**: A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.
* **Religion**: A pre-formed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.
* **Sexual Orientation**: A pre-formed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person’s physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.
* **Gender**: A pre-formed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.
* **Gender Identity**: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup. A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.
* **Ethnicity**: A pre-formed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term “race” in that “race” refers to a grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.
* **National Origin**: A pre-formed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.
* **Disability**: A pre-formed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

For Clery Act purposes, hate crimes include any of the following offenses that are motivated by bias.

* Murder and Non-negligent Manslaughter
* Sexual Assault
* Robbery
* Aggravated Assault
* Burglary
* Motor Vehicle Theft
* Arson
* Larceny/Theft - The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another
* Simple Assault: an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
* Intimidation: to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack
* Destruction/Damage/Vandalism of Property: to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

The first seven offenses are defined and discussed in the Criminal Offenses section earlier. In addition to those offenses, Larceny-Theft, Simple Assault, Intimidation, and Destruction/Damage/Vandalism of Property are included Clery Act statistics only if they are Hate Crimes.



No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance. Legal citation: Title IX of the Education Amendments of 1972, and its implementing regulation at 34 C.F.R. Part 106 (Title IX). Students should direct inquiries to Title IX Coordinator **Kristen Robinson** Director of Human Resources/Risk Management, Hart Science, Lincoln College, 300 Keokuk St., Lincoln, IL 62656. Phone 217-735-7224 or krobinson@lincolncollege.edu.