



DOMINICAN UNIVERSITY

**Main Campus 7900 w. Division
Priory Campus 7200 w. Division
River Forest, Illinois 60305**

2017 Annual Security and Fire Safety Report

2017 Annual Security Report

This annual safety report summarizes the elements of the campus safety program, which is administered and maintained by the Office of Public Safety. This public disclosure is intended to comply with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the “Clery Act”) and inform current and prospective students and employees of the safety programs and policies in place at Dominican University, and the institution’s state of readiness to detect and respond appropriately to emergencies.

This report can be viewed online at:

https://jicsweb1.dom.edu/ICS/Portlets/ICS/Handoutportlet/viewhandler.ashx?handout_id=333e93a1-51db-4067-aeaa-665a71dc2921. Hard copies of the report are available by calling 708-524-6750 or by visiting the Public Safety Office located in the first floor of the parking garage. The Public Safety office is open from Monday through Friday, 8:00am to 4:00pm excluding holidays.

While Dominican University enjoys a low crime rate, no community is immune from crimes. It is through preparedness that we can help reduce the likelihood of criminal acts. This report is intended to heighten awareness of safety issues and support continued safety at Dominican.

Mission Statement

Dominican University is committed to promoting a safe, secure and value-centered educational environment that is conducive to academic and personal development. We achieve this goal through the effective combination of security policies, educational programs, and the timely reporting and communication of campus crime statistics and incidents. Safety and security is a shared responsibility of the entire university community.

Campus Public Safety Officers

Authority of officers

Dominican University security officers are an unarmed informational force and maintain jurisdiction in all areas of campus. The officers are in direct communication with the police and fire departments of River Forest, IL, who are available whenever assistance is needed. Public Safety officers may enter all university buildings including the residence halls at any time while on duty. Dominican University security officers do not have arrest authority, but call on local police for the detainment of trespassers or persons involved in criminal activities or for the investigation of alleged criminal offenses.

Responsibilities of officers

In an effort to prevent crime, officers regularly check all emergency equipment, lights, doors or windows found ajar or unlocked while on patrol of the campus. They report on overgrown hedges, malfunctioning lighting, and monitor areas where construction may pose the risk of injury. More specific duties and responsibilities of campus public safety officers are outlined in the current edition of the campus public safety operations manual. Their duties are primarily limited to the campus and include the authority to assist with emergencies, investigate alleged policy violations and file reports. All professional staff officers in Public Safety are trained and certified in providing CPR, and in the use of an Automatic Electronic Defibrillator (AED). Officers patrol the campus 24 hours a day, 365 days a year. The Department of Public Safety is staffed by 15 full time and 3 part time employees. Allied Universal provides officers to staff these positions. The department is augmented by a student staff.

Campus Public Safety Services

Dispatch

The dispatch center is located in the 1st floor of the Parking Garage and is staffed 24 hours a day/365 days a year and includes services such as public safety dispatch, access control, maintaining life safety systems, CCTV video monitoring and emergency notification systems. Dispatchers work all shifts, weekends, holidays, administrative closure days, and inclement weather days. All calls for non-emergency assistance (lockouts, unlocks, etc.) are to be directed to the security line 708-524-5999 or ext. **5999**.

Student Patrol/Escort Service

Students employed and supervised by Public Safety patrol both campuses and can escort students upon request. They carry two-way security radios and are in direct communication with a supervisor.

Enhanced-911 (E-911)

911 calls are routed by the phone company to the West Suburban Consolidated Dispatch Center at the Village of River Forest Police Department. "Enhanced," means that the 911 operator has call display features, which tell them your phone number and the location you are calling from. However, you will still need to verify those things for them. This system allows communications personnel to know from where a call originates, even if the caller cannot speak. If the number you are calling from is unlisted or unpublished, the information will still be displayed. Enhanced 9-1-1 for cellular telephone calls is not yet available so it is very important to make sure to state the location of the emergency, nature of the emergency, who is involved and your cellular telephone number for verification. The dispatchers are provided with the telephone number you are calling from, the address of the cellular tower the call is routing from, and the approximate location of the caller. When calling from a cellular telephone be aware of your surroundings, look for landmarks and when driving stop at a safe place and then place your call to 9-1-1.

Campus Telephones

Telephones are located in many of the common areas of campus buildings and are available to report emergencies or ask for assistance. Emergencies may be reported on any campus phone. Please inform the dispatcher of the nature and location of the emergency.

Lost and Found

Public Safety serves as the University's central depository for recovered items in order to safeguard them while assisting in their return to the rightful owner. Found property can be turned in to Public Safety 24 hours a day, 365 days a year by contacting dispatch at 708-524-5999. Inquiries concerning lost property should be directed to the Office of Public Safety between 8:00am to 4:00pm, Monday through Friday. All property not claimed within 30 days is donated to charity or destroyed.

Dominican University Star Card

Dominican University issues each student, employee and affiliated guest an identification card that includes their name and image, referred to as a Star Card. The Star Card serves as an identification card; an electronic key card controlling access to residence halls and other buildings, the Library, facilities, and staff office buildings; and DU Dollars which can be used to purchase goods and services at select locations on campus.

Locker Registration Information

To obtain a locker on campus:

- Pick up a locker registration card from the Office of Public Safety
- Purchase a lock
- Select a locker
- Complete the registration card
- Put the lock on the locker
- Return the completed registration card to the Office of Public Safety

Locker locations:

- Tan lockers are available in the lower level of the Crown Library.
- Light blue lockers are available outside the fitness center.
- Lockers are first come, first served.

Emergency Assistance Call Stations

Emergency assistance call stations are located in all of the stairwells of the parking garage and emergency rescue stations in the Parmer Hall stairwells. These call stations are for requesting emergency assistance and for alerting Public Safety of a crime or suspicious activity. Call stations allow persons to press a button and immediately contact the University Dispatcher, as do all emergency call boxes, handsets or intercoms in the campus elevators. All call boxes and all elevator handsets and intercoms are tested regularly by trained university personnel, municipal personnel or outside service technicians to ensure these devices are working properly.

Procedures for Reporting a Crime

Dominican encourages individuals to report all crimes or other emergencies that occur on campus to Public Safety in an accurate and prompt manner. Dominican provides different ways to report crimes or other emergencies to Public Safety or obtain help. It is the university's policy that Dominican community members should also contact Public Safety whenever they observe anything suspicious, believe they have discovered or witnessed a crime or come across a hazard, which could cause harm to themselves or others. Individuals can privately report a crime or other emergency to Public Safety by dialing 708-524-5999 or ext. 5999. As appropriate, Public Safety will contact the River Forest Police Department or other law enforcement agencies.

Contact Information to Report Concerns

Public Safety and 24-Hour on campus escort..... (708) 524-5999

Public Safety e-mail.....dusecurity@dom.edu

Public Safety Office..... (708)-524-6750

Office of the Dean of Students..... (708) 524-6822
(8:30 a.m. – 4:30 p.m.)

Office of Residence Life..... (708) 524-6219
(10:00 a.m. – 3:00 p.m.)

River Forest Police (708) 366-7125
(Non-emergency and off-campus escort)

Emergency..... 911

Each building elevator is equipped with an emergency phone. Parmer Hall utilizes emergency assistance call stations in its stairwells. The parking garage has a blue light emergency call system. All these systems are monitored by security 24 hours a day.

Daily Crime and Fire Logs

Crime Log

The University's Public Safety Department maintains a written daily crime log and a fire log. The purpose of the daily crime log is to record all **criminal incidents** and **alleged criminal incidents** that occur either on campus, in or on the University's non-campus buildings or property, or on public property within or immediately adjacent to and accessible from the campus, and that are reported to Public Safety. The log is designed to record and disclose crime information on a timely basis. A crime is entered into the log as soon as it is reported to Public Safety. The crime and fire log, for the most recent 60-day period open to public inspection during business hours. Older portions of the crime log must be made available within 2 days of a request for inspection. This log is available for review in the Office of Public Safety during normal business hours 8:00am-4:00pm Monday through Friday excluding holidays and includes the date and time of the incident, the nature of the incident, the general location, and the disposition of the complaint or report, if known.

Information may be withheld from the daily crime log if there is clear and convincing evidence that the release of the information would either jeopardize an ongoing criminal investigation or the safety of the individual; cause a suspect to flee or evade detection; or result in the destruction of evidence. The university will disclose any information withheld from the crime log once it is determined that the adverse effect described above is no longer likely to occur.

Fire Log

This log records, by the date reported, any fire that occurs on University owned property including both Main and Priory Campuses. This log is designed to record and disclose incidents of fire on a timely basis. The fire log includes the date and time of the fire, the date it was reported, the nature of the fire, and the general location of the fire. Both the Crime and Fire Logs have been combined for easier accessibility.

Campus Security Authorities

Even at institutions with a police or security department on campus, a student who is the victim of a crime may be more inclined to report it to someone other than the police/security. For this reason, the Clery Act requires Dominican University to collect crime reports from a variety of individuals and organizations that the law considers to be "Campus Security Authorities" (CSA). "Employees" are considered CSAs based on the following functions:

- Their official job responsibilities involve significant interaction with students and/or campus activities.
- They serve as informal or unofficial mentors to students, or advise student organizations, projects, and activities.
- They serve as a member in an office or of a committee to whom students are instructed and informed to report and discuss crimes, allegations of crimes, and other troubling situations, and/or
- They have oversight for disciplinary procedures.

A CSA's Responsibilities

- If a CSA becomes aware of crime information and believes it was provided *in good faith*, he/she should document it as a crime report and in a prompt manner (within 24 hours), submit it to Public Safety.
 - "*In good faith*" means there is a reasonable basis for believing that the information is not simply rumor or hearsay. That is, there is little or no reason to doubt the validity of the information.
- What CSA's must disclose, therefore, are statistics from reports of alleged criminal incidents. It is not necessary for the crime to have been investigated by the police or campus security authority, nor must a finding of guilt or responsibility be made to disclose the statistic. Personally identifiable information need not be disclosed, unless a danger is present.

Police Support

The Dominican University Office of Public Safety works in cooperation with local police. They are in direct communication with the police and fire departments and call upon their assistance when needed. The university does not have a formalized memorandum of understanding with the River Forest Police Department and has no student organizations that maintain use of off-campus residential property.

Campus Safety Education and Prevention

The security team emphasizes crime prevention by minimizing crime opportunities and by encouraging students and employees to be responsible for their own and others' security.

Informational Programs about Crime Prevention and Awareness

To educate the university community about how to enhance their own security as well as the safety of others, programs are presented regularly on a variety of crime prevention topics. These programs are offered at residence hall sessions, new student orientation, crime awareness and prevention seminars each year, and through special posters and flyers and ongoing educational material. Through the daily crime and fire logs, timely warnings, newspaper articles, web page postings and tabletop exercises we are able to help better educate the community about crime prevention.

Emergency Response Team

The Emergency Response Team (ERT) is comprised of senior members of various departments within Dominican University who meet regularly to develop and practice the implementation of emergency plans, including disaster response and evacuation. This multidisciplinary approach is an important part of the University's emergency response and business continuity plans.

Members of the Emergency Response Team include (but not limited to):

- Director of Risk Management
- Manager of Public Safety
- Security Compliance & Operations Officer
- Director of Residence Life
- Digital Communications Manager
- Director of Public Information
- Dean of Social Work
- Vice President for Information Technology and Operations
- Director of Information Technology

Behavioral Concern Team

The Behavioral Concerns Team (BCT) is an inter-departmental student behavioral response team for community intervention, mediation and risk management. The team's goal is to consider the best interest of each student it reviews, as well as the entire campus community. The BCT meets regularly to review university policy and procedures, consider reported or observed student behaviors, assess threat, and develop interventions to help connect students with the necessary resources and support. The BCT also functions as the Threat Assessment Team (TAT) as necessary.

The Behavioral Concerns Team core membership is made up of representatives from:

- Dean of Students—Chair
- Assistant Dean of Students/Director of Residence Life – Vice-Chair
- Director of University Ministry
- Assistant Dean, Graduate School of Social Work
- Manager of Public Safety
- Assistant Clinical Director of Counseling Services
- Assistant Dean for Academic Success Services

Standard BCT Review Procedures

The Behavioral Concerns Team has established these guidelines for their work, and will update or alter these procedures, as needed:

- The BCT will meet on a regular basis to review possible concerns submitted in person or by way of the online reporting form.
- In addition to the regularly scheduled meeting times, the BCT will meet when a possible threat is identified that requires immediate assessment. After notification, the BCT will assess the behavior reported and act accordingly.
- For each concern, the BCT will assess the potential danger; explore possible outcomes of various approaches to managing the possible concern/threat.
- After the plan is implemented, the team will be responsible for coordinating follow-up to insure that the threat has been appropriately managed.
- Record of all BCT incidents, plans, and follow-ups will be maintained in confidential files.
- The team recognizes and respects that certain members of the University community will have legal and ethical limitations on information that may be shared when discussing a concern. It is the responsibility of each team member to exercise his or her best professional judgment in determining what information may be shared.
- All members of the BCT will maintain confidentiality of all persons involved unless it is necessary to notify or consult with others in which their input would be necessary for the resolution of a specific behavioral concern. Members of the BCT will balance the need to protect the individual and/or group and the safety concerns of the Dominican community. In all cases, safety of the individual and group has priority over confidentiality.
- The BCT meets as needed to review campus issues, and, if needed, revise the policies and procedures under which it operates.
- In situations/cases when a threat is identified, the BCT may alter its membership to include other personnel, both from the university community and outside of it, to help assess threat level and provide resources and direction, as appropriate. At these times, the BCT becomes the Threat Assessment Team.

Threat Assessment Team (TAT)

Dominican University Threat Assessment Team is tasked with accomplishing the following mission.

- Assess and determine the causes of violent behavior.
- Ensure that these policies are communicated to all students, faculty, staff, parents, and administrators of the University at least once per year.

Timely Warning Notices

The Office of Public Safety will issue a timely warning if a Clery Act crime is reported to campus security authorities or local police agencies; and considered by the University to represent an ongoing threat to students and employees. The Office of Public Safety will issue a timely warning for any Clery Act crimes that are reported to campus security authorities or local police agencies; and considered by the University to represent an ongoing threat to students and employees; and there are enough details known about the crime to provide useful information to the community. These alerts are issued with the consultation of relevant university administration and the local police departments. Identifying information of victims will be withheld from notices. Alerts are routinely posted on the Campus News and the Public Safety web pages. Additionally, alerts may be sent to e-mail accounts, posted in the common area of academic buildings and residential halls, and when appropriate as emergency alerts via email. Emergency text message may also be sent out through an opt-out system.

Emergency Notifications

In the event of an emergency involving an imminent threat to the health or safety of students or employees occurring on campus, Public Safety will confirm that there is a significant emergency or dangerous situation in conjunction with Emergency Response Team and local police departments and will immediately issue a campus-wide notification. The on duty Public Safety supervisor will coordinate with the local police department(s) and the Manager of Public Safety to determine the severity of the reported incident. The Manager and on duty supervisor of Public Safety will coordinate with at least one member of the Emergency Response Team to determine content of the notification and utilize the university's emergency notification system (opt-out emergency alerts via email or text message) to notify the campus community, whether on or off-campus. Dominican University has partnered with Rave Mobile Safety to alert community members of any emergency or extreme circumstances that exist on our campus. Community member's Dominican email address is automatically enrolled, so you will always receive a message should it be necessary. Additionally, Community members may enroll up to two mobile phones to receive text messages. The university will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In conjunction with the RAVE Mobile Safety, the University has begun installation of the Alertus Alert Beacons and Speakers as an additional means of emergency notification. The Alert Beacon attracts attention with an audible alarm and flashing strobes. The wall mounted device has a large text display which informs building occupants of the emergency and instructs them how to respond. The units are in high visibility areas of the residence halls, such as hallways and stairwells. Alert Beacons are programmable to enable safety officials to notify specific areas, buildings, and corridors.



Students, faculty and staff can register online to receive notifications of these emergency events. These messages are transmitted only during emergencies and are an additional real-time avenue of communication. The university's emergency notification messaging system is tested campus-wide at least once a year. Public Safety, in conjunction with the Emergency Response Team and local emergency responders, are responsible for the planning, coordinating and performing these campus wide tests. These tests may be announced or unannounced and may include all or part of; sending an emergency text, email notifications, activating building loudspeakers or web based notifications.

Informing the larger community

In addition, special programs, flyers, bulletins, emails, voicemail and student newspaper articles may be used to disseminate emergency information to the larger campus community. Close communication with the River Forest Police Department and other appropriate agencies is maintained regarding any neighborhood security issues.

Safety of Buildings and Grounds

Academic and Administrative Buildings

Some facilities have individual hours, and the hours vary at different times of the year. Access to the Fine Arts Building, Lewis, Power and Parmer Hall are by card access after normal business hours, and uses varied levels of access. Most academic and administrative buildings do not have a university security officer assigned to them. However, Public Safety officers patrol the academic and administrative building on a regular basis.

Residence Halls

Access to residence halls is restricted to residents, their approved guests, and other approved members of the University community. Residents gain entry by swiping their keycards at the card access readers. Residents are cautioned against permitting strangers to enter the building and are urged to require individuals seeking entry to use their own keycards. Public Safety officers patrol the residence halls on a regular basis.

Maintenance of Campus Facilities

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Public Safety regularly patrols both Main and Priory Campuses and reports malfunctioning lights and other unsafe physical conditions to Physical Plant for correction. Other members of the University community are encouraged to report equipment problems to Public Safety or Physical Plant. The parking garage and all parking lots throughout campus are well lit and routinely patrolled by the officers. The parking garage and all campus elevators are equipped with a communication system linked to the security dispatcher.

Outside Venders/Construction Staff/Contractors

All outside Vender, Construction Staff and Contractors are required check in and out with Public Safety every work day. They are to have proper Dominican University issued Identification badges visible while on either campus.

Video Surveillance

Video surveillance is conducted in various locations throughout both campuses and recorded 24 hours a day, 365 days a year.

Safety in Residence Halls

The university provides security to help protect students in residence halls. The system includes:

- Trained security personnel
- Locked entrance doors
- Information on how students can maintain their safety
- Policies requiring identification cards with magnetic swipe entry to facilities
- Policies requiring guest registration and guest passes
- Policies requiring students to escort guests at all times
- Required programming efforts in areas of safety and security
- Holding students accountable for the actions of their guests

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

- Entering buildings only through designated entrances
- Prohibiting unauthorized entry
- Prohibiting the practice of propping open doors
- Following security procedures at security checkpoints
- Prohibiting the practice of duplicating or sharing room keys
- Prohibiting activities that endanger the safety of others

If a student is found to violate any of these restrictions, the university may impose fines or other sanctions on the student.

Residence hall access/contractor access

Student residence halls are never open to the public. Outside entrance doors to the residence halls are locked at all times and residents are issued a keycard allowing exclusive access to the residence halls. Locks on room doors and all windows ensure resident safety; malfunctioning security devices are repaired promptly. If a resident key is lost or stolen, the corresponding lock is immediately changed. Non-residents including staff or contractors assigned to tasks in the residence halls must receive and wear special identification badges issued from either security or the director of physical plant operations.

Guest procedures and access

Residents must accompany and register guests in the residence halls in accordance with the visitation hours and policies detailed in the residence life guide. Students who violate the policies are subject to the university conduct code. Non-students may be prosecuted for trespassing. Guests are permitted in campus public buildings during the hours of 8 a.m. to 10 p.m., and during specially announced hours. Faculty, staff and students attending or participating in special programs are provided access to facilities after public building hours.

Resident Assistants

Resident Assistants (RAs) are available on each floor of the residence halls. RAs are students carefully selected for their ability to advise and aid residents in everyday situations. The RA lives with and builds relationships with students living in the residence halls. The RA serves as a role model, assisting students, supporting academic achievement, and building community. RAs are responsible for developing programs for the students, maintaining safety and order in the halls and creating a living-learning environment in the residential community.

Emergency Procedures

Building Evacuation

Campus buildings may be evacuated in order to protect the health and safety of occupants from a possible threat; i.e.; fire, utility failure, flooding, bomb threat, chemical spills, noxious / toxic fumes and campus disorders. Occupants may also be directed to a different location, if that location is more secure.

Building evacuation will occur when an alarm sounds and/or upon notification by Public Safety.

- Leave by the nearest marked exit. Follow the **Emergency Evacuation Procedure/FIRE EXIT** signs and alert others to do the same. If evacuation is for only a part of the building or campus grounds, immediately vacate the side in question and relocate as directed.
- Faculty should clear their classrooms and close the door.
- Assist any disabled persons exiting the building. Remember that elevators are reserved for disabled persons. **DO NOT USE ELEVATORS IN CASE OF FIRE OR EARTHQUAKE.** In the event of a fire or earthquake notify Public Safety to assist a disabled person exiting the building.
- Once outside, proceed to a clear area that is at least 100 feet away from the affected building. Security should keep streets, fire lanes, hydrant areas and walkways clear for emergency vehicles and personnel. (If possible, headcounts should be taken.)
- **DO NOT RETURN TO AN EVACUATED BUILDING UNLESS TOLD TO DO SO BY A PUBLIC SAFETY OFFICER OR THE RIVER FOREST FIRE DEPARTMENT.** Security should assist in preventing individuals from returning to the building. (Do not dismiss employees or students unless told to do so by university administrators. In most cases, we will return to the building.)
- If you can hear the fire alarm you should evacuate whether it is in your building or not. This is because when there is a fire you can also have an explosion which can affect surrounding areas very quickly. It is always better to act with caution during any alarm or emergency situation that happens on campus.

Fire Response

In all cases of fire, Public Safety must be notified **IMMEDIATELY**. Dial 911 or 524-5999 or extension 5999.

- Know the location of fire extinguishers, fire exits and alarm systems in your area and know how to use them.
- If a minor fire appears controllable, **IMMEDIATELY** activate the building alarm and contact Public Safety. Then promptly direct the charge of the fire extinguisher toward the base of the flame.
- If an emergency exists, activate the building alarm and also report the fire by phone.
- In the case of large fires that do not appear controllable, **IMMEDIATELY** notify the Office of Public Safety, then evacuate all rooms, closing all doors to confine the fire and reduce oxygen — **DO NOT LOCK DOORS!**
- When the building evacuation order is given, follow the Building Evacuation Procedures. Smoke is the greatest danger in a fire, so stay near the floor where air will be less toxic.

Emergency Notification System

Notification of an emergency and the response can occur by 2 means; either individually or in conjunction with one another:

- Visual / Audible Fire Alarms
- Telephone with In-Person Check
- When the visual and audio signals of the Fire Alarm Systems sound, all occupants should follow the evacuation procedures as outlined.

Public Safety shall make telephone or In-Person notification if the emergency is minor and affects a very small area.

The University provides students and employees with an Emergency Preparedness Guide, which provides the following guidelines to follow before, during and after specific types of emergencies. While the guide does not cover every conceivable situation, it does supply basic guidelines and direction necessary to cope with most campus emergencies. This Guide is designed to assist the university staff [and students?] in knowing the proper steps to take when a response is needed to an emergency situation and to coordinate the activities of the Public Safety staff and other staff members in dealing with emergencies.

Earthquake

During an earthquake remain calm and quickly follow the steps outlined below.

- If indoors, seek refuge in a hallway or under a desk or table. Stay away from glass windows, shelves and heavy equipment.
- If outdoors, move quickly away from buildings, utility poles and other structures.
- If in an automobile, stop in the safest place available, preferably away from power lines and trees. Stop as quickly as safety permits, but stay in your vehicle for the shelter it offers.
- After the initial shock, evaluate the situation, and if emergency help is necessary call Public Safety. Protect yourself at all times and be prepared for after-shocks.
- Damaged facilities should be reported to Public Safety and Physical Plant. **NOTE:** Gas leaks and power failures create special hazards. Please refer to the section on Utility Failures.

When the building evacuation order is given, follow the Building Evacuation Procedure.

Violent or Criminal Behavior

Public Safety is located on the first floor of the parking Garage, and provides the campus with 24-hour help and protection. This service is provided 7 days a week and 365 days a year. For on-campus emergencies, dial 911 from any campus phone.

- Everyone is asked to assist in making the campus a safe place by being alert to suspicious situations and promptly reporting them.
- If you are a victim or witness to any on-campus offense, AVOID RISKS.
- Promptly notify Public Safety at 524-5999 or at extension 5999 as soon as possible and report the incident including the following:
 - Nature of the incident
 - Location of the incident
 - Description of the person(s) involved
 - Description of the property involved
- If you observe a criminal act or you observe a person behaving in a threatening manner on campus, immediately notify Public Safety and report the incident.
- Assist Public Safety staff when they arrive by supplying them with all additional information and ask others to cooperate.
- Should gunfire or discharged explosives be heard on campus, you should take cover immediately. After the disturbance, seek emergency first aid, if necessary.

Responding to an Active Shooter on Campus

An active shooter is a person who is actively threatening lives or is prepared to threaten lives in a populated area. In most cases, active shooters use firearms, and there is no pattern or method to their selection of victims. These dynamic situations evolve rapidly, demanding immediate deployment of law enforcement resources to stop the shooting and mitigate harm to innocent victims. Below are guidelines for faculty, staff and students who may be caught in an active shooter situation.

The main goals are to remain calm and use these guidelines to help you plan a strategy for survival.

If an active shooter is outside your building:

1. Proceed to a room that can be locked.
2. Close and lock all the windows and doors, and turn off all of the lights.
3. If possible, get everyone down on the floor where no one is visible from outside the room.
4. Have one person in the room call 911, advise the dispatcher of what is taking place and inform the dispatcher of your location.
5. Remain in place until the police, or a campus administrator known to you, gives the “all clear.”

If an active shooter is in the same building with you:

1. If possible, safely exit the building.
2. If escape is not possible, lock the room you are in.
3. Turn off all of the lights.
4. If possible, get everyone down on the floor where no one is visible from outside the room.
5. Have one person in the room call 911, advise the dispatcher of what is taking place, and inform the dispatcher of your location.
6. Remain in place until the police, or a campus administrator known to you, gives the “all clear.”

If an active shooter enters your office or classroom:

1. If possible, get out of the room.
2. If escape is not possible, try to remain calm and seek cover.
3. If possible, dial 911 from any phone and alert police to the shooter’s location. If you cannot speak, leave the line open so the dispatcher can listen to what is taking place because 911 can often determine a location from the call.
4. If there is absolutely no opportunity to escape or hide, it might be possible to negotiate with the shooter; attempting to overpower the shooter with force should be considered a last resort, after all other options have been exhausted.
5. If the shooter leaves the area, proceed immediately to a safer place and do not touch anything that was near the shooter.

No matter what the circumstances, if you decide to flee during an active shooter situation

1. Do not attempt to carry anything while fleeing.
2. Move quickly, keep your hands visible and follow the instructions of any police officers you may encounter.
3. Do not attempt to remove injured people. Instead, leave wounded victims where they are and notify authorities of their location as soon as possible.

IMPORTANT: Before any emergency occurs, become familiar with the buildings you frequent. Make sure you have an escape route and plan for how you could respond.

BOMB THREAT

If you observe a suspicious object or potential bomb on campus, **DO NOT HANDLE THE OBJECT.** Clear the area and **IMMEDIATELY** call Public Safety at 524-5999 or at extension 5999.

- Telephone Bomb Threat: Any person receiving a telephone call bomb threat should ask the caller:
 - When is the bomb going to explode?
 - Where is the bomb located?
 - What kind of bomb is it?
 - What does it look like?
 - Why did you place the bomb?

- Keep talking to the caller as long as possible and record the following:
 - Time of call.
 - Age and sex of caller.
 - Speech pattern or detectable accent.
 - Emotional state of caller.
 - Background noise.

Immediately notify Public Safety and report the incident.

- Fire Department personnel and Public Safety Officers will conduct a detailed bomb search. Employees are requested to make a cursory inspection of their area for suspicious objects and report the location to Public Safety. **DO NOT TOUCH THE OBJECT!** Do not open drawers, cabinets, or turn lights on or off.
NOTE: DO NOT USE THE RADIO COMMUNICATIONS. USE OF RADIOS MAY ACTIVATE SOME TYPES OF EXPLOSIVES.
- If the building evacuation order is given, follow the evacuation procedure outlined in Building Evacuation Procedure.

Tornado Response

In the Village of River Forest, the civil alert siren sounds for severe weather. You should proceed to an interior portion of the building, away from glass or other such debris that could cause injury, and crouch under a sturdy object for safety. If you happen to be in a building with a basement, you should proceed to that location (if the basement is accessible). Depending on the severity of the situation, personnel from Security may or may not be available to assist you in this process. As a rule, if the weather looks ominous, take it upon yourself to relocate to a safe area and do not wait for university personnel to notify you.

NOTE: A Tornado Watch means conditions are favorable for a tornado to exist.

NOTE: A Tornado Warning means that a funnel cloud was sighted in the sky or has actually touched down on the ground.

NOTE: If the campus sustains damage, where occupants are no longer safe, building evacuation procedures as already related will be enacted and followed.

For your information, the Village of River Forest sounds the civil alert siren as a test on the first Tuesday of the month at 10:30 a.m.

Utility Failure

In the event of a major utility failure occurring immediately notify switchboard by dialing "0".

- If there is potential danger to building occupants notify Public Safety at 524-5999 or at extension 5999.
- When the building evacuation order is given, follow the Building Evacuation Procedure.

ADDITIONAL INFORMATION AND PROCEDURES

Electrical / Light Failure: At present time there is minimal emergency lighting to provide sufficient illumination in corridors and stairs for safe exiting. Do not evacuate or dismiss employees or students unless told to do so and if no other danger exists. In most cases, power will be restored or classes will be relocated to another section with power.

Elevator Failure: If you are trapped in an elevator, press the emergency alarm located on the front panel which will signal for help. **NOTE: REMAIN CALM.**

Plumbing Failure / Flooding: Do not use any electrical equipment. Notify Public Safety at 524-5999 or at extension 5999. If necessary, evacuate the area.

Gas Leak: Cease all operations. **DO NOT TURN ON LIGHTS OR ANY ELECTRICAL EQUIPMENT.** Remember, electrical arcing can trigger an explosion. Notify Public Safety immediately.

Ventilation Problems: If smoke odors come from the ventilation system, immediately notify Public Safety at 524-5999 or at extension 5999. If necessary, cease all operations and evacuate the area.

Water Supply Failure: In the event of water supply failure notify Public Safety immediately at 524-5999 or at extension 5999. Physical Plant should also be notified at 524-6779 or at extension 6779, Monday through Friday, 8:00 a.m. – 4:30 p.m.

Chemical / Radiation Spill

- Any spillage of a hazardous chemical or radioactive material is to be reported IMMEDIATELY to the Office of Public Safety at 524-5999 or at extension 5999.
- When reporting, be specific about the nature of the involved material and the exact location. Public Safety will contact the necessary specialized authorities and medical personnel.
- The key person on site should vacate the affected area at once and seal it off to prevent further contamination of other areas until the arrival of Public Safety personnel.
- Anyone who may be contaminated by the spill is to avoid contact with others as much as possible, remain in the vicinity and give their name to Public Safety. Required first aid and clean up by specialized authorities should be started at once.
- If the building evacuation order is given, follow the Building Evacuation Procedures.

Explosion or Aircraft Crash

In the event a mishap occurs such as an explosion or a downed aircraft (crash) on campus, take the following action:

- Immediately take cover under tables, desk and other objects, which will give protection against falling glass or debris.
- After the effects of the explosion and/or fire have subsided, notify the Public Safety Office or the Switchboard. Give your name and the location and nature of the emergency.

When the building evacuation is given, follow the Building Evacuation Procedure.

The Immediate Emergency Procedure guides are posted in classrooms, offices, and near all public access phones around campus.

IMMEDIATE EMERGENCY PROCEDURES

EMERGENCY CONTACT PHONE NUMBERS

Public Safety: (708) 524-5999

All Emergencies Needing
Immediate Response: 911

WHEN AN ALARM SOUNDS

- Leave via nearest marked exit.
- Alert others to do the same.
- Faculty: clear classrooms and close the door upon exiting.
- Do not use elevators in case of fire or earthquake.
- Assist disabled persons. Call x5999 for help.
- Proceed to a clear area at least 100 feet away. Do not return inside until directed to do so.

FIRE

- Call 911
- Activate the building alarm.
- Evacuate building using nearest FIRE EXIT.
- Close but do not lock doors to confine the fire.
- Do not re-enter building until given "all clear."

EARTHQUAKE

- Seek refuge in a hallway or under desk or table.
- Stay away from glass windows, heavy shelves, or equipment.
- After the initial shock, evaluate the situation. Call 911 for help.
- Report damaged facilities to Public Safety at x5999.

TORNADO

- If tornado sirens are heard, go to the building's basement.
- If no basement, go to lowest floor and an interior portion of the building away from glass.
- Report damaged facilities by calling x5999.

UTILITY FAILURE

- If failed electric, plumbing, or gas systems create an unsafe situation, call x5999 immediately. If lights fail without clear danger, do not evacuate unless directed.
- Report non-emergency utility failures to Public Safety at x5999.

Plumbing Failure/Flooding

- Do not use electronic equipment in area. Report incident by calling x5999.

Suspected Gas Leak

- Stop operations. Evacuate.
- DO NOT turn on lights or any other electric equipment as this may cause an explosion.

CHEMICAL/HAZARDOUS SPILL

- Report potentially hazardous spills by calling 911.
- Vacate the affected area.
- Report location details.
- Avoid contact with others if you have been contaminated.

VIOLENT OR CRIMINAL BEHAVIOR

- If you witness violent or criminal behavior, move to a safe area and then call 911.
- If possible, report the nature and location of the incident and describe the persons involved.
- Report gunfire or explosive sounds by calling 911.
- If someone is behaving in a threatening manner, call 911.

BOMB THREAT

- If you observe a potential bomb, DO NOT HANDLE IT. Clear the area and call 911.
- If you receive a bomb threat by phone, ask the caller when the bomb will explode, where it is located, what it looks like, and why they placed it.
- Keep them talking and record the age, emotional state, accent and gender of the caller.
- Immediately call 911.
- Evacuate the building.

ACTIVE SHOOTER

- If possible, evacuate building; have an escape route and plan in mind.
- Hide in an area out of shooter's view.
- Lock or block doors to prevent entry, and turn off lights.
- Assign one person to call 911, advise operator of shooter's location and description, silence all other cell phones.
- As a last resort, and only when your life is in imminent danger, attempt to incapacitate shooter.
- Remain in place until police give you the "all clear".

NON EMERGENCY NUMBERS

- Public Safety: (708) 524-6300
- Wellness Center: (708) 524-6229
- River Forest Police Department: (708) 366-7125
- River Forest Fire Department: (708) 366-7629
- Illinois Polson Center: (312) 906-6136

For more helpful information, visit the Public Safety website accessible from Campus News.



Students Governed by Student Code of Conduct

Students are governed by Dominican University's Student Code of Conduct, which contains policies affecting security on campus. Such policies include those that regulate:

- Entry into campus buildings
- Removal, possession of or use of property
- Responsibility for the acts of guests
- Physical abuse
- Harassment
- Hazing
- Possession and use of weapons
- Alcohol or illegal substances

Students can obtain an electronic copy of the student handbook from the Dean of Student's website https://jicsweb1.dom.edu/ICS/Campus_Life/Dean_of_Students_Office/Student_Handbook. The university reserves the right to discipline students for violations of the Student Code of Conduct that occur both on-and off-campus, up to and including expulsion.

Off-Campus Housing

The university does not rent apartments off campus for undergraduate or graduate resident students.

Fraternity and Sorority Houses

The university does not sponsor social fraternities or sororities and no fraternity or sorority houses are available.

Public Safety for Separate Campus Location

Priory Campus

Dominican University's Priory Campus is located .8 miles east from the Main Campus and is considered a separate campus. It is used for housing, dining, parking, classrooms and campus events. This location has on-site security that patrols the campus and local police that assist with patrolling the surrounding vicinities. All Dominican University policies and procedures apply to both campuses. Statistics for this campus are reported, separately, below. Crimes on public property surrounding the Priory Campus are also reported, below, as the Priory Campus borders a public park.

Public Property

River Forest police monitors and records criminal activity on public property and works cooperatively with university security and the dean of students to address problems as they arise.

Public Safety for Satellite Locations and Occasional Instructional Sites

Dominican University has no satellite locations. Occasionally, non-campus locations controlled by other organizations are used. The security and police departments serving their respective communities police them.

Missing Student Policy & Procedure

This policy, with its accompanying procedures, establishes a framework for cooperation among members of the Dominican University community aimed at locating and assisting students who are reported missing. A student shall be deemed missing when he or she is absent from the University for more than 24 hours without any known reason. All reports of missing students shall be directed to Public Safety which shall investigate each report and make a determination whether the student is missing in accordance with this policy. All students shall have the opportunity to identify an individual to be contacted by the University in case a student is determined to be missing. This information is maintained confidentially, will be accessible only to authorized campus officials, and may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation. If a missing student is under the age of 18 years of age and is not an emancipated individual, the Dean of Students is required to notify the parent or guardian of the missing student, as well as any additional contact person designated by the student, no later than 24 hours after the determination by Public Safety that the student is missing. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated individual, Public Safety will notify the River Forest Police no later than 24 hours after it determines that any student is missing. The Dean of Students shall have the responsibility to make provisions of this policy and the procedures set forth below available to students.

Procedure

Any report of a missing student, from whatever source, should immediately be directed to the Public Safety.

When a student is reported missing Public Safety shall:

- Initiate an investigation to determine the validity of the missing person report.
- Contact the Dean of Students.
- Make a determination as to the status of the missing student.
- Notify the individual identified by the missing student as the emergency contact within 24 hours of making a determination that the student is missing.
- If the missing student is under the age of 18 and is not an emancipated individual, notify the student's custodial parent or guardian as contained in the records of the University within 24 hours of the determination that the student is missing.
- Notify the River Forest Police within 24 hours after determining that the student is missing.

The Dean of Students notifies the Director of Residence Life and the President of the University. The Dean of Students shall initiate whatever action he or she deems appropriate under the circumstances in the best interest of the missing student.

Alcohol, Drug and Weapons Policies

Alcoholic Beverages

Legal alcohol consumption

The university observes and upholds local, state and federal drug and alcohol laws as they pertain on campus. Possession, use and sale of alcohol is permitted for students who are 21 years of age or older. Consumption is limited to that student's residence hall room or the room of another student who is also at least 21 years of age. Alcohol may be served at some special events on campus with approval from the Dean of Students.

Approval system

The approval system will ensure that proper alcohol-serving guidelines are followed. Students found in violation of any aspect of the alcohol policy are subject to university conduct action.

Drugs

The university observes and upholds local, state and federal drug laws as they pertain on campus. The purchase, sale, growing, manufacturing, use, possession or distribution without prescription of any controlled substance, drugs or narcotics, sedative-hypnotic drugs such as barbiturates; psychedelic drugs such as LSD; sympathy mimetic drugs such as amphetamine and codeine; marijuana and paraphernalia, on university property, in university-owned vehicles or at off-campus university-sponsored events is strictly prohibited. Misuse or abuse of prescription medications is also prohibited.

Education and Prevention

Dominican University provides drug and alcohol-abuse education programs and prevention services for the entire university community. These services include:

- Option to live on alcohol-free residence hall floor
- Drug and alcohol information and educational materials from Dominican's Wellness Center
- Alcohol and drug abuse prevention materials, along with awareness and education displays are posted throughout the residence halls
- Programs on drug and alcohol topics are provided to students each year

Dominican's Wellness Center offers assessment, treatment, aftercare and referral services. Students may access complete information regarding alcohol, tobacco and drug abuse from the Wellness Center website https://jicsweb1.dom.edu/jics/Resources/Student_Services/Wellness_Center/. More detail is provided in the university's biennial report prepared in compliance with the Drug Free Schools and Communities Act. That report is available from the Dean of Students office.

Weapons

Dominican University is a gun free zone. The **Gun-Free School Zones Act** is a federal United States law that prohibits any unauthorized individual from knowingly possessing a firearm at a place that the individual knows, or has reasonable cause to believe, is a school zone as defined by 18 U.S.C. § 921(a)(25).

Public Safety officers do not carry firearms or any other weapon in their official capacity. Outside law enforcement personnel who are authorized to possess weapons may do so within the scope of their authority. No other persons are permitted to possess weapons on University property.

Weapons and ammunition are potential safety hazards. The purchase, sale, manufacturing, use, possession or distribution of fireworks, firearms, ammunition, weapons or explosive devices is strictly prohibited.

Definitions of Weapons and Ammunition: A weapon is defined as: an instrument of offensive or defensive combat, something to fight with, and is generally any device capable of projecting a ball, pellet, arrow, bullet, missile, shell, or other material. Ammunition is any material capable of being projected by a weapon and makes the weapon operational.

Violation

Any employee, faculty, staff, student, or other representative of the University who violates this policy shall be notified of the violation and subject to disciplinary sanctions under the applicable discipline process.

Any member of the public who violates this policy shall be notified of the violation and asked to comply. If the public member will not comply, the individual shall be removed from campus and subject to all legal penalties, including the criminal trespass from University property.

Weapons:

Defined as any weapon as described in the Illinois Criminal Code. This definition also refers to any weapon described in other provisions of the Illinois Criminal Code of 2012, including but not limited to the following:

- any gun, bow, crossbow or other weapon designed or intended to propel a missile or projectile of any kind, including any pistol, revolver, rifle, musket, long gun or other weapon designed or intended to propel a missile of any kind by action of an explosion of any combustible material;
- any air gun, air pistol, spring gun, spring pistol, B-B gun, paint ball gun, pellet gun or any implement that is not a firearm which impels a breakable paint ball containing washable marking colors or, a pellet constructed of hard plastic, steel, lead or other hard materials with a force that reasonably is expected to cause bodily harm.
- any stun weapon, including any device that emits a momentary or pulsed output, which is electrical, audible, optical or electromagnetic in nature and which is designed to temporarily incapacitate a person;
- any knife, including any dirk, bowie knife, switchblade knife, ballistic knife, machete or razor, except a pocket knife having a folding metal blade of less than three inches;
- any slingshot, spring stick, metal knucks or blackjack;
- any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken or fighting chain;
- any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart;
- any frame, receiver, muffler, silencer, missile, projectile or ammunition designed for use with a dangerous weapon, including any cartridge, pellet, ball, missile or projectile adapted for use in a firearm;
- any explosive substance or explosive device, if such substance or device is intended to be used as a weapon;
- any tear gas, mustard gas, phosgene gas or other noxious or nauseating gases or mixtures of chemicals designed to, and capable of, producing vile, injurious or nauseating odors or gases, if such gas or chemical is intended to be used as a weapon; and
- any weapon of like kind as those stated.

Procedures:

- Dominican University employees, students, visitors, independent contractors and vendors are prohibited from bringing or harboring firearms or dangerous weapons of any kind on the property.
- Authorized individuals of law enforcement agencies of local, state or federal government may maintain personal weapons in their possession while on the property only in the course of official business. Such weapons may not be used or un-holstered except in extreme cases where public safety or human life may be endangered.
- Security Officers who observe individual(s) with a firearm or dangerous weapons shall call 911

One Process: Dominican University Policy and Procedures for Ensuring a Just and Humane Campus

Office of Diversity, Equity and Inclusion

Sheila Radford-Hill, PhD, Chief Diversity Officer/Title IX Coordinator

1.0. History and Philosophy of One Process

1.1. Introduction

Dominican University is committed to ensuring a just and humane campus wherein all community members have the capacity to thrive. The Office of Diversity, Equity and Inclusion (ODEI) works in partnership with community stakeholders to support the culture of equity and inclusion that is critical to the University's mission and identity. When the behavior of some community members challenge the well-being of others, the ODEI determines, to the extent possible, whether the University's policies related to Title IX and gender-based misconduct, ADA and disability, race, bias and other types of harassing conduct were violated. In addition, the ODEI ensures university compliance with federal, state, and local laws covering discrimination and gender-based misconduct. The Chief Diversity Officer administers the Office of Diversity, Equity and Inclusion.

To ensure the university's ability to foster a just and humane campus for all, violations of these policies will not be tolerated. As such, the university community is asked to report incidents that may violate university anti-discrimination and misconduct policies so that efforts can be made to end discriminatory and harassing conduct based on a protected characteristic, prevent its reoccurrence, and, where possible, address its effects. The University takes these reports seriously and is therefore committed to following up on reports of sexual assault, sexual harassment, and discrimination.

1.2. Investigations of Bias-Related Policy Violations are based on a Civil Rights Model

Dominican University has chosen to utilize a model based on procedures for investigating alleged violations of civil rights. Civil Rights violations are highly sensitive and emotional, and require sound and thorough investigations to properly and effectively address them. Any investigation of civil rights violations must be responsive to specific contexts and individual circumstances and must maintain rigorous standards. A civil rights model is based on an active gathering of information by trained investigators. Investigations are designed to be fair, impartial, thorough, and timely. In the civil rights investigation model, it is not the job of the parties to prove whether a policy was violated. It is the job of Dominican University to determine whether there is a preponderance of evidence that a University policy was violated. Investigations involve an active accumulation of information from all relevant sources. Investigators must objectively and impartially collect the pertinent information, confirm its veracity, and analyze the information to understand violations, their causes and effects, and, when necessary, to take corrective action. The duration and scope of investigations can vary, as well as the content of final investigative reports. However, all findings determine the extent to which the parties involved are responsible for violating university policy. Findings may include recommendations on ways to rectify violations for complainants, promote accountability for perpetrators found to have violated University policy, stop ongoing abuses, and prevent their reoccurrence. Findings may also include recommendations to the university to address issues found to have contributed to a policy violation.

The standard used to determine whether the University's anti-discrimination, gender-based, and sexual misconduct policy has been violated is whether it is more likely than not that the respondent violated the policy. This evidentiary standard is often referred to as a preponderance of the evidence.

1.3. Overview of the Investigation Process

There are stages to the process: Receipt of Incident Reports, Intake, and determination of Interim Remedial Actions, including an option for mediation or other options for alternative resolution of the complainant. When appropriate, a notice of a One Process Concern is issued in lieu of a full investigation or alternatively, a Notice of Investigation is issued when a full investigation is warranted. (Stage 1), In cases where a full investigation occurs, Deputy Coordinators manage the case and investigators complete the investigative report, the CDO/Title IX Coordinator issues letters of findings to relevant parties (Stage 2). Once findings have been issued, the complainant may request an appeal. A Review of a request for appeal is completed by the One Process/Title IX Coordinator. If approved, the One Process/Title IX Coordinator convenes a Review Board (Stage 3). If unresolved by the Review Board, an appeal may result in approval of the Right to Further Review (Stage 4). In any full investigation, the complainant and respondent rights in the investigation and resolution process are provided to each party in writing (see Appendix A for a statement of rights).

In general, the investigation and initial resolution of any alleged violation of University anti-discrimination and/or Gender-based and Sexual Misconduct policies (Stages 1 and 2) will be completed within 60 days of the issuance of a Notice of Investigation. Notice of extension is issued if the University determines, in its discretion, that more time is required to complete the investigation.

1.4. Community Based Process

Members of the Dominican University community (faculty/staff/student) are trained to implement this process for a just and humane campus and to offer support. Confidential Resources, Mediators, Investigators, and Investigation Advocates may be faculty and staff members of the community trained by the Chief Diversity Officer or the Committee on Climate, Equity, and Inclusion. Each of the One Process roles is specialized and members of the Dominican University community should serve in only one capacity during an academic year. The roles of One Process stakeholders are defined below:

Confidential Resource (CRs): A Confidential Resource is a member of the Dominican University community who is trained to offer resources and support, explain how the Dominican's grievance and disciplinary system works, and help navigate the reporting process. Confidential Resources may talk to a victim/survivor but is required to report the details of an incident to the Title IX Coordinator without including the reporter's identifying information.

Mediators: Mediation is a resolution process by which both parties agree to meet with an impartial trained mediator. Impartial and trained mediators from the Dominican University community (faculty/staff/student) develop a resolution process to discuss the incident and attempt to resolve it amicably.

Investigators: Trained investigators from the Dominican University community (faculty and/or staff) will interview the complainant, respondent, any witnesses, and any other relevant persons and determine the appropriate order for the interviews. Investigators are trained members of the community including faculty, staff, and external investigators who are appointed and trained by the Chief Diversity Officer. To the extent possible, one investigator will be the note taker and one will be the interviewer. The university, at its discretion, can contract with external investigators to ensure timely and impartial completion of investigations. It is the responsibility of the investigators to determine the facts of the situation under investigation.

Investigation Advocates: A trained investigation advocate from the Dominican University community (faculty/staff/student) can be present for the investigation and/or resolution process. Investigation advocates are trained in investigation protocols. They may advise the complainant or respondent on the proceedings, and communicate expectations about the process of investigation.

Other Advisors: Each party has the right to choose and consult with an advisor; the advisor may be any person, including an attorney, who is not otherwise a party or witness involved in the investigation. While advisors may provide support at any meeting or proceeding, they may not speak on behalf of the parties or otherwise participate in or in any manner disrupt, such meetings and proceedings. Investigators may terminate interviews when advisors violate these terms and conditions for participation in the interviews or proceedings.

Confidential Advisors: A Confidential Advisor is a person who has received 40 hours of training and 6 hours of training updates each year. The Confidential Advisor is trained in sexual assault counseling and may have privileged communications with students related to sexual assault.

Responsible employees: Responsible employees are university employees who have the authority to redress sexual violence or who have the duty to report such incidents. All university employees and contracted staff are responsible employees except licensed mental health professionals, and confidential advisors. Confidential resource persons are exempt from full disclosure. The following groups of student employees are designated as responsible employees: Diversity Advocates, Resource Desk Assistants, Resident Advisors, Student Security, Welcome Desk Workers, Circulation Desk Attendants, Peer Advisors, and University Ministry student staff.

Mandatory Reporters: All University employees, contracted staff, designated student employees, and Trustees are required to report concerning behaviors, including discrimination, harassment and crimes by employees. In addition, state law imposes mandates with respect to the reporting of child abuse and neglect. When an employee or trustee becomes aware of an alleged act of discrimination, sexual harassment or assault, child abuse or neglect, the employee must promptly contact the Title IX Coordinator or the CDO. In cases of child abuse or neglect, the employee must also contact the Department of Children and Family Services hotline. If child abuse or neglect is suspected or disclosed, the reporter should not delay a call to the hotline, even if all the information about the victim or the incident is not readily available. The Illinois Child Abuse Hotline is 1-800-25-ABUSE or 1-800-252-2873.

Reporters should be prepared to provide a phone number where they can be reached in case the Hotline needs to contact the reporter for additional information.

1.5. Confidentiality

As part of a just and humane procedure for mediating and investigating violations of university policy, the University values confidentiality. Although the University will record and report information about the **types of incidents** that are reported, the **types of resolution** processes and outcomes that occur, and **related timelines**, no identifying information will be reported to the community (i.e., name, relationship to the University, and particular details about the incident) unless the University determines that disclosure of such information is legally required or necessary to address a threat to the campus community.

The University will maintain documentation of all hearings or other proceedings, which can take various forms (e.g., notes, written findings of fact, transcripts, or audio recordings, etc.). To the extent permitted by law, the confidentiality of all parties involved in the resolution of alleged or suspected violations of University policy will be observed, provided that it does not interfere with the University's ability to conduct an investigation and take any corrective action deemed appropriate by the University.

In no event will the complainant be required to abide by a nondisclosure agreement that would prevent disclosure of the outcome.

1.6. Prohibition against Retaliation

Dominican University strictly prohibits any adverse action against any individual for reporting, providing information, or exercising one's rights under non-discrimination or sexual misconduct policies. No individual who makes a complaint alleging a violation of these policies or who participates in the investigation or resolution of such a complaint shall be subject to retaliation as a result of such activity or participation. Retaliation exists when action is taken against a complainant or participant in the complaint process that (1) adversely affects the individual's employment or their opportunity to access or benefit from the University's programs or activities; and (2) is motivated in whole or in part by the individual's participation in the complaint process. Any acts of retaliation, as defined here, shall be grounds for disciplinary action, up to and including dismissal for students and termination of employment for faculty and staff.

1.7. Free Expression and Academic Freedom

Dominican University is firmly committed to free expression and academic freedom. We are also committed to creating and maintain a safe, healthy, and harassment-free environment for all members of our community. These are both legitimate interests but discrimination, intimidation, harassment and retaliation against members of the community are not protected expression. The University will investigate any alleged retaliation that involves individual statements, expression or speech.

1.8. Immunity

To encourage reporting, the University pursues a policy of offering witnesses and individuals who wish to report incidents limited immunity from being charged for policy violations. While violations cannot be completely overlooked, the University will provide educational rather than punitive responses in such cases. The seriousness of discrimination and/or sexual misconduct is a major concern and the university does not want any of the circumstances (e.g., drug or alcohol use) to inhibit the reporting of discrimination and/or sexual misconduct.

1.9. Clery Act/Federal Statistical Reporting Obligations

All information will be considered confidential to the greatest extent possible. For federal reporting purposes, all personally identifiable information will be kept confidential, but statistical information must be reported to the relevant authorities. Such reporting protects the identity of the complainant and the respondent.

1.10 Other Grievances

The university community benefits from formal and informal procedures that encourage prompt resolution of complaints and concerns regarding the implementation of policies and procedures that govern the institution. All grievances not involving discrimination and/or gender-based misconduct will be addressed through academic procedures in the Faculty Handbook, employee policies in the Employee Handbook or student conduct procedures in the Student Code of Conduct. These procedures are governed by the Faculty Senate, Human Resources and the Dean of Students.

2.0. Reporting Options

2.0.1 Options available without triggering an investigation

Different employees on campus have different abilities to maintain a complainant's confidentiality.

- Licensed mental health professionals and employees functioning within the scope of their employment and who are supervised by university employees with a professional license cannot disclose confidential information. These employees can maintain near complete confidentiality regarding sexual assault; talking to them is sometimes called a "privileged communication." For Students Only: professional counselors and health care professionals in the Wellness Center can offer near complete confidentiality.
Confidential Advisors may or may not be a licensed mental health professional but does have 40 hours of training and 6 hours of updates each year in sexual assault counseling. Confidential Advisors may have privileged communications with students related to sexual assault.
- Confidential Resources may talk to a complainant in confidence, but are also required to fill out an anonymous university report that keeps identities private. No personally identifying information is released. Disclosures to these employees will not trigger a university investigation against the complainant's wishes. Any member of the Dominican community can talk to a Confidential Resource. For Students Only: Non-counseling and non-medical staff in the Wellness Center can talk to a complainant in confidence.
- All other Dominican employees – including faculty, staff, contracted employees, and designated student employees; i.e. Diversity Advocates, Circulation Desk Attendants, Peer Advisors, Resource Desk Assistants, Resident Advisors, Student Security, Welcome Desk Workers, and University Ministry student staff are required to report all the details of an incident (including the identities of both the complainant and respondent) to the CDO/Title IX Coordinator. A report to these employees (called "responsible employees") constitutes a report to the University – and generally obligates Dominican University to investigate the incident or to take appropriate steps to address the situation.

This policy is intended to make students, faculty, and staff aware of the various reporting and confidential disclosure options available to them – so they can make informed choices. Dominican University encourages anyone who experiences any kind of misconduct or discrimination to talk to someone identified in one or more of these groups.

2.0.2 Privileged & Confidential Communications.

Complainants have the right to request confidentiality. When deciding how they want to proceed, complainants must weigh the fact that maintaining confidentiality can impact the university's ability to adequately investigate a particular incident or to pursue appropriate action against the respondent.

Confidential resources and investigation advocates will still assist the complainant in receiving protection and support services, such as victim advocacy, academic support or accommodations, disability, health or mental health services, and changes to living, working or course schedules.

A complainant who at first requests confidentiality may later decide to file a complaint with the university or report the incident to local law enforcement, and thus have the incident fully investigated. Counselors and advocates will provide the complainant with assistance if the complainant wishes to file a complaint at a later date.

NOTE: While these professional and non-professional counselors and advocates may maintain a complainant's confidentiality vis-à-vis Dominican University, they may have reporting or other obligations under state law. *ALSO NOTE:* If the University determines that the alleged respondents(s) pose a serious and immediate threat to the university community the Title IX Coordinator, Dean of Students or Safety and Security may be called upon to issue a timely warning to the community.

2.0.3. Maintaining a Healthy, Safe Campus

The purpose of reporting an incident is to maintain a healthy, safe campus for all. Reporting enables Dominican University to provide its community members with assistance and support, to collect information to assess the climate of the campus, and to remediate incidents and prevent their reoccurrence. Anyone who experiences or becomes aware of an incident of prohibited conduct is encouraged to report the incident to the University.

Reporting an incident can be done in two ways: (1) by contacting Sheila Radford-Hill, PhD, Chief Diversity Officer, Lewis Hall, 216 at (708) 524-6380, in person at Lewis Hall 216 or (2) by contacting Confidential Resource persons, or any representative of the campus (e.g., the Dean of Students Office, Campus Safety and Security, Residence Life, Human Resources, the Provost's Office, University Ministry, a faculty member, a staff member). All responsible employees are expected to document incidents in the online incident reporting system to ensure that all incident reports are addressed and progress toward resolution is tracked. An exception is made for: licensed mental health professionals and Confidential Advisors who are trained to counsel victims of sexual assault. Counselors, and health care professionals in the Wellness Center can offer near complete confidentiality for students. Non-counseling and non-medical staff in the Wellness Center that report to licensed professional staff can keep confidentiality.

Campus Security, Residence Life Staff, Coaches, Faculty, Staff, selected student workers, contracted staff and Trustees are required to report disclosures of sexual misconduct, harassment and discrimination to the Title IX Coordinator or Chief Diversity Officer. Reports to the Title IX Coordinator and/or CDO related to Clery, VAWA, harassment and discrimination may also be reported to Campus Security. A complainant may choose to make a report to the University and may also choose to make a report to law enforcement. A Complainant may pursue either or both of these options at the same time.

Complainants have the right and can expect to have incidents of alleged misconduct taken seriously by Dominican University when formally reported, and to have those incidents properly addressed through administrative procedures or through a fair and impartial investigation. Reporting means that only people who need to know will be told, and information will be shared only as necessary with investigators, witnesses, and the respondents.

All individuals can report incidents anonymously. To encourage reporting, the University pursues a policy of offering witnesses and individuals who wish to report incidents limited immunity from being charged for other conduct violations.

To help ensure a prompt and thorough investigation, complainants are encouraged to provide as much information as possible when they report an incident, such as:

- The name and relationship to the institution (e.g., faculty, staff, student, guest) of the person or persons allegedly causing the prohibited discrimination, harassment, or retaliation.
- A description of any relevant incident(s), including the date(s), location(s), and the presence of any witnesses.
- The alleged effect of the incident(s) on the complainant's opportunity to study, work, or fully engage in their life on campus.

- The names of other individuals who might have been subject to the same or similar acts of discrimination, harassment, or retaliation.
- Although it is not required, any steps the complainant has taken to try to stop the discrimination, harassment, or retaliation.
- Any other information the complainant believes to be relevant to the alleged discrimination, harassment, or retaliation.
- The remedy sought by the complainant.

2.1. Confidentiality within the Roman Catholic Sacrament of Reconciliation and Penance

As a Catholic, Dominican institution, Dominican University believes that the dignity of the human person and her or his restoration of right relationship with God and others is central to the profession and practice of any faith. In Roman Catholicism, the Sacrament of Reconciliation or Penance is a moment of sacred grace through healing. For Roman Catholic faculty, staff and students Reconciliation is made available by request or through general pastoral offerings of the University Ministry Center. For baptized Roman Catholics, the information shared within the confessional space of the Sacrament are completely confidential and remain under what the Church calls the sacramental seal. The seal prevents the confessor from sharing any information because it is “sacred, and cannot be violated under any pretext” (Catechism of the Catholic Church 2490). As such, a Roman Catholic priest in good standing serving as a confessor on Dominican University’s campus shall not be required to report any information disclosed in the confessional space. Pastoral counselors when functioning within the scope of their university employment are exempt from the reporting requirements as a responsible employee.

2.2. Reporting to “Responsible Employees.”

All Dominican University employees, including faculty and designated student employees -including, Diversity Advocates, Circulation Desk Attendants, Peer Advisors, Resource Desk Assistants, Resident Advisors, Student Security, Welcome Desk Workers, and University Ministry student staff are considered “responsible employees” and must formally report the incident. Including the details of the incident and the names of the complainant or the person who discloses the incident.

When a complainant tells a Dominican employee about an incident of misconduct, the complainant has the right to expect the university to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably.

Dominican University employees must report to the CDO/Title IX Coordinator all relevant details about the alleged incident shared by the complainant and the university will need to determine what happened – including the names of the complainant and respondent(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident.

To the extent possible, information reported to a Dominican University employee will be shared only with people responsible for handling the university’s response to the report. Dominican University employees should not share information with law enforcement without the complainant’s consent or unless the complainant has also reported the incident to law enforcement.

Before a complainant reveals any information to a Dominican University employee, the employee should ensure that the complainant understands the employee’s reporting obligations – and, if the complainant wants to maintain confidentiality, direct the complainant to the Confidential Victim Advocates or, in the case of students only, to confidential resources.

If the complainant wants to tell the responsible employee what happened but also maintain confidentiality, the employee should tell the complainant that the university will consider the request, but cannot guarantee that the University will be able to honor it. In reporting the details of the incident to the CDO/Title IX Coordinator, the employee will also inform the Coordinator of the complainant's request for confidentiality.

Dominican University employees will honor and support the complainant's wishes, to the extent possible. Dominican University employees will not pressure a complainant to make a full report if the complainant is not ready to do so.

2.3. Requesting Confidentiality from the University

If a complainant discloses an incident to an employee but wishes to maintain confidentiality or requests that no investigation be conducted or disciplinary action taken, Dominican University must weigh that request against the university's obligation to provide a safe, non-discriminatory environment for all.

If Dominican University honors the request for confidentiality, a complainant must understand that the university's ability to meaningfully investigate the incident and pursue disciplinary action against the respondent(s) may be limited.

Dominican University has designated the following individual to evaluate requests for confidentiality once an employee is on notice of alleged misconduct:

Sheila Radford-Hill, PhD, Chief Diversity Officer and Title IX Coordinator

When weighing a complainant's request for confidentiality or request that no investigation or discipline be pursued, the CDO/Title IX Coordinator will consider a range of factors, including the following:

- The increased risk that the alleged perpetrator will commit additional acts of sexual or other violence, such as:
- whether there have been other sexual violence complaints about the same alleged perpetrator;
- whether the alleged perpetrator has a history of arrests or records from a prior school indicating a history of violence;
- whether the alleged perpetrator threatened further sexual violence or other violence against the victim or others;
- whether the sexual violence was committed by multiple perpetrators;
- whether violence was perpetrated with a weapon;
- whether the complainant is a minor;
- whether the university possesses other means to obtain relevant evidence of the violence (e.g., security cameras or personnel, physical evidence);
- whether the complainant's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

The presence of one or more of these factors could lead the University to investigate and, if appropriate, pursue disciplinary action. If none of these factors is present, the university will likely respect the complainant's request for confidentiality.

If the University determines that it cannot maintain a complainant's confidentiality, the University will inform the complainant prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the University's response.

Dominican University will remain mindful of the complainant's well-being, and will take ongoing steps to protect the complainant from retaliation or harm and work with the complainant to create a safety plan. Retaliation against the complainant will not be tolerated.

Dominican University will also:

- assist the complainant in accessing other available advocacy, academic support, counseling, disability, health or mental health services, and legal assistance both on and off campus;
- provide other security and support, which could include issuing a no-contact order, helping arrange a change of living or working arrangements or course schedules (including for the respondent pending the outcome of an investigation) or adjustments for assignments or tests;
- inform the complainant of the right to report a crime to campus or local law enforcement (or not to do so) – and provide the complainant with assistance if the complainant wishes to do so.

2.4. What will happen after I report an incident?

What follows are the procedures for a process that is intended comply with federal, state, and local laws, and is deeply grounded in Dominican's identity and culture of commitment to social justice and the common good. The University's intention, at every stage of the process, is to promote a more just and humane campus by effectively investigating and resolving violations of University policy, while also providing support and affirming the rights and humanity of complainants and respondent.

3.0. The One Process Timeline

3.1. Stage 1: Receipt of Incident Reports, In-Take, Engagement in Interim Remedial Actions, Determinations Regarding Mediation or Alternative Dispute Resolution

The Chief Diversity Officer/Title IX Coordinator will receive incident reports, conduct an intake process except in cases of sexual assault, consult with the Dean of Students in cases where conduct violations or threats to individual or campus safety are concerned, consult with the ADA Coordinator, when appropriate, and assign designated Deputy Coordinator(s). The CDO will also appoint investigators. The Deputy Coordinator(s) will be appointed on a rotating basis by the CDO.

Parties to the complaint have the right to request interim measures pending the disposition of the complaint. The University also reserves the right to take interim measures the University deems appropriate to protect the complainant, the respondent and other members of the community that may be adversely affected. Such interim measures may include but are not limited to removing a student or employee from campus; modifying course or work schedules; changing housing assignments; issuing "no contact" or appropriate contact orders providing medical, mental health, rape crisis or academic support services; and notifying area Police, when requested. Any such interim steps will be taken in a manner that minimizes the burden on the complainant and respondent to the extent possible.

Public Safety, Residence Life, the Title IX coordinator and designated Deputy Coordinator(s), will provide the complainant and respondent with a list of campus and community resources.

The CDO, the Intake Panel and/or Deputy Coordinator(s) will gather information to understand the circumstances of the incident and shall attempt to determine whether resolution is possible through One Process, and/or whether mediation or other dispute resolution could be offered to the parties to resolve the dispute. If mediation or an alternative way of resolving the complaint is an option and if both the complainant and respondent agree to mediation or an alternative dispute resolution process; such an approach can be initiated in lieu of a full investigation, if an investigation is underway and the parties agree to mediation, the investigation can be halted or suspended pending the outcome of the mediation. If mediation is not possible, the incident may be addressed using alternative methods of resolution. Alternative methods of resolution include combinations of interventions that may involve professional development, educational programming, workplace modifications, or other restorative remedies or protective measures that can be tailored to achieve the goals of the policy and the needs of the parties to the dispute.

3.1.1. Intake Panel

The College will act on all reports of alleged discrimination and harassment. Complaints will be investigated unless the intake process determines that the following conditions apply: 1) alleged conduct is not a violation under One Process, 2) another adjudicatory process has jurisdiction over the alleged conduct, 3) the case could be resolved through mediation, 3) there is not enough information to proceed with the case, 4) there are extenuating circumstances that might affect the need for a full investigation of the case. In the case of an anonymous report, if the allegations may violate community standards or institutional norms, or affect the campus climate or safety of the community, the University may act as the complainant in the case.

- The Intake Panel consists of a Deputy Coordinator and a mediator or Investigation Advocate. The Panel will be designated from the individuals serving through the One Process system and appointed by the CDO to a renewable term not to exceed 2 years.
- The Intake Panel: 1) determines whether the complaint is a One Process concern (jurisdiction), and whether it should proceed to investigation or be resolved informally; meaning without a formal investigation. Efforts to resolve the complaint may include: **mediation, referral to another adjudicatory process, a notice of One Process Concern or alternative dispute resolution.**
- The intake panel will determine whether there is enough information to proceed to investigation, in cases where more information is needed, the complainant will be asked to provide the information within 14 days of the original complaint. The panel may request an *initial threat assessment* to determine if interim measures or support needs to be provided or if referrals need to be made based on concerns about harm to self or others.
- If a report is anonymous, the Intake Panel may recommend no immediate action but advise the CDO to monitor the complaint. If monitoring results in a pattern of discrimination or bias, the CDO can initiate an investigation of the conduct.
- In third party reports, the intake panel must attempt to contact the individual on whose behalf the complaint is filed to ensure that the named individual subject to the conduct wishes to pursue allegations raised on his/her behalf. If the person subject to the conduct does not wish to pursue allegations, the file will be noted, the allegation will be shared with the respondent, and the case closed.

3.1.2. Mediation and Alternative Resolution

Mediation is a resolution process by which both parties agree to meet with an impartial and trained mediator. Mediation is a resolution process by which both parties agree to meet with an impartial trained mediator to discuss the incident and attempt to resolve it amicably. In mediation, the complainant and the respondent will not be required to deal directly with one another without the University's involvement.

Mediation is successful when the parties have reached a consensus about the details of the incident and how it will be resolved. Mediation is about restoration and reconciliation of relationships.

Any party may request that mediation be terminated at any time, in which case an Investigation would commence or proceed. The University may also commence or proceed with an Investigation, at any time. In addition, any party can request an Investigation if he or she is dissatisfied with the mediation resolution.

Allegations of sexual assault, domestic and dating violence, and stalking, and allegations of other kinds of violence may not be resolved using mediation. The University reserves the right to investigate any case it deems appropriate. However, other alleged violations of University policy, including some allegations of sexual misconduct, may be resolved using mediation; if all parties agree to participate. In its discretion,

the university may not commence an investigation, if it determines that its ability to determine violations of university policy is hampered by requests for confidentiality, the reporter chooses to remain anonymous or one or more parties involved in the case are not students of the university. If such options are not appropriate or if mediation is not successful, the University can proceed to an investigation. If appropriate, restorative justice practices can be used to solve problems in ways that allow complainants to reconcile the complaint, respondents to take responsibility for their actions and the community to practice healing and support for both parties to the dispute.

3.2. Stage Two: Investigation

The CDO, Title IX Coordinator, in cooperation with the assigned Deputy Coordinator(s), will assign trained investigators to conduct the investigation.

Investigators will be selected from a pool of faculty, staff and external investigators who have been trained to serve in this capacity. The CDO and Deputy Coordinator(s) will also determine a timeline for the investigation. In the investigation process, it is the role of the Deputy Coordinator to keep the parties to the investigation and the CDO updated on the investigation process.

The investigators will interview the complainant, respondent, any witnesses, and any other relevant persons and determine the appropriate order for the interviews. Interviews may be recorded with the consent of the interviewee. The investigators may also request for review any relevant records; including documents, electronic texts, social media, and other information relevant to understanding the facts of the case.

Although, in campus investigations, legal terms like “guilt,” “innocence” and “burdens of proof” are not applicable, the University never assumes a respondent is in violation of university policy. The investigation and subsequent hearings on appeal are conducted to consider the totality of all evidence available, from all relevant sources.

It is the responsibility of the investigators to determine the outcome of the investigation based on the preponderance of the evidence. There are three possible outcomes:

- **Finding of Responsibility** – the respondent is found to have violated University policy
- **Finding of Not Responsible** – the respondent individual is found to not have violated University policy

The investigators will share the outcome of the investigation (i.e., whether a violation of University policy has occurred and any proposed recommendations or other corrective actions) with the Deputy Coordinators and the CDO. Within ten (10) business days of the conclusion of the investigation, the CDO will issue a letter of finding to the complainant and the respondent explaining the outcome of the investigation, the rationale for the findings, the sanctions or recommendations involved, and the right to appeal. If the University determines that additional time is required to complete the report, a notice of extension shall be issued contemporaneously/ simultaneously to all parties to the extent practicable.

3.2.1. Timeline for Investigation

The investigation and initial resolution of any alleged violation of University policy will be completed, to the extent possible, within 60 days of the filing of issuing a Notice of Investigation. If the University determines that more time is required to complete the investigation, the University will issue a notice of extension to the complainant and respondent contemporaneously/simultaneously, to the extent practicable.

3.2.2. Letters of Finding

At the end of an investigation, the investigative team issues a report. The report is discussed with the Title IX Coordinator, the Deputy Coordinators and legal counsel, if necessary. Once the report is finalized, a letter of finding is issued to all parties. Letters of finding are summaries of the charges, explanations of the policies involved and statements regarding outcome of the investigation and sanctions as appropriate. Remedial Findings or a remedy that recommends corrective administrative action based on risk to the university. Findings take into account the following situations and circumstances:

- Incidents known to have occurred
- Incidents that are more likely than not to have occurred
- Incidents that are likely not to have occurred
- Incidents that are alleged but could not be substantiated
- False or malicious allegations

3.2.3. Sanctioning

If there is a Finding of Responsibility, the investigators will make recommendation to the Chief Diversity Officer and the assigned Deputy Coordinator(s) on sanctions and other corrective action. In determining sanctions and other corrective actions, a history of the respondent's conduct/policy violations may be considered. The range of potential sanctions or corrective actions that may be imposed against a student, faculty or staff person includes but is not limited to: written or verbal apology, discrimination or harassment education, verbal or written warning, probation, suspension, termination, or dismissal from the University. Employees are advised to consult any relevant handbooks for additional information regarding disciplinary action. Guests and other third parties who are found to have violated this policy are subject to corrective action deemed appropriate by the University, which may include removal from the University and termination of any applicable contractual or other arrangements.

If the complainant and the respondent both accept the finding of responsibility and proposed sanctions or other corrective action, the violation is referred to the Deputy Coordinator for the implementation of the sanctions or other corrective actions. If the complainant or the respondent do not accept a finding of responsibility or do not accept the sanctions and seek further review, they may request that the case be referred to a Review Board. This request must be made to the CDO or designee in writing (letter, email, etc.) within fourteen (14) business days of being notified of the outcome.

3.3. Stage 3: Review Board

The Review Board will be comprised of a minimum of three (3) trained investigators from the community who were not involved in the investigation described above in Stage 2. The Review Board will assess the validity of the request for a review by evaluating the existing evidence and the investigators' recommendations (from Stage 2). Upon review of the evidence, the Review Board will determine by majority vote whether there is support for additional review of the outcomes. This determination will be made within seven (7) business days following evidence review unless extenuating circumstances are communicated to all parties. If there is no decision for review, the investigators' recommendations (from Stage 2) of sanctions and other corrective action will be implemented. If there is a decision to review, the Board will schedule a hearing. During the hearing, the investigators (from Stage 2) will present their findings to the Board. The Board may call the complainant, the respondent, and any or all witnesses or other persons relevant to the investigation. The Review Board shall determine all matters of procedure, evidence, relevance and admissibility it deems helpful and fair in the total decision process.

The Review Board will share the outcome of the hearing (i.e., whether a violation of University policy has occurred and any proposed sanctions or other corrective actions) in writing with the complainant and the respondent within seven (7) business days of the conclusion of the hearing unless the University

determines that additional time is required. This notice shall be issued contemporaneously/ simultaneously to all parties. The University may also disclose to the complainant information about any sanctions or corrective actions taken that relate directly to the complainant (e.g., a “no contact” order).

3.4. Stage 4: Right to Further Review

The complainant and the respondent have the right to request further review of the Board’s finding and proposed sanctions or other corrective action, if the following conditions apply:

- (1) there was a significant procedural error during the investigation,
- (2) that there is new information that would substantially change the outcome of the finding,
- or
- (3) the sanction is disproportionate to the violation of the policy.

This request must be made in writing within fourteen (14) business days of being notified of the outcome and must set forth the grounds upon which the request for further review is based. Further review will be conducted by the President and/or designee(s) who will review the Board’s decision.

4.0. Gender-Based and Sexual Misconduct Policy

Dominican University’s mission is to “prepare students to pursue truth, to give compassionate service, and to participate in the creation of a more just and humane world.” Translating Dominican’s twin values of *veritas* and *caritas* into practice requires that each person who studies, teaches, works, or lives within the university community, as well as all those with whom we interact, be respected and cared for as a unique individual, within an environment that affirms our shared humanity and pursues the common good.

This requirement includes creating and maintaining an environment that is free of gender-based and sexual misconduct. We are committed to supporting the dignity of every human person and the development of a community marked by truth, love and justice. Gender-based and sexual misconduct compromise the integrity of human relationships and threaten the security and well-being of all individuals. Not only are gender-based and sexual misconduct unlawful but they also undermine the atmosphere of trust and respect that is essential to creating an authentic, supportive community. The Dominican community expects that interpersonal relationships and interactions will be grounded in mutual respect, open communication and clear consent. Through these policies, the University strives to eliminate all forms of gender-based and sexual misconduct as well as prevent their recurrence, and address their effects on individuals and our entire community.

- Members of the university community, guests and visitors have the right to be free from all forms of gender based and sexual misconduct. This includes the right to be free from discrimination and harassment based on gender identity and expression.
- Harassment or discrimination against LGBTQ or gender non-conforming students or employees is covered under this policy.
- In order to foster a campus environment that is safe space for all, Dominican University has a responsibility to investigate and resolve allegations of gender-based and sexual misconduct. When an allegation of such behavior emerges from the community or from any individual making a complaint, the University will take prompt action to maintain the safety of its community members and will act to protect all parties. If an investigation reveals violations of the gender-based and sexual misconduct policy, the University will impose sanctions and/or other corrective actions to address the violation and prevent its recurrence.

4.01. Definitions and Dimensions of Gender-Based Misconduct

Gender-based misconduct is the umbrella term for a wide range of behaviors that violate community standards and are therefore, inappropriate. We use the terms sexual misconduct when actions are gender-based, but manifest themselves in sexual actions.

4.1.0. Gender-Based Discrimination

Gender-Based Discrimination is defined as actions that deprive members of the community of educational or employment access, benefits or opportunities on the basis of gender.

4.1.1. Gender identity

Gender identity is defined as a person's identification with masculine, feminine, or other gender characteristics.

These characteristics need not correspond to the sex assigned to that person at birth. A person's expression of gender identity may include manners of dress, styles and tones of speech, or physical gestures.

4.1.2. Gender identity discrimination

Gender identity discrimination is defined as denying access to University educational programs, services or employment opportunities, determining opportunities for advancement and pay increases, or creating a hostile institutional environment for someone because of that person's gender identity.

5.0. Definitions and Dimensions of Consent

The expectations of our community regarding sexual misconduct can be summarized as follows:

In order for individuals to engage in sexual activity of any type with each other, there must be clear, knowing and voluntary consent prior to and during sexual activity.

Consent, which is required for any sexual activity, is a voluntary, positive agreement between participants to engage in specific sexual activity. Consent is clear, knowing, voluntary, present and ongoing. Any person can withdraw consent at any time, at any point in a sexual interaction. Once consent has been withdrawn, the other person must stop the sexual activity. If someone stops responding or communicating, they may be withdrawing consent.

The individual initiating sexual content is required to ensure that consent is present before acting and is present during the sexual activity. The absence of no is not consent; this means there are many ways someone may refuse sexual contact besides simply saying "no" verbally. Just because someone doesn't say no doesn't mean they are saying "yes."

5.0.1. What is Consent?

- Consent is clear. Active consent must be clearly understood in words or actions that reveal agreement to engage in a specific sexual activity.
- Consent is knowing. Consent demonstrates that all individuals understand, are aware of, and agree to the sexual activity.
- Consent is voluntary. Consent must be freely given and not the result of force, threats, intimidation, coercion or fraud.
- Consent is present and ongoing. Consent must exist at the time of the activity. Consent to previous sexual activity does not imply consent to later sexual acts.
- Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent.

- Consent can be given by words or actions, as long as those words or actions create mutually understandable clear permission regarding willingness to engage in (and the conditions of) sexual activity.
- Consent to any one form of sexual activity cannot automatically imply consent to any other forms of sexual activity.
- Previous relationships or prior consent cannot imply consent to future sexual acts.
- Additional considerations related to consent to perform sexual activity
- Possession, use, distribution or administration to another of any of these substances, including Rohypnol, Ketamine, GHB, Burundanga, or other substances that diminish or remove a person's capacity for conscious decision-making about sex is a violation of this policy.
- Use of alcohol or other drugs will never function as a defense for any behavior that violates this policy.
- The sexual orientation and/or gender identity of individuals engaging in sexual activity does not affect whether an individual is protected by this policy.
- Involved parties need to understand all of the potential risks in order to consent. These risks may include but are not limited to, sexually transmitted infections and unwanted pregnancy. Failure to inform a partner of a known STI or actively lying about one constitutes a breach of informed consent, false statements or deception about the presence/nature of birth control is a violation of consent.

5.0.2. Communicating consent

While verbal consent is not an absolute requirement for consensual sexual activity, verbal communication prior to engaging in sex helps to clarify consent. Communicating verbally before engaging in sexual activity is imperative. A person who is passive, unresponsive or actively resists is demonstrating defective or withdrawn consent.

5.0.3. Persons who are unable to give consent:

- Persons who are asleep or unconscious
- Persons who are incapacitated due to the influence of drugs, alcohol or medication
- Persons who are unable to communicate consent due to mental or physical conditions.
- Persons who have not reached the age of consent. The age of consent in Illinois is 17 but rises to 18 if the accused is a family member or holds a position of trust, authority or supervision in relation to the victim/survivor.

5.1. Coercion and Force

Consent must happen without force or coercion. Force is the use of physical violence and/or imposing on someone physically to gain sexual access. Proving the use of physical force is not necessary to show that sexual activity was coerced or non-consensual. Coercion is the use of pressure to compel another individual to initiate or continue sexual activity against an individual's will. Coercion can include a wide range of behaviors, including intimidation, manipulation, threats, and blackmail. A person's words or conduct are sufficient to constitute coercion if they wrongfully impair another individual's freedom of will and ability to choose whether or not to engage in sexual activity.

Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another. When someone makes clear to you that they do not want sex, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.

Examples of coercion include but are not limited to:

- threatening to “out” someone based on sexual orientation, gender identity, or gender expression
- threatening to harm oneself if the other party does not engage in the sexual activity
- threatening to harm the person who does not engage in the sexual activity
- threatening to tell others private or intimate information one has shared, or information about sexual activities, if one does not engage in certain sexual behaviors

5.2. Definitions and Dimensions of Sexual Misconduct

Title IX of the Education Amendments of 1972 prohibits sex discrimination—which includes sexual violence—in educational programs and activities. All public and private schools, school districts, colleges and universities receiving federal funds must comply with Title IX. Title IX prohibits all types of sex discrimination, including sexual assault and other forms of sexual misconduct.

Sexual Misconduct includes, but is not limited to:

- Sexual Harassment
- Sexual Assault which can be divided into two different categories:
 - Non-Consensual Sexual Contact (or attempts to commit same)
 - Non-Consensual Sexual Penetration (or attempts to commit same)
- Sexual Exploitation
- Relationship Violence including Domestic Violence and Dating Violence (Intimate Partner Violence)
- Physical Assault
- Stalking
- Retaliation

5.2.1. Sexual Harassment

Sexual Harassment is unwelcome, sexual verbal or physical conduct that is sufficiently severe, persistent or pervasive that it unreasonably interferes with, denies or limits someone’s ability to participate in or benefit from the university’s educational program and/or activities. Sexual harassment may be based on power differentials or involve a quid pro quo; meaning that a person in a position of authority links the receipt of some employment or educational benefit to another person’s submission to unwanted sexual advances. Sexual harassment may involve the creation of a hostile environment or retaliating against a person for reporting an incident.

Whether conduct constitutes sexual harassment may depend on how the conduct is viewed by the person who is subject to the conduct – the subjective view of the victim is important to determining the offense regardless of the intent of the accused.

A single, isolated incident of sexual harassment alone may create a hostile environment. The more severe the conduct, the less need there is to show a repetitive series of incidents to create a hostile environment, particularly if the harassment is physical.

Examples of sexual harassment include: sexual exploitation; an attempt to coerce an unwilling person into a sexual relationship; to repeatedly subject a person to egregious, unwelcome sexual attention; to punish a refusal to comply with a sexually-based request; to condition a benefit on submitting to sexual advances; sexual violence; domestic violence or stalking that is sexual in nature; gender-based bullying that is sexual in nature.

Sexual harassment can take many forms. For example, sexual harassment:

- May be blatant and intentional and involve an overt action, a threat or reprisal, or may be subtle and indirect, with a coercive aspect that is unstated.
- May be committed by anyone, regardless of gender, age, position, or authority. While there is often a power differential between two persons, perhaps due to differences in age, social, educational, or employment relationships, harassment can occur in any context.
- May be committed by a stranger, an acquaintance, or someone with whom the complainant has an intimate or sexual relationship.
- May be committed by or against an individual or may be a result of the actions of an organization or group.
- May occur by or against an individual of any sex, gender identity, gender expression, or sexual orientation.
- May occur in the classroom, in the workplace, in residential settings, over electronic media (including the internet, telephone, and text), or in any other setting.
- May be a one-time event or part of a pattern of behavior.
- May be committed in the presence of others or when the parties are alone.
- May be communication-based involving sexually graphic, threatening or vulgar images, text messages, videos or social media posts.
- May affect the complainant and/or third parties who witness or observe harassment.
- Sexually harassing behaviors differ in type and severity and can range from subtle verbal harassment to unwelcome physical contact.

There is a wide range of behaviors that fall within the general definition of sexual harassment but harassment does NOT have to include intent to harm, be directed at a specific target, or involve repeated incidents. There are different notions about what behaviors are and are not acceptable. Key determining factors under this policy involve determining whether the behavior is unwelcome, is gender-based, is sexual in nature and is perceived as offensive and objectionable by the target and could be perceived as offensive by others.

5.2.2. Sexual Assault

The term "sexual assault" covers behavior from unwanted touching to non-consensual penetration/rape. These definitions are gender neutral because sexual assault can happen to any gender.

Dominican University considers both non-consensual sexual contact and non-consensual sexual penetration as sexual assault.

Non-Consensual Sexual Contact is: any intentional sexual touching, however slight, with any object that is without consent and/or by force.

Sexual contact includes, but is not limited to: Intentional contact with the breasts, buttocks, groin, or genitals, or touching another with any of these body parts, or making another touch him- or herself with or on any of these body parts; any intentional bodily contact in a sexual manner, though not involving contact with/of/by breasts, buttocks, groin, genitals, mouth or other orifice.

Non-Consensual Sexual Penetration is: any sexual penetration, however slight, with any object that is without consent and/or by force.

Penetration includes: vaginal penetration by a penis, object, tongue or finger, anal penetration by a penis, object, tongue, or finger, and oral copulation (mouth to genital contact or genital to mouth contact), no matter how slight the penetration or contact.

Illinois State law defines sexual assault as: sexual penetration by force or threat of force or an act of sexual penetration when the victim was unable to understand the nature of the act or was unable to give knowing consent.

Illinois law defines sexual penetration as: any contact, however slight, between the sex organ or anus of one person by an object, the sex organ, mouth, or anus of another person, or any intrusion, however slight, of any part of the body of one person or of any object into the sex organ or anus of another person, including but not limited to cunnilingus, fellatio, or anal penetration. Evidence of emission of semen is not required to prove sexual penetration.

5.2.3. Sexual Exploitation

Sexual Exploitation is an act or acts committed through non-consensual abuse or exploitation of another person's sexuality for purposes including, but not limited to: sexual gratification, financial gain, personal benefit or advantage. The act or acts of sexual exploitation are prohibited even though the behavior does not constitute one of the other sexual misconduct offenses.

Examples of sexual exploitation include, but are not limited to:

- Invasion of sexual privacy;
- Prostituting another individual;
- Non-consensual video or audio-taping of sexual activity or nudity;
- Engaging in voyeurism without consent from all parties involved;
- Knowingly transmitting an STI or HIV to another;
- Exposing one's genitals in non-consensual circumstances; inducing another to expose their genitals;
- Possession, use, distribution or administration to another of substances that diminish or remove a person's capacity for conscious decision-making about sex. For example, the use of drugs including Rohypnol, Ketamine, GHB, Burundanga, etc. to incapacitate a person.
- Sexually-based stalking and/or bullying may also be forms of sexual exploitation.

5.2.4. Relationship Violence

Relationship violence occurs when one partner attempts to dominate or exploit another, including but not limited to physical, psychological, financial, and sexual domination. Relationship violence includes multiple dimensions such as domestic violence, dating violence, and intimate partner violence.

Domestic violence occurs when a family member, household member, partner or ex-partner attempts to dominate or exploit another. Domestic violence often refers to violence between spouses, or spousal abuse but can also include cohabitants and non-married intimate partners. Domestic violence occurs in all cultures; people of all races, ethnicities, religions, sexes and classes can be perpetrators of domestic violence. Domestic violence is perpetrated by both men and women. Child abuse and elder abuse can also be considered domestic violence.

Intimate partner violence is also referred to as dating violence, domestic violence, and relationship violence. Intimate partner violence includes any act of violence or threatened act of violence against a person who is, or has been involved in, a sexual, dating, domestic, or other intimate relationship with that person.

It may involve one act or an ongoing pattern of behavior. Intimate partner violence can encompass a broad range of behavior, including, but not limited to, physical violence, sexual violence, emotional violence, and economic abuse. Intimate partner violence may take the form of threats, assault, property damage, or violence or threat of violence to one's self, one's sexual or romantic partner, or to the family members or friends or pets of the sexual or romantic partner.

Intimate partner violence affects individuals of all genders, gender identities, gender expressions, sexual orientations, races, ethnicities, religions, ages, and social and economic backgrounds.

5.2.5. Physical Assault

Physical Assault is purposeful action meant to hurt another person, which includes, but is not limited to, threatening or causing physical harm, extreme verbal abuse, or other conduct which threatens or endangers the health or safety of any person.

Examples include, but are not exclusive to kicking, punching, hitting with or throwing an object, or biting. When these acts occur in the context of intimate partner violence or when the behavior is perpetrated on the basis of sex or gender, the conduct will be resolved under the Gender-Based and Sexual Misconduct Policy.

5.2.6. Stalking

Stalking, defined as repetitive and/or menacing pursuit, following, harassment and/or interference with the peace and/or safety of a member of the community; or the safety of any of the immediate family or members of the community. Stalking occurs when a person engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances that demonstrate either of the following:

- Placing the person in fear of bodily injury; or
- Causing substantial emotional distress to the person.

Stalking includes the concept of cyber-stalking, a particular form of stalking in which electronic media such as the internet, social networks, blogs, cell phones, texts, or other similar devices or forms of contact are used to pursue, harass, or to make unwelcome contact with another person in an unsolicited fashion.

Examples of stalking include:

- Unwelcome and repeated visual or physical proximity to a person;
- Repeated oral or written threats;
- Extortion of money or valuables;
- Unwelcome/unsolicited written communication, including letters, cards, emails, instant messages, and social media;
- Unwelcome/unsolicited communications about a person, their family, friends, or co-workers;
or
- Sending/posting unwelcome/ unsolicited messages with another username;
- Implicitly threatening physical conduct or any combination of these behaviors directed toward an individual person

5.3. Retaliation

Retaliation is any act or attempt to retaliate against or seek retribution from any individual or group of individuals involved in the investigation and/or resolution of an alleged violation of this policy.

Retaliation can take many forms, including continued abuse or violence, threats and intimidation. Any individual or group of individuals, not just a complainant or respondent, can engage in retaliation.

5.3.1. Other Misconduct Offenses

(Will Fall under This Policy When Sex or Gender-Based)

- Intimidation, defined as implied threats or acts that cause an unreasonable fear of harm in another;
- Hazing, defined as acts likely to cause physical or psychological harm or social ostracism to any person within the university community, when related to the admission, initiation, pledging, joining, or any other group-affiliation activity (as defined further in the Hazing Policy);.
- Bullying means written, verbal or physical conduct that adversely affects the ability of one or more members of the community to participate in or benefit from the school's education programs or activities. Such conduct places a student in reasonable fear of physical harm. Workplace bullying is repeated mistreatment of one or more persons by one or more individuals. The conduct is abusive because it threatens, humiliates, intimidates, interferes with or sabotages an individual's work. Workplace bullying results in stress-related, physical, emotional, economic or psychological harm. Bullying in violation of the University's non-discrimination policy means that the harassing conduct is based on an individual's actual or perceived race, color, national origin, sex, disability, sexual orientation, gender identity or expression.

6.0. Bias Motivated Offensive Conduct, Discrimination, and Hate Crimes

6.0.1 Introduction

The University is committed to fostering a work and educational environment free of racial harassment, discrimination and hateful conduct. Our community is called by mission, values, and law to reject all forms of racial and/or ethnic harassment, discrimination, hate and violence. The University prohibits any member of the community, including faculty, staff, administration, students, or visitors to campus whether they are guests, patrons, independent contractors, or clients, from discriminating against another person or member of the University community. The policy of non-discrimination aligns with federal and state laws including Title VI of the Civil Rights Act of 1964, as amended. Title VII of the Civil Rights Act of 1964 and the Illinois Human Rights Act.

All members of the university community should be aware that whether any conduct constitutes harassment or bias motivated conduct may depend, in part, on how that conduct is viewed by the person who is subject to the conduct. Any person who initiates or persists in this type of prohibited conduct assumes the risk that the person who is the object of the conduct may view such behavior as unwelcome or offensive. Thus, a person who initiates or persists in this type of conduct could be subject to discipline even if such behavior might not have been intended to be offensive, provided that the conduct meets the definitions of prohibited discrimination, harassment or bias-motivated conduct as defined in these policies.

These policies apply equally to all members of our community regardless of sex, gender, sexual orientation, gender identity, race, ethnicity, nationality, disability or age of any of the individuals involved.

The University's non-discrimination policy covers employees, students, vendors and outside guests. The policy as applied to employees prohibits discrimination based on race, color religion, sex, gender, national origin, disability or gender identity.

6.0.2. Definitions

Discrimination is any distinction, advantage or detriment to an individual compared to others that is based on an individual's actual or perceived gender, race, color, age, creed, national or ethnic origin, physical or mental disability, religion or sexual orientation that is so severe, persistent or pervasive that it unreasonably interferes with or limits a person's ability to participate in or benefit from the university's educational program, activities or work obligations.

Discrimination may also involve a supervisor or person in authority making employment decisions related to hiring, firing, transferring, promoting, demoting, changing benefits, compensation or other terms and conditions of employment because of an employees' protected class status.

Racial and/or ethnic harassment, including hate crimes and racial/ethnic discrimination, is conduct directed against any person or group of persons based on race, ethnicity, color or national origin that harms or creates an offensive, demeaning, intimidating or hostile environment for that person or group of persons. Harassment may be oral, written and/or physical conduct. Such conduct includes but is not limited to objectionable epithets, demeaning depictions or treatment, and threatened or actual abuse or harm.

Hate Crimes are criminal offenses that are motivated in whole or in part by the offender's bias toward the victim's actual or perceived race, religion, disability, sexual orientation, nationality, gender or ethnicity. Hate crimes are not limited to actual crimes but may also be threatened or attempted crimes; and may include assault and battery, vandalism, or other destruction of property, or verbal threats of physical harm. Harassment or intimidation may also be a hate crime when intended to deprive or interfere with a person's civil rights. Thus, a person who initiates or persists in this type of conduct could be subject not only to disciplinary proceeding of the university, but also to criminal prosecution.

Racial and/or ethnic discrimination is conduct that serves to limit the social, political, economic, employment or educational opportunities of particular groups or individuals solely on the basis of their race and/or ethnicity.

Racial and/or ethnic harassment is further defined as conduct that:

- Is directed at an identifiable person or persons, and insults or demeans the person or persons to whom the conduct is directed, or abuses a power or authority relationship with that person on the basis of race, color, ethnicity, or national origin by the use of slurs, epithets, hate words, demeaning jokes, derogatory stereotypes and similar action; and/or
- Is intended to inflict direct injury on that person or persons to whom the conduct is directed; and/or
- Is sufficiently abusive or demeaning so severe or pervasive as to create a hostile environment; and/or
- Occurs in any context or location such that an intent to inflict direct injury may reasonably be inferred; and/or
- Is intended to affect negatively the work or educational environment in a way that makes the treatment of the affected party unequal with respect to his or her proper functioning, opportunities for promotion and development because of his or her race, color, ethnicity, or national origin; and/or
- Is intended to damage or destroy, or damages or destroys private property of any member of the University community or guest because of that person's race or ethnicity with the purpose of making the educational, work or living environment hostile for the person whose property was damaged or destroyed.

The following examples illustrate but do not exhaust the types of conduct referred to:

- A person would be in violation if causing bodily harm to an individual because of that person's race and/or ethnicity.
- A person would be in violation by making a demeaning remark based on a person's race or ethnicity, or by using racial slurs or "jokes", and those remarks created a hostile work, educational or living environment for a person or persons hearing the remark, or for a person to whom the demeaning remark may have been specifically addressed.
- A person would be in violation if intentionally placing visual or written material demeaning the race and/or ethnicity of an individual in that person's work, study or living area; and such material made the work, educational, or living environment hostile for the person in whose work or study area the material was placed.
- A person would be in violation when that person's conduct resulted in making hostile the work, educational or living environment for a person subject to such conduct.
- A person would be in violation if they misuse grades, evaluations or promotion procedures to adversely affect a person on the basis of race or ethnicity.
- A person would be in violation if intentionally not hiring a person on the basis of race or ethnicity.

6.1. Notification of One Process Concern

Following a recommendation from the One Process Coordinator or the Intake Panel, the Office of Diversity, Equity and Inclusion will issue a Notice of One Process Concern (NOC) in response to a discrimination complaint that is not scheduled for investigation. The notice summarizes the complaint and offers the respondent the opportunity to respond to the allegations in writing. A Notice of Concern may trigger an investigation if either the complainant or the respondent makes such a request.

7.0. Students with Disabilities

7.1. Reasonable Accommodations for People with Disabilities

The American with Disabilities Act, as amended and Section 504 of the Rehabilitation Act of 1973 prohibit discrimination based on ability. Dominican University strives to create an environment that is accessible to its entire community and does not discriminate against individuals on the basis of physical or mental disability. Accessibility is not limited to physical spaces but includes the following basic rights:

- access to services and programs of, and any events and activities organized by Dominican University
- access to information from Dominican University as readily as others are able to access it
- the expectation of the same level and quality of service from Dominican University that others receive

To ensure equal access, and realizing that equal does not always mean the same, the University is committed to providing reasonable accommodations, including appropriate auxiliary aids and services, academic adjustments (inside or outside the classroom), and/or modification to the University's policies and procedures, to qualified individuals with disabilities, unless providing such accommodations would result in an undue burden or fundamentally alter the nature of the relevant program or activity.

8.0. Coordination with Law Enforcement

When necessary and appropriate, the University may contact any law enforcement agency that is conducting its own investigation to inform them that a University investigation is also in progress. The Title IX coordinator may seek to ascertain the status of the criminal investigation and to determine the extent to which any evidence collected by law enforcement may be available to the University in its investigation.

9.0. Filing and Record-Keeping

The One Process Coordinator will maintain complaint files, electronic files and complaint log. Reports will be maintained in a locked filed cabinet for a period not to exceed three years. Reports will be issued to One Process stakeholders and President's Cabinet. Summary reports will be filed to comply with state, local and federal laws.

10.0. Periodic Review of One Process Policy

To ensure that enforcement of university standards governing discrimination and sexual misconduct are fair, reasonable, available to all members of the community and in compliance with relevant federal, state, and local laws, these policies will be reviewed annually by the CDO and every three years by the CDO, Associate Provost, and Climate, Equity Inclusion Committee and the Staff Committee on Inclusion.

Changes to the policy must be reviewed by the President's Cabinet.

Appendix A: Rights of Complainants and Respondents

One Process seeks to balance the rights, needs and privacy of those who may have been victimized as well as those who have been accused. The University shall provide any individual suspected or accused of violating this policy with the opportunity to review a written explanation of the suspected or alleged violations of University policy.

Complainants and respondents have rights, including:

- The opportunity to speak on their own behalf.
- The opportunity to request interim measures which may include but are not limited to: removing a student or employee from campus; modifying course schedules; changing housing assignments; issuing a “no contact” order; providing medical, mental health or academic support services; and when requested by the complainant, notifying area Police.
- To the extent possible, any such interim steps will be taken in a manner that minimizes the burden on the complainant and respondent.
- The right to be informed about and request services available on campus and in the community.
- The right to request information about the case and the right to be kept informed about the status of an on-going process.
- In an investigation of sexual misconduct, the prior sexual history of the complainant or the respondent will not be relevant. However, the sexual history between the complainant and respondent is relevant and within the scope of the investigation.
- The opportunity to identify witnesses who can provide information about the alleged conduct at issue.
- The opportunity to submit other information on their behalf.
- The opportunity to have a trained investigation advocate from the Dominican University community (faculty/staff/student) or other advisor present for the investigation and/or resolution process. The investigation advocate from the Dominican University community will be trained in investigation protocols, advise the complainant or respondent on the proceedings, and communicate expectations about the process of investigation.
- The opportunity to review documentation offered by the other party in support of the other party’s position (to the greatest extent possible and consistent with the Family Educational Rights and Privacy Act (FERPA) or other applicable law).
- The right to be informed of the outcome of the investigation (to the greatest extent possible and consistent with FERPA or other applicable law).
- The opportunity to appeal the outcome of the investigation.

Appendix B: Interview Protocol for the Investigation

Interview of Complainant

- Describe the purpose of the investigation and interview.
- Review University policy(s).
- Explain the process for the investigation. Have the complainant indicate in writing that he/she understands the process.
- Do not promise confidentiality.
- Ask the complainant for their account of the incident. Ask questions for clarification and further detail as necessary. Can ask for a written statement, signed and dated as well.
- Ask for any witnesses from the complainant.
- Ask the complainant of the desired outcome, but do not promise any specific outcome.
- Request that the complainant do not discuss the complaint widely with others.
- Inform the complainant that they will be kept up to date on the progress of the investigation.
- Thank the complainant for coming forward.
- The written summary of the interview should be shared with the complainant for editing, verification and sign-off.

Interview of Respondent

- Describe the purpose of the investigation and interview.
- Review University policy(s).
- Describe the alleged behaviors and by whom.
- Ask if the described behaviors happened as a direct question. Provide a copy of the complaint to the respondent for review, redacting any names/identifying information that are not necessary, or from whom written permission to share information has not been obtained.
- Ask the respondent to provide a written statement, signed and dated.
- Ask the respondent for any additional witnesses.
- Review the Retaliation and Privacy Policies.

Interview of Witnesses

- Ask the witnesses whether they had been contacted by the complainant or respondent, and what, if anything, was discussed.
- Only share with witnesses the details of the complaint needed in order to provide information.
- Ask the witnesses to share information related to the report.
- Ask the witnesses for any additional witnesses.
- Allow witnesses to provide a written statement, signed and dated
- Review the Retaliation and Privacy Policies.

Appendix C: One Process Stakeholders

Confidential Advisor

Kathleen Janosky

Confidential Resources

Michael Lango

Deputy Coordinators

Robert Babcock

Trudi Goggin

Norah Collins Pienta

Matt Hlinak, Senior Deputy Coordinator

Roberta McMahon

Carol Seley

Professional Counselors

Elizabeth Ritzman

Robin Shinall

Michael Purcell

Joyce Mojica

Investigation Advocates

Gill Cook

Keli Wojciechowski

Jill Bambenek

Sr. Marci Hermesdorf

Mediators

Tracy Caldwell

Tina Taylor Ritzler

Monica Halloran

Debbie Morsovillo

Sherri Wick

Catherine Galarza-Espino

Appendix D: Intake Procedural Guidance

Procedural Guidance

Resolution of complaints through the Intake process. The CDO convenes or notifies the Intake panel. A satisfactory informal resolution that does not involve a full investigation should, to the extent possible, adequately address the needs of the complainant, the respondent, and the University. At any point in the proceedings, the University or the parties involved may terminate any informal proceeding. The University reserves the right to act as the complainant and initiate a formal complaint.

Notice of the Complaint. Both parties will be notified regarding the complaint. The notice will summarize the allegations and provide an opportunity for the respondent to issue a response. A second complaint provides notice to both parties, the Department chair/program director/Dean as determined by the Intake Panel according to the facts of the case.

Protocol

Under One Process, the following protocol is considered to determine if the allegations are relevant to the policy. These questions should be asked in conversation with the Complainant. The purpose is to determine whether the behavior experienced by the Complainant violates the One Process.

Intake Panel should be completed within 7 working days of receipt of a complaint. If the in-take cannot be completed within the specified timeframe, the CDO should notify the complainant and specify a date certain when the in-take will be completed.

The Intake panel will use the following questions to determine if a full investigation is warranted.

Title VI.

- What is the reason for your claim of discrimination?
- What acts occurred that you consider discriminatory?
- Why do you believe the treatment you received was discriminatory?
- Can you describe someone who was in the same or similar situation as you and how they were treated?
- What material harm did you suffer as the result of the conduct?
- Have you sought assistance with this situation from a supervisor, faculty, staff, security, etc.?
- What is your idea of a just resolution of the complaint?

Title VII

- What is the reason for your claim of discrimination?; i.e., age, race, color, ethnicity, disability, religion, national origin, retaliation, sex, sexual orientation, gender, pregnancy,
- What happened that you believe was discriminatory? Why?
- What reasons were given to you for the acts that you consider discriminatory?
- Are there any witnesses to the alleged discriminatory incidents?
- Describe who was in the same of a similar situation as you and how they were treated?
- Describe a situation where a person in the same or similar situation as you was treated better than you?
- Describe a situation where a person in the same or similar situation as you was treated worse than you?

ADA

- What does your disability prevent or limit you from doing?
- Do you use medications, medical equipment or anything else to lessen or eliminate the symptoms of your disability; if so, what do you use?
- What is the disability that you believe is the reason for the adverse action taken against you?
- Did you ask your supervisor for any changes or assistance to do your job because of your disability?
- Are there any witnesses to the alleged discriminatory incidents?

In the case of an anonymous report, if the allegations violate community standards or institutional norms, or affect the campus climate or safety of the community, the intake panel University will determine if the University should serve as complainant in the case.

Appendix E. Resources

DU Campus Security

708-524-5999 (non-emergency)

911 (emergency)

Pillars 24-hour hotline

Domestic Violence Hotline 708-485-5354

Sexual Violence Hotline: 708-482-9600

DU On-Campus Confidential Advisors

DU Wellness Center

Students Only: Professional Counselors and health care professionals in the Wellness Center can offer services confidentially.

Employees Only: For eligible employees, *EmployeeConnect Services* offers confidential guidance and resources for you or an immediate household family member.

www.Lincoln4Benefits.com or 888-628-4824.

Confidential Resources

Confidential Resources are available to talk to any member of the Dominican community. Confidential Resources provide support for individuals who are unsure about whether to report prohibited conduct or are seeking information about the process without making a report to the University. Confidential Resources are listed on our website.

School Event Calendar for the 2016 Year:

Course: Masculinity and Communication CAS 286 offered during Spring Semester

This course will introduce students to the idea that masculinity is a fluid concept. Historical and cultural notions of masculinity impact communication practices such as self-representation, interpersonal and intercultural communication, and public and political discourse. Throughout the semester students will observe and discuss masculine communication practices from a variety of different cultural contexts and historical periods. By considering how masculinity is constructed in these various contexts, students will come to understand how communication informs conceptions of masculinity, and how prevailing notions of masculinity impact the way individuals communicate.

Course: History of Violence: Latin American Political Expressions in Literature and Film HNPS 240/ SPAN 340 offered during Fall Semester

This course will address some of the most political questions surrounding Latin America, such as the role of military regimes, the transition to neoliberal democracies, the role of the United States, immigration, and racial and gender inequality. Since art and literature in Latin America have historically been an outlet for political expression, at times serving as the voice of the voiceless, this course will introduce students to some of the most infamous and powerful texts from the region, using these as the point of departure for a series of in-depth discussions and debates regarding Latin American politics.

Helpline: Victims of Domestic Violence in the City of Chicago

Are these constantly happening in your relationship? Or know someone that is in this type of relationship? (Jealousy, pressures you for sex, controls who you see, where you go and what you do, threatens to hurt you, or themselves if you leave). If you answered YES, you or someone you know might need help! An average of 20 people, both men and women, suffer from domestic violence per minute in Illinois. The City of Chicago provides victims of Domestic Violence with information, options, counseling, legal and shelter services through their helpline. The helpline is 24-hours, toll free and confidential.

Monthly D.A.S.H. Meetings – Domestic Abuse Stops Here

Will vary on a monthly basis

Monthly Dominican Diversity Dialogues

Dominican Diversity Dialogues strive to provide a safe and supportive space for the community to ask questions, challenge our own thinking, develop individual cultural competency, and grow together in our understanding of the diverse global community to which we belong. Sponsored by the Office of Student Involvement, University Ministry, Academic Enrichment Center, and Diversity Advocates. Will vary on a monthly basis

Monthly Immigration Solidarity, Interfaith Prayer Vigil – (Began in September)

On the first Friday of each month, the Interfaith Committee for Detained Immigrants hosts Interfaith Prayer Vigils for those being deported and their families. Students who wish to attend must complete a waiver and meet in University Ministry at 6:30 am on the specified Friday. Together, we will travel to the Broadview Detention Center and engage in prayer, solidarity and witness with other community members

Monthly Service in the Streets – (Began in September)

Our mission is to outreach brothers and sisters experiencing homelessness in downtown Chicago. Join us as we provide a sandwich and conversation with the homeless on Chicago streets. There is no cost to participate. Dates for service opportunities during first semester include: Sign-up in the University Ministry Center or RSVP on EngageDU any time before the event to participate. Occurs every month

February – He Named Me Malala

A screening of the film He Named Me Malala--an inspiring documentary about Malala Yousafzai's moving story of great courage in the face of the Taliban, as she campaigned for the right of women to be educated in Pakistan--will be presented at 6:30 followed by a panel discussion

February – Real Love Doesn't Hurt and Feminist Valentine Making

Join us to make the pledge to engage in non-violent love, and make Valentine's Day cards!

February – STOP in the Name of Love

Join us for some information about healthy and unhealthy relationships, signs of domestic violence, and resources for survivors of domestic violence. Guest speakers from Sarah's Inn will join us in facilitating activities and a discussion. Snacks will be provided!

February – Deep Talk: Sexuality & the LGBTQA Community

Come join the Diversity Advocates in a safe space to engage in a dialogue about the LGBTQA community at DU. Feel free to share your experiences as a member of the LGBTQA community or as an ally, come learn more about the experiences and issues of the LGBTQA community, or to ask questions. We will also talk about LGBTQA terms and the importance of being an ally.

February – Guest Speakers for Nutrition and Dietetic Association

National Eating Disorders Awareness Week starts February 23rd. To spread awareness, Maria Salmon, will be speaking and hosting a discussion on the realities of those living with eating disorders and what you can do to spread awareness. Maria once struggled with an eating disorder and she is now in full recovery. We are grateful that she is willing to share her story.

February – The Ability Institute

The Ability Ally Initiative is a two-hour specialized workshop designed to educate faculty, staff, and students on how they can be allies for disability inclusion. Participants will learn how to create environments inclusive for students with disabilities. The workshop includes a range of interactive activities to engage participants as well as discussions about disability-related topics including person-first language, universal design and the disability movement. Upon completion of the workshop, participants can choose to display an Ability Ally placard at their workspace or wear a wristband identifying them as an Ability Ally

February – What is Domestic Violence?

A talk by Lauren Pagan of Pillars Community Services. Sponsored by the Department of Criminology.

February – Common Ground

Passionate about LGBTQIA? Join us for our meeting with special guest, Malcom Ribot to discuss transgender activism!

February – Black Women Resisting Violence

A talk with guest speaker Sabrina Hampton, sponsored by the Department of Criminology.

February – In Her Shoes

Workshop on Domestic Violence, sponsored by the Department of Criminology

February – PAUSE

A week of Contemplation in Community. Individuals are invited to listen, breathe, rest, reflect, and pray through contemplative practices and experiences.

February – Amnesty International

An organization that aims to prevent and end abuses of human rights, and to demand justice for those whose rights have been violated.

March – Calling EveryBODY

A large scale mural will be constructed as a collaborative, community art piece. Participants will be asked to write down or draw what they think beauty is and they have the option to add it to the mural or take a picture with it to add it to the mural. The mural will then be hung up to serve as a reminder for eating disorder awareness week. This will be a collaboration with the wellness center and will serve as a diversity event to raise awareness and offer support.

March – Cut It Out

Come join the Diversity Advocates for some learning and fun! We will be facilitating an interactive activity to outline personal identities and to critically look at how individual identities are perceived by others. We will look at the role that stereotypes and macroaggressions have in the way individuals perceive themselves and the way society perceives them. Come join us for some crafty fun, interactive learning, and snacks!

March – Deep Talk: Microaggressions

Come join the Diversity Advocates for a discussion about Microaggressions and to process through the Cut it out event. Snacks will be provided!

March – Allies for Inclusion: The Abilities Exhibit

Engage in multiple interactive activities promoting respect, comfort, awareness, and understanding of individuals with disabilities. Presented by Office of Student Involvement

March – The Eighth Annual Joint Gender & Women Studies Conference

This conference is a unique opportunity to celebrate scholarship on Women and Gender, create community and solidarity between our universities, and bring together students and faculty in an environment where everyone teaches and everyone learns.

March – Disability Awareness Month

Take the pledge to become an ally for inclusion. Join us at the Abilities Exhibit.

March – International Women's Day!

Join Dominican University's Model United Nations Club (UN) to celebrate International Women's Day! There will be free cupcakes, free ribbons, and learn about UN initiatives for gender equality. Wear purple all day to support gender equality.

March – Sex, Love, & Chocolate: A conversation about relationships

We invite you to submit questions about relationships, sex, and sexuality to our boxes, located in the residence halls. We will be hosting a chocolate fondue party in the Coughlin Commons Multi-Purpose Room! Our panel of student leaders will answer all of your most important questions. There will also be a Wellness Center Nurse and counselor present.

April – Self-Defense Workshop

Dominican University D.A.S.H will be hosting a self-defense and one-process workshop with Professor Kate Webster and Chief Diversity Officer and Title IX Coordinator Dr. Sheila Radford-Hill. Free snacks will be provided.

April – Take Back the Night (TBTN)

- TBTN Speak Out: Opportunity for survivors of sexual violence to speak of their experiences, and for allies to voice their support. Rain Location: Springer Suites
- TBTN Rally: March to raise awareness against Sexual Violence
- Information Tables/Sexual Assault Awareness Month: Informational tables for events during Take Back the Night, and sexual assault awareness month. Presented by D.A.S.H (Domestic Abuse Stops Here)
- TBTN Karaoke: Join us for Karaoke after the march for Take Back the Night. Presented by D.A.S.H.
- Self-Care and Activism Night: Join D.A.S.H. and the Diversity Advocates to make some crafts and learn about how to take care of yourself when involved in activist work

April – Day of Silence

The organization Common Ground will be celebrating Day of Silence, a day where people bring awareness to bullying and harassment within the LGBTQIA community. Information on what Day of Silence is will be passed out and students will be encouraged to stand in solidarity with those who are victims of harassment and bullying.

April – Walk the Line (WTL)

An interactive program, presented by Diversity Advocate, with a mission to promote the learning of stereotypes, privilege, and oppression. A debrief will follow after the activity. Come learn about other individual's experiences and learn from your peers. Snacks will be provided!

- WTL Tables: Come learn about the Diversity Advocate's upcoming program Walk the Line on Monday, April 18th

April – DU Lead: Aikido and the Role of Reflection in Leadership

Aikido is a Japanese martial art; Aikido is often translated as "the way of unifying" or "the way of harmony." The goal is to create an art that practitioners could use to defend themselves while also protecting their attacker from injury. In this session, Constanzo Sensei will explore the true essence of Aikido, and call us to a reflection about who we are and what our life purpose is. The Art of Aikido will help today's leaders discover a peaceful way of being in the world. Led by Dianne Costanzo, Lecturer and LAS Seminars

April – Porn, Love, Relationships, Exposed: Things You Didn't Know...Wish You Knew

Speaker Raymund Pingoy from the archdiocese of Chicago will speak about the effects of pornography and current issues that young people face revolving around love and relationships

April – Sexual Violence and Latina Communities

A lecture and discussion with advocates from Mujeres Latinas en Accion. Sponsored by the Department of Criminology.

April – Interview, Resumes, and Criminal Backgrounds in Job Hunting

A presentation and discussion with Sherri Wick from the Academic Enrichment and Career Center. This event is especially valuable for those who may work in the criminal justice system, such as probation officers or social workers who assist those with conviction histories on their job hunts

April – Sexual Violence and Consent

A workshop with Pillars Community Services. Sponsored by the Department of Criminology.

April – The Hunting Ground

The Hunting Ground is a documentary about sexual assault on campus. The documentary follows two girls from campus to campus to help victims of sexual assault find the closure that they need by helping them file a case against their schools under Title IX. This documentary is about the struggle and fight that victims of assault face every day

May – Title IX Symposium

A symposium which will present topics on Title IX Compliance and trauma informed strategies with Anika Sterling Florez from Pillars. Concepts will include confidential victim resources, bystander intervention, and myths of sexual predators. Sponsored by the Wellness Center, Office of Diversity, Equity and Inclusions, and Pillars.

August – Cultural Competency Fall Student Training

Student workers from across campus come together for a Cultural Competency Training. Presented by University Ministry

August – Come to the Table

Come to the Table is a new service opportunity done in collaboration with the Quinn Community Center in the neighboring community of Maywood. Students build relationships with our neighbors by serving dinner to the families in the community. We work to build community by engaging in conversation, sitting and eating with the people we meet. Sign-up in the University Ministry Center, the week before any event to participate

- Held in September, October

September – Emerging Leaders Retreat

Join Office of Student Involvement on a weekend long retreat to learn about yourself and leadership. Along the way, you will get to know other first year Dominican Students

September – Show of Hands

Show of Hands is a program that promotes diversity. Residents will paint their hands and put a handprint on paper and write their names and what they identify as. The message: Diversity is not just a nationality or culture. It's what you identify as. Sponsored by Office of Residence Life

September – What is Racism?

We want to dive deeper into what constitutes as racism and help students understand the difference between racism, prejudice, and discrimination. We will give them vocabulary terms to think about, discuss what this all means, and look at how racism is present in our world today and discuss the hope for more cultural competency in the future, presented by the Diversity Advocates

October – Mix and Match Racism

We want to inform students about the reality behind racism and give them a proper understanding of how racism works. We plan on using interactive activities followed by group discussion to help students understand what racism is and how it is present in our society and world today.

October – Mental Health Awareness Week Tabling

Mental Health Awareness Week (Oct.3-7) The Peer Wellness Educators on campus plan to organize a Social Media Campaign on Instagram (@DUwellness). Come see who is featured! We will also feature lots of resources on Mental Health. As a further incentive, we are going to ask students to make a post on Instagram, using the hashtag #DUPeerEd, with a picture of themselves or a video in which they share a poem or a little statement of positive messages for anyone battling Mental Health issues

October – Reconciling Our Privileges in Order to Build Peace Discussion

We all experience privilege and oppression in different aspects of our lives. But, how do we understand and reconcile our privileges in ways that do not diminish but instead empower us and others? How might understanding our privileges change our behavior to allow us to build a more peaceful world? Dr. Taylor-Ritzler is an Associate Professor of Psychology at Dominican University. This is part of the Fall Semester Continued Student Cultural Competency Training. Sponsored by University Ministry

October – National Coming Out Day!

Join Dominican University in participating with civil awareness of members of the LGBTQIA community. National Coming Out day brings awareness to the difficulties that are sometimes faced when one discloses their sexuality, gender, and/or romantic orientation. Sponsored by Common Ground

October – Domestic Violence Lunch & Learn

Kathleen Janosky from the Wellness Center will provide a Lunch & Learn opportunity focusing on the topic of Domestic Violence. Presentation points are not limited to but may include: What is Domestic Violence? Who is effected and what are the effects? The Power and Control Wheel Case Studies/Scenarios Healthy Relationships (What does a healthy relationship look like?) Resources for faculty/staff and ways to support students

November – If You Love Me...

Peer Wellness Educators, Anissa and Natalie, will be hosting a highly interactive presentation that will focus on students perceptions of healthy and unhealthy relationships. There will be different activities that will spark conversation regarding how words and actions can shape different types of relationships. There will also be free food! This event will be located in the Coughlin Commons Multipurpose Room, which is at the entrance of the dorm halls, across from the service desk. We hope to see you there!

November – Lecture: The Violence Interrupter: The Sacred Story of Eddie Bocanegra

Activist from the documentary The Interrupters speaks on ending violence. Eddie Bocanegra is the Executive Director of the Safety and Violence Prevention initiative. He has pioneered community-based programs to address trauma and build resiliency among those most impacted by violence, including LuchARTE, Grupo Consuelo, and Urban Warriors

November – Feed-A-Family

Murray One (Resident Hall) is feeding a family in need! Together as a floor we are creating a Thanksgiving Basket for a less fortunate family. This is a part of the Community Based Learning Thanksgiving basket donation, so the baskets are due Nov. 21st between 8:30-10:30. Please provide what you can. Donations can be delivered to Jocelyn's door or the box outside her door. I will be watching a great documentary on our engage DU and Facebook page called, "American Winter" Please watch when you have a chance and participate in our online discussion.

November – Erasing the Distance

Please come to this powerful performance and learn more about mental health and related issues. A theatre company called "Erasing the Distance" will perform true stories submitted to them regarding mental health issues. After the short performances, there will be a talk-back opportunity for the audience to learn more, both about the stories and mental illness.

November - Austin Coming Together- Quality for Our Children: Changing the State of the Black Child by Black Child Development Institute

This adult conference will have something for everyone! Our participants will range from parents, childcare providers, social workers, educators, and administrators. Training categories will include: Child development, Family Engagement, Literacy, Cultural Awareness, Assessments, Health and Safety, and much more! INCCRRA/Gateways professional development hours available. Excellent presenters!

November – Stop Domestic Abuse

Come decorate a cupcake for \$1. All proceeds go to Sarah's Inn, a non-profit organization whose mission is to improve the lives of those affected by domestic violence.

November – Refugee Bake Sale

Help the Mazzuchelli Scholars raise money for Exodus World Service. Exodus is a volunteer organization that welcomes refugees and helps them adjust to life in the United States. We'll be selling Puppy Chow, muffins, cookies, and brownies all for \$1!

December – WORLD AIDS DAY

Having a table in Lewis Alcove to educate Dominican University on World AIDS Day.

Dominican University's Sexual Misconduct Policy can be found online at:

<http://www.dom.edu/about/diversity/bias-related-complaints/title-ix>

Please note: Emergency room staff are required to contact police and report all incidents of assault. It is the decision of the person assaulted whether to file charges. Under the Illinois Crime Victim Compensation Act, the state pays the cost of medical care provided at the emergency room.

The Federal Campus Sex Crimes Prevention Act

The Federal Campus Sex Crimes Prevention Act, which became effective October 28, 2002, requires Dominican University to inform the campus community where to find information on registered sex offenders. Illinois law requires sex offenders to register with their local police or sheriff, which places the names in a statewide database. The State of Illinois Registered Sex Offenders database can be accessed at <http://www.isp.state.il.us/sor/sor.cfm>. For more information, contact the River Forest Police Department at 708-366-7125 or on-line at <http://vrf.us/contact-us>. You may also contact the Dominican University Office of Public Safety at (708) 524-6750 or email at DUsecurity@dom.edu.

Illinois Mandated Reporting of Child Abuse or Neglect

All states, including Illinois, have laws that require people who witness or know about child abuse or neglect to report it to the authorities. The Illinois Department of Children and Family Services has amended the Illinois Abused and Neglected Child Reporting Act (ANCRA) to expressly make all “personnel of institutions of higher education” mandated reporters. As a result, all Dominican University faculty, staff, student employees, and other personnel must immediately make a report to the Illinois Department of Children and Family Services (DCFS) if they have reason to believe that a child known to them in their professional or official capacity may be abused or neglected.

Abuse occurs when a parent or person responsible for the child’s welfare:

- Inflicts, causes to be inflicted, allows to be inflicted, or creates a substantial risk of, physical injury by other than accidental means, which causes or would be likely to cause death, disfigurement, impairment of physical or emotional health, or loss or impairment of any body function;
- Commits or allows to be committed a sex offense against such child;
- Commits or allows to be committed an act of torture upon such child;
- Inflicts excessive corporal punishment; or
- Causes illegal controlled substances to be sold, transferred or given to a child under age 18.

Neglect occurs when a parent or person responsible for the child’s welfare fails to provide the child with necessary nourishment, clothing, shelter, medical treatment, or adequate supervision.

A **child** is defined as any person under 18 years of age.

It is essential that all University personnel understand their obligations as mandated reporters of child abuse and neglect, which are briefly summarized below.

ANCRA requires that all Dominican personnel who have reason to suspect abuse or neglect of any person under the age of 18 must immediately make a report to DCFS by telephone to the DCFS hotline (1-800-25-ABUSE) or in person, followed by a written report within 48 hours. This duty to report is absolute, and it rests with the individual identifying the suspected abuse or neglect.

Mandated reporters are required to report both suspected physical abuse and sexual abuse, which occurs when any person responsible for the child’s welfare sexually exploits or molests the child, engages in sexual penetration with the child, or transfers a sexually transmitted disease to the child. This definition would therefore include sex with a child by a person over the age of 18 if that person over the age of 18 is responsible for the child’s welfare or comes to know the child through an official capacity or position of trust, including health care professionals, educational personnel, recreational supervisors, members of the clergy, and volunteers or support personnel.

The Act also does not distinguish between current or past abuse. Thus, if a University employee suspects that a child was abused in the past, he or she must report that suspicion.

DCFS recommends that, if a mandated reporter is in doubt about whether to report, the reporter should report the suspected abuse. DCFS hotline staff members are trained on what constitutes grounds for an investigation and can assess a mandated reporter’s concerns to determine if a report should be taken and referred for investigation.

Willful failure to report suspected incidents of child abuse or neglect is a misdemeanor (first violation) or a class 4 felony (second or subsequent violation). In addition, an employee who fails to make a report may face disciplinary action by the university. State law protects the identity of all mandated reporters, who are provided with immunity from legal liability as a result of reports made in good faith.

If you see, hear about, or know about possible child abuse or neglect in connection with your duties as a Dominican employee, you must take the following three steps:

1. Immediately report the suspected abuse or neglect to DCFS by calling 1-800-25ABUSE (1-800-252-2873).
2. Submit a follow-up written report to DCFS within 48 hours of the verbal report.
<https://www.illinois.gov/dcf/aboutus/notices/Documents/cants5.pdf>
3. Notify Human Resources of the report.

In order to increase your understanding of the mandated reporting requirements and acknowledge your mandated reporter status, please complete the online training listed below and return the Certification and Acknowledgment of Mandated Reporter Status form to Human Resources by November 1, 2014.

- Online Training - <http://mr.dcfstraining.org>. Click "Register for an account" to begin the training process. Please note: in order to register, and for verification purposes, you will need your employee ID number. Your employee ID number is the last three to six digits of the number located on your Dominican University STAR card. If you do not have a STAR card, and do not know your ID number, login to MyDU and click on Personal Info, then Biographical Info.

Other Helpful Links

- The Illinois DCFS Mandated Reporter Manual:
https://www.illinois.gov/dcf/safekids/reporting/Documents/cfs_1050-21_mandated_reporter_manual.pdf
- Abused and Neglected Child Reporting Act:
<http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=1460&ChapterID=32>

All employees are required to complete the online training and sign an "Acknowledgement of Mandated Reporter Status" form, a copy of which can be found at <http://www.state.il.us/DCFS/docs/cants22.pdf> or in the Human Resources office. Employees must complete the training and Acknowledgement of Mandated Reporter Status form within 30 days of beginning employment.

For further information on the requirements of ANCRA and how they apply to the University, please contact Amanda Zigterman in Human Resources at 708-524-6784 or azigterman@dom.edu.

University Resource Contact Information

<p><i>Trudi Goggin</i> Dean of Students Deputy Title IX Coordinator (708) 524-6822 tgoggin@dom.edu</p>	<p><i>Norah Collins</i> Associate Dean of Students (708) 524-6279 ncollins@dom.edu</p>
<p><i>Dr. Sheila Radford-Hill</i> Chief Diversity Officer/Title IX Coordinator phone: 708-524-6380 sradforhill@dom.edu</p>	<p><i>John Tsouchlos</i> Manager, Public Safety (708) 524-6752 jtsouchlos@dom.edu</p>
<p>Joel Nayder Security Compliance & Operations Officer Office of Public Safety (708) 524-6751 jnayder@dom.edu</p>	<p><i>John DeCostanza</i> Director, University Ministry (708) 524-6685 jdecostanza@dom.edu</p>
<p><i>Robert Babcock</i> Assistant Dean of Students/Director of Residence Life (708) 524-6218 rbabcock@dom.edu</p>	<p><i>Elizabeth Ritzman</i> Director, Wellness Center (708) 524-6520 eritzman@dom.edu</p>

Whistle Blower Policy

Dominican University is committed to maintaining the highest standards of ethical, moral and legal business conduct. In line with this commitment, Dominican University's Whistle Blower Policy and Anonymous Hotline aims to provide an avenue for employees to raise concerns and have reassurance that they will be protected from retaliation, harassment, reprisals or victimization for whistle blowing in good faith. Please see the Faculty and Staff Handbooks for information on submitting reports.

Important Information

This hotline is **NOT** a substitute for routine communications between staff and faculty and their supervisors and dean. Please follow the University's standard practices for all reports or issues not requiring anonymity. ***Most importantly, any employment-related concerns should continue to be reported through normal channels such as the supervisor, the director of Human Resource, the department chair or dean. Also further note that this service does not replace the university's grievance policy.*** In order to handle grievances effectively and timely, employees should follow the policy stated in the employee handbooks.

This hotline is an additional communication tool for specific types of situations and is provided because we believe it is good business practice. Reports may cover but are not limited to topics or situations that may lead to incorrect financial reporting, are unlawful or serious misconduct, or are not in compliance with university policy. Examples include:

Ethical violations	Internal Controls
Unsafe Working Conditions	Harassment (sexual or otherwise)
Vandalism and Sabotage	Discrimination
Threats	Bribery and Kickbacks
Alcohol and Substance Abuse	Improper Conduct
Fraud	Behavioral Concerns
Conflict of Interest	Misuse of University Brand
Theft and Embezzlement	Disclosure of Confidential Information
Violation of the Law	Falsification of Contract/Reports/Records
Violation or Misuse of University Property or Resources	

Please note that the information provided by you may be the basis of an internal and/or external investigation into the issue you are reporting and your anonymity will be protected to the extent possible by law. While every effort will be taken to protect your anonymity, your identity may become known during the course of the investigation because of the information you have provided. Reports are submitted by Lighthouse to designated employees of Dominican for investigation according to university policies. In cases where report submission requires anonymity, Lighthouse acts as an intermediary between the employee and Dominican.

How to Report Violations

Effective since February 1, 2011 we have engaged Lighthouse Services to provide an anonymous ethics and compliance hotline for all full-time, part-time, and temporary employees of Dominican University.

Lighthouse Services' toll free number and other methods of reporting are available 24 hours a day, 7 days a week for use by employees and staff.

- **Telephone:**
 - English speaking USA and Canada: 877 -373-6920
 - Spanish speaking North America: 800- 216-1288
- **E-mail:** reports@lighthouse-services.com (*must include Dominican's name and location with report*)
- **Website (Username: Dominican-RiverForest and Password: Duhotline2011)**
 - Lighthouse Homepage: <http://www.lighthouse-services.com> (click - submit a report)
 - Direct: <http://www.lighthouse-services.com/dom> (direct to login page)
- **Fax:** (215) 689-3885 (*must include Dominican's name and location with report*)

Campus Service Units

The following campus and community units address issues of personal health, safety and empowerment; substance abuse prevention, assessment and treatment; and legal assistance:

- Public Safety/24-hour on campus escort.....(708) 524-5999
Email.....dusecurity@dom.edu
Office of Public Safety..... (708) 524-6750
(8:00 a.m. – 4:00 p.m. M-F)
- Office of the Dean of Students.....(708) 524-6822
(8:30 a.m. – 4:30 p.m. M-F)
- Office of Residence Life.....(708) 524-6219
(10:00 a.m. – 3:00 p.m. M-F)
- Wellness Center.....(708) 524-6229
(9:00 a.m. – 5:00 p.m. M-F)
- Dominican University Title IX Coordinator.....(708) 524-6693
- Pillars 24-hour hotline
 - *Domestic Violence Hotline*(708) 485-5354
 - *Sexual Violence Hotline:*(708) 482-9600
- Chicago Rape Victim Advocacy.....(312) 663-6303
Emailinfo@rapevictimadvocates.org
Website.....<http://www.rapevictimadvocates.org>
- Chicago Rape Crisis (toll free).....(888) 293-2080
(24 hour hotline)
- RAINN Hotline**.....(800) 656-HOPE
Email.....info@rainn.org
Website.....<http://www.rainn.org>

***This is a national hotline available 24 hours a day, seven days a week that will connect a caller to the nearest rape crisis hotline or rape crisis center anywhere in the United States.*

Definitions of **Reportable Crimes**

Murder and Non-negligent

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

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

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by a means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed.)

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

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

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

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

Rape: is defined as 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.

Fondling: is defined as the touching of the private parts of another person for the purposes 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: is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: is defined as sexual intercourse with a person who is under the statutory age of consent.

Domestic Violence: includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.

Dating Violence: means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.

Stalking: means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.

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

Liquor Law Violations: The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned activities. (Drunkenness and driving under the influence are not included in this definition.)

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; illegal aliens who possess deadly weapons; and all attempts to commit any of the aforementioned acts.

Clery Act Hate Crime Definitions

In addition to any of the crimes above, the following acts are now reportable as Hate Crimes under the Clery Act, when motivated by prejudice on account of race, gender, religion, sexual orientation, ethnicity, national origin, gender identity or disability.

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 (Except "Arson"): 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.

Main Campus Crime Statistics

The data presented in the following table summarizes the reportable crimes that occurred from 2014-2016. The Dominican University Office of Public Safety, university officials with responsibility for overseeing student activities, and representatives of relevant police agencies compiled the following crime statistics. Joel Nayder, Security Compliance & Operations Officer, Public Safety is chiefly responsible for the compilation of the statistics below, and of this report. He assesses repeat offenses, patterns, and the possibility of double-counted reports to assure the accuracy of the information contained in this report.

All crime statistics for murder, non-negligent manslaughter, negligent manslaughter, rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug law violations, and illegal weapons possession are classified using the definitions of those crimes from the FBI's *Uniform Crime Reporting (UCR)* Program. Crime statistics for fondling, incest, and statutory rape are classified using the definitions of those crimes from the *National Incident –Based Reporting System (NIBRS)* User Manual from the FBI's UCR program. Crime statistics for the hate crimes of larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property are classified using the definitions provided in the *UCR's Hate Crime Data Collection Guidelines and Training Guide*.

Offense (Reported By Hierarchy)	Year	On Campus	Non- Campus	Public Property	Total	Residential Facilities*	Unfounded Crimes
Murder/Non Negligent Manslaughter	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Negligent Manslaughter	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Rape	2014	1	0	0	1	1	0
	2015	0	0	0	0	0	0
	2016	1	0	0	1	1	0
Fondling	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Incest	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Statutory Rape	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Robbery	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Aggravated Assault	2014	0	0	0	0	0	0
	2015	1	0	0	1	1	0
	2016	0	0	0	0	0	0
Burglary	2014	0	0	0	0	0	0
	2015	1	0	0	1	0	0
	2016	2	0	0	2	1	0
Larceny	2014	16	0	0	16	5	0
	2015	19	0	0	19	8	0
	2016	9	0	1	10	1	0
Motor Vehicle Theft	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Liquor Law Arrests	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Drug Law Arrests	2014	1	0	0	1	0	0
	2015	1	0	0	1	0	0
	2016	0	0	0	0	0	0
Weapons Law Arrests	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2014	34	0	0	34	33	0

Liquor Law Violations Referred for Disciplinary Action	2015	37	0	0	37	37	0
	2016	11	0	0	11	10	0
Drug Law Violations Referred for Disciplinary Action	2014	18	0	0	18	12	0
	2015	9	0	0	9	3	0
	2016	4	0	0	4	4	0
Weapons Law Violations Referred for Disciplinary Action	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	1	0	0	1	0	0
Offense (Crimes Not Reported By Hierarchy)	Year	On Campus	Non- Campus	Public Property	Total	Residential Facilities*	Unfounded Crimes
Arson	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Domestic Violence	2014	0	0	0	0	0	0
	2015	1	0	0	1	1	0
	2016	0	0	0	0	0	0
Dating Violence	2014	1	0	0	1	1	0
	2015	2	0	0	2	1	0
	2016	4	0	0	4	3	0
Stalking	2014	3	0	0	3	1	0
	2015	1	0	0	1	0	0
	2016	0	0	0	0	0	0

**Note: Residential Facility Crime Statistics are a subset of the On Campus Category, i.e. they are counted in both categories.*

Reported Hate Crimes

Criminal Offense	2016 Total	Category of Bias for crimes reported in 2016					
		Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	0	0	0	0	0	0	0

Criminal Offense	2015 Total	Category of Bias for crimes reported in 2015					
		Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	0	0	0	0	0	0	0

Criminal Offense	2014 Total	Category of Bias for crimes reported in 2014					
		Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	1	0	0	0	1	0	0

The 2014 statistic was reported to have occurred in an on campus residence hall.

Priory Campus Crime Statistics

The data presented in the following table summarizes the reportable crimes on the Priory Campus from 2014-2016. The Dominican University Office of Public Safety, university officials with responsibility for overseeing student activities, and representatives of relevant police agencies compiled the following crime statistics. Joel Nayder, Security Compliance & Operations Officer, Public Safety is chiefly responsible for the compilation of the statistics below, and of this report. He assesses repeat offenses, patterns, and the possibility of double-counted reports to assure the accuracy of the information contained in this report.

All crime statistics for murder, non-negligent manslaughter, negligent manslaughter, rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug law violations, and illegal weapons possession are classified using the definitions of those crimes from the FBI's *Uniform Crime Reporting (UCR)* Program. Crime statistics for fondling, incest, and statutory rape are classified using the definitions of those crimes from the *National Incident –Based Reporting System (NIBRS)* User Manual from the FBI's UCR program. Crime statistics for the hate crimes of larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property are classified using the definitions provided in the *UCR's Hate Crime Data Collection Guidelines and Training Guide*.

Offense (Reported By Hierarchy)	Year	On Campus	Non- Campus	Public Property	Total	Residential Facilities*	Unfounded Crimes
Murder/Non Negligent Manslaughter	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Negligent Manslaughter	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Rape	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Fondling	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	1	0	0	1	1	0
Incest	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Statutory Rape	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Robbery	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Aggravated Assault	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Burglary	2014	0	0	0	0	0	0
	2015	1	0	0	1	0	0
	2016	0	0	0	0	0	0
Larceny	2014	1	0	0	1	1	0
	2015	2	0	0	2	0	0
	2016	1	0	0	1	0	0
Motor Vehicle Theft	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Liquor Law Arrests	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Drug Law Arrests	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Weapons Law Arrests	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2014	1	0	0	1	1	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0

Drug Law Violations Referred for Disciplinary Action	2014	0	0	0	0	0	0
	2015	1	0	0	1	1	0
	2016	8	0	0	8	5	0
Weapons Law Violations Referred for Disciplinary Action	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Offense (Crimes Not Reported By Hierarchy)	Year	On Campus	Non- Campus	Public Property	Total	Residential Facilities*	Unfounded Crimes
Arson	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Domestic Violence	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
Dating Violence	2014	0	0	0	0	0	0
	2015	2	0	0	2	0	0
	2016	0	0	0	0	0	0
Stalking	2014	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0

**Note: Residential Facility Crime Statistics are a subset of the On Campus Category, i.e. they are counted in both categories.*

Reported Hate Crimes

Criminal Offense	2016 Total	Category of Bias for crimes reported in 2016					
		Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	0	0	0	0	0	0	0

Criminal Offense	2015 Total	Category of Bias for crimes reported in 2015					
		Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	0	0	0	0	0	0	0

Criminal Offense	2014 Total	Category of Bias for crimes reported in 2014					
		Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	0	0	0	0	0	0	0

2017 Annual Fire Safety Report

This annual fire safety report summarizes the elements of the campus fire safety program, which is administered and maintained by the Office of Public Safety. This public disclosure is intended to inform current and prospective students and employees of the fire safety programs and policies in place at Dominican University, and the institution's state of readiness to detect and respond appropriately to fire related emergencies.

This report can be viewed online at:

https://jicsweb1.dom.edu/ICS/Portlets/ICS/Handoutportlet/viewhandler.ashx?handout_id=333e93a1-51db-4067-aeaa-665a71dc2921. Hard copies of the report are available for public review by calling 708-524-6750 or by visiting the Office of Public Safety located on the first floor of the Parking Garage. The Public Safety Office is open from Monday through Friday, 8:00am to 4:00pm excluding holidays.

The primary objective of the campus fire safety program is to recognize hazardous conditions and take appropriate actions before such conditions result in a fire emergency.

This goal is accomplished by:

- Conducting periodic review and update of fire prevention policies
- Conducting regularly scheduled fire drills in the residence halls
- Inspecting, testing, and maintaining fire protection systems in accordance with National Fire Protection Association (NFPA) standards and Occupational Safety and Health Administration (OSHA) standards
- Performing plan reviews and code consultation related to current improvement and remodeling projects

Future Improvements in Fire Safety

The Office of Buildings and Grounds has identified the need to and have plans to upgrade the fire system in the Fine Arts Building during the 2017/2018 school year. The upgraded system will be fully integrated with the current Main Campus fire system.

Fire Safety

Each building on campus has its own fire alarm panel. All buildings contain smoke, heat or beam detectors to detect smoke/fire, pull stations to sound the alarm, and strobe light/audible horns to alert that an alarm has been activated. Emergency lighting is provided in all buildings. The lighting will activate automatically in a power failure and will last at least 20 minutes. Illuminated exit signs are provided throughout the buildings. Some office/classroom buildings contain a speaker alert system. The fire alarm system is continuously monitored and supervised by Public Safety in the dispatch center. Multi-purpose ABC dry chemical fire extinguishers are installed on each floor as well as throughout the common and mechanical areas of each building. Smoke detectors are installed in each resident's room.

Any and all fires should be immediately reported by calling 911. All fire incidents must be reported to Joel Nayder, Dominican University Public Safety, Security Compliance & Operations Officer
jnayder@dom.edu.

Fire Safety: Residence Halls

All resident buildings are protected by a wet pipe sprinkler system that is integrated with the fire alarm system. All resident buildings: Public Safety monitors Coughlin, Mazzuchelli, Murray and Power Halls through the same fire panel system. The resident halls contain smoke or heat detectors to detect smoke and/or fire, pull stations to sound the alarm, and strobe light/audible horns to alert that an alarm has been activated. Emergency lighting is provided in all buildings. The lighting will activate automatically in a power failure and will last at least 20 minutes. Illuminated exit signs are provided throughout the buildings. Some office/classroom buildings contain a speaker alert system.

For additional fire safety tips, contact the Office of the Illinois State Fire Marshal
<http://www.sfm.illinois.gov/>.

If a member of the Dominican Community finds evidence that a fire occurred and has been extinguished, and the person is not sure whether Public Safety has already responded, the community member should immediately notify Public Safety to investigate and document the incident. For example, if a housekeeper finds evidence of a fire in a trashcan in the hallway of a residence hall, he/she should not touch the trashcan and should report the incident to Public Safety immediately and wait for an officer's response. The officer will document the incident prior to removing the trash can from the area.

Fire Safety Facts

- A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells of residence halls, are designed to stand up to fire longer than those of an individual room. It is important that these doors are CLOSED for them to work. Additionally, if a door has a device that automatically closes the door, it should NOT be propped open.
- Sprinklers are 98% effective in preventing the spread of fire when operating properly. DO NOT obstruct the sprinkler heads with materials like clothing hanging from the piping.
- Smoke detectors cannot do their job if they are disabled or covered by the occupant, which is a violation of University Policy.

In case of a fire alarm:

- 1) Look for the nearest exit. Whenever you enter a large building, make a mental note of the nearest exit. Consult evacuation charts in classrooms and/or hallways. Know more than one way out of the building.
- 2) Do not use an elevator as an exit. The elevator may stop on a floor with a fire. In newer buildings, elevators are tied into the fire alarm system and will not operate.
- 3) If you see a fire or heavy smoke:
 - a) Dial 911 and/or pull the fire alarm while exiting the building. Do not try to fight the fire.
Sounding the alarm and safely exiting the building are priorities.
 - b) Exit the building completely and keep a safe distance. Help make sure everyone gets out and assist those in need.
 - c) Shut all windows and doors. Because a fire needs oxygen, you can help contain the fire by closing windows and doors as you exit.
- 4) Before exiting room check door for heat.
 - a) If door is **hot** to the touch **do not** open door as a fire could be outside. Retreat back into room, call **911** right away.
 - b) Keep the door closed and await assistance from the fire department.
 - c) If smoke is entering around the door, stuff the crack under the door with sheets, clothes or blankets.
 - d) To aid breathing and to reduce smoke inhalation, cover your mouth with a wet cloth.
 - e) If possible, open the window and wave a brightly colored garment or towel from your window- the fire department will be looking for this sign.
- 5) If the door is cool, open it, leave and close it behind you. Proceed to the nearest exit.
- 6) If you must enter a smoke-filled room or hallway, stay low, keeping one hand on the wall to avoid disorientation and crawl to the nearest exit, keeping your head near to the floor.
- 7) If you hear an alarm:
 - a) Make sure everyone gets out and assist those in need.
 - b) Exit the building completely and keep a safe distance (at least 100 feet).
 - c) Shut windows and doors behind you if you feel time permits.
 - d) Wait for an "all clear" signal from security or the fire department before entering the building.

Building Access

Exterior and interior doors are locked for your protection. Doors leading into the residence halls are always locked. All exterior exits to a resident hall facility are equipped with an alarmed door. These doors are exit only and will trip an alarm separate from the fire alarm system if opened. If a false alarm is sounded or a door is used inappropriately, every resident is subject to a fine of at least \$25 unless the individual(s) responsible come forward. Students must show Dominican University ID upon entering the residence halls. Failure to do so may result in a referral to the Dominican University conduct process. The exit and entry point for all the residence halls is the Coughlin Commons.

Building Evacuation

Building evacuation will occur when an alarm sounds and/or upon notification by Public Safety.

- Leave by the nearest marked exit. Follow the **Emergency Evacuation Procedure/FIRE EXIT** signs and alert others to do the same. If evacuation is for only a part of the building or campus grounds, immediately vacate the side in question and relocate as directed.
- Faculty members should clear their classrooms and close the door.
- Assist individuals with disabilities who may need help in exiting the building. Remember that elevators are reserved for individuals with disabilities. **DO NOT USE ELEVATORS IN CASE OF FIRE OR EARTHQUAKE.** In the event of a fire or earthquake notify Public Safety to assist an individual with a disability in exiting the building.
- Once outside, proceed to a clear area that is at least 100 feet away from the affected building. Security should keep streets, fire lanes, hydrant areas and walkways clear for emergency vehicles and personnel. (If possible, headcounts should be taken.)
- **DO NOT RETURN TO AN EVACUATED BUILDING UNLESS TOLD TO DO SO BY A PUBLIC SAFETY OFFICER OR THE RIVER FOREST FIRE DEPARTMENT.** Security should assist in preventing individuals from returning to the building. (Do not dismiss employees or students unless told to do so by university administrators. In most cases, we will return to the building.)
- If you can hear the fire alarm you should evacuate whether it is in your building or not. This is because when there is a fire you can also have an explosion which can affect surrounding areas very quickly. It is always better to act with caution during any alarm or emergency situation that happens on campus.

University staff may go room-to-room during an alarm to ensure compliance with the evacuation policy.

Emergency evacuation procedures for students and employees inhabiting other campus buildings can be found in the Dominican University emergency preparedness guide. The emergency preparedness guides are posted in classrooms, offices, near all public access phones around campus.

Egress

All hallways and stairwells must be kept free and clear and allow for the smooth flow of occupants at all times. Property may not be stored or placed in these areas. Any item found in these areas may be confiscated.

Tampering with Fire Protection Equipment

Students who are found tampering with fire protection equipment (e.g. fire extinguishers including cabinets and signage, fire alarms, smoke and heat detectors, pull stations, and sprinkler heads) resulting in violation of the Student Code of Conduct may be subject to fines and additional sanctions or charges for the cost of equipment or damage repair, depending on the circumstances, as a result of the conduct process. Failure to exit during a fire alarm or causing a false alarm may result in a significant fine. False alarms will result in a \$25 charge per resident if the person(s) responsible do not come forward. Charges may be differentiated by building if warranted.

Additional anti-tampering policies include:

- Smoke detectors and sprinkler heads are fire safety equipment, and residents are strictly prohibited from:
 - Disconnecting a detector
 - Tampering with the detector or its operation
 - Purposely causing an alarm to occur
 - Hanging objects from or otherwise obstructing the sprinkler head cover-plates and pipes.
- Disconnecting a smoke detector, failure to report its malfunctioning (including failure to observe that the light is on or not flashing), or other negligence subjects residents of that room not only to conduct charges but also to civil charges and, in the event of fire, payment for related damages to the building and the persons and property of others.
- Propping fire-rated door assemblies is strictly prohibited. Fire-rated door assemblies are designed to self-close to prevent the passage of fire and smoke. Examples of fire-rated doors include: student room doors, stairwell doors, separation doors between sleeping and commons areas, utility room doors (e.g. janitor closets, mechanical rooms, laundry rooms, pressing rooms, sprinkler closets, elevator machine rooms, storage rooms, and many corridor doors).

Inspecting, Testing, and Maintenance of Fire Protection Equipment

The Public Safety administers this aspect of the campus fire safety program with support from the Physical Plant, Residence Life and fire protection contractors. All fire protection equipment in the residence halls is tested, inspected and maintained in accordance with applicable NFPA standards.

Residence Hall Fire Drills

Unannounced and planned fire drills are conducted each semester in each residence facility. The local fire department is invited, and frequently participates in these drills. All rooms are searched to ensure full evacuation. Anyone who does not promptly evacuate is referred to the Dean of Students for possible conduct action.

Appliances and Electrical Equipment

Students may not cook in residence hall rooms. Electric skillets, broilers, hot plates, toasters and other equipment normally used to cook food are not allowed. Cooking is not permitted in students' rooms; kitchenettes are provided in Power and Murray Halls for this purpose. For safety reasons, halogen lamps, space heaters, candle warmers, electric blankets, electric sheets or mattress pads, soldering tools and sun lamps cannot be used in student rooms. Students are held financially responsible for damages caused. Other small electric appliances, such as coffee makers and popcorn poppers, can be used if the heating element is completely enclosed. Incandescent and fluorescent study lights are allowed. Small refrigerators and small microwaves are allowed. The electrical requirement limits are 120 volts, 60 hertz, and 2.5 amps.

No antennas of any type are to be attached to the outside of the residence halls. This includes CB antennas and satellite dishes outside windows of student rooms.

Air conditioners are not allowed in the public areas or private rooms of residents. The buildings are not equipped to handle the electrical needs of such items. The dean of student's office will consider any documented, confirmed medical need for an accommodation.

Prohibited Items

Any open flame or any substance like incense or candles (i.e. incense burners, potpourri pots, hookahs or scented oil warmers) are **not** allowed in the residence halls. The manufacturing, possession, use or sale of fireworks is illegal and against university policy. Any fuel, including but not limited to kerosene, gasoline, propane and charcoal lighter fluid is strictly prohibited in any University residence hall. Items that are prohibited from the residence halls and deemed to be a fire hazard may be confiscated by Residence Life Staff or Public Safety.

SMOKING POLICY

Dominican University Tobacco-Free Campus Policy

Scope

Dominican University is committed to providing a safe and healthy working and learning environment for the students, faculty, staff, sisters and campus guests.

Purpose

Dominican University recognizes that environmental tobacco smoke has been classified as a Group A carcinogen by the United States Environmental Protection Agency. Due to the risks associated with tobacco smoke exposure, the university has adopted a tobacco-free campus policy in order to minimize health risks, improve the quality of air and enhance the campus environment.

Individuals Covered

This policy affects all persons who at any time are physically located on Dominican's Main or Priory campus.

Policy

The use of tobacco products is prohibited at all times while on Dominican University property.

- Tobacco is defined as all tobacco-derived or containing products, including, but not limited to, cigarettes (clove, bidis, kreteks), electronic cigarettes, cigars and cigarillos, hookah-smoked products, and oral tobacco (spit and spitless, smokeless, chew, snuff).
- Use of tobacco product is defined as follows: The inhaling, exhaling, burning, or carrying of any lighted smoking material on campus property, including but not limited to all outside property or grounds owned or wholly leased, sidewalks, parking lots, outdoor seating areas, stadium seating and all landscaped and recreational areas and all university vehicles and moving equipment.
- Smoking materials must be extinguished and disposed of prior to entering upon Dominican University property*, or exiting your vehicle. Improper disposal includes but is not limited to: littering (i.e. discarded cigarette butts and/or throwing cigarette butts out of windows).

* The Priory Campus main entrance is accessed through property owned by the Village of River Forest:

ORDINANCE 111201: AN ORDINANCE REGULATING USE OF THE PARKS OF RIVER FOREST, COOK COUNTY, ILLINOIS states that the smoking of cigarettes, cigars, or pipe tobacco is prohibited inside or within 25 feet of any building, facility or structure, or within 100' of any organized activity within the Park System.

Employees and students who want to quit smoking

If you smoke and want to quit, or know someone who wants to quit, call the Illinois Tobacco Quit Line toll-free at ((866) QUIT-YES (866-784-8937), which is operated by the American Lung Association in collaboration with the Illinois Department of Public Health. This free telephone service provides smokers and people who want to help them quit with information and advice about how to quit successfully. For additional resources on how to quit smoking, employees are also encouraged to contact the university's employee assistance program at 1(800) 316-2796.

Fire Safety Statistics

The data presented in the following table summarizes the reported fires that occurred in housing facilities from 2014 through 2016. Please note that the housing facilities presented in the following table are

located on campus property. Joel Nayder Security Compliance & Operations Officer, Public Safety is chiefly responsible for the compilation of the statistics below, and of this report. Off campus housing includes buildings that are not owned and operated by Dominican University and, therefore, fire statistics from off campus housing is not included in this report. All fires that occur in campus housing facilities are reported to the Office of Public Safety.

Summary of 2016 Fire Statistics

[illegible]

Summary of 2015 Fire Statistics

[illegible]

Summary of 2014 Fire Statistics

[illegible]

Description of On-campus Student Housing Fire Safety Systems

Residence Halls*	Building Fire Alarm	Room Detection	Full Sprinkler System ¹	Partial Sprinkler System ²	Fire Extinguisher	2016 Evacuation Drills Conducted	Evacuation Plans/ Flipcharts
Coughlin Hall	Yes	Yes	X		Yes	1 Spring 1 Fall	Yes
Mazzuchelli Hall	Yes	Yes	X		Yes	1 Spring 1 Fall	Yes
Murray** Hall	Yes	Yes	X		Yes	1 Spring 1 Fall	Yes
Power Hall	Yes	Yes	X		Yes	1 Spring 1 Fall	Yes
Priory Campus	Yes	Yes		X	Yes	1 Spring 1 Fall	Yes

*Coughlin Hall.....7900 w. Division, River Forest, Illinois 60305

Mazzuchelli Hall...7900 w. Division, River Forest, Illinois 60305

Murray** Hall.....7900 w. Division, River Forest, Illinois 60305

Power Hall.....7900 w. Division, River Forest, Illinois 60305

Priory Campus.....7200 w. Division, River Forest, Illinois 60305

**Centennial Hall was renamed Murray Hall Spring of 2012

¹*Full Sprinkler System* is defined as having sprinklers in both the common areas and individual rooms of entire building.

²*Partial Sprinkler System* is defined as having sprinklers in both the common areas and individual rooms of residential areas.

Dominican University

Drug-Free Schools and Campuses Regulations [EDGAR Part 86]

Alcohol and Other Drug Prevention Certification

The undersigned certifies that it has adopted and implemented an alcohol and other drug prevention program for its students and employees that, at a minimum, includes –

1. The annual distribution to each employee, and to each student who is taking one or more classes of any kind of academic credit except for continuing education units, regardless of the length of the student's program of study, of:

- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities
- A description of the applicable legal sanctions under local, State, or Federal law for the unlawful possession or distribution of illicit drugs and alcohol
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol
- A description of any drug or alcohol counseling, treatment or rehabilitation or re-entry programs that are available to employees or students
- A clear statement that the institution will impose disciplinary sanctions on students and employees (consistent with State and Federal law), and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct. A disciplinary sanction may include the completion of an appropriate rehabilitation program.

2. A biennial review by the institution of its alcohol and other drug prevention comprehensive program to:

- Determine its effectiveness and implement changes to its comprehensive alcohol and other drug prevention program and policies, if they are needed
- Ensure that its disciplinary sanctions are consistently enforced.

Dominican University
7900 w. Division
River Forest, IL 60305

Typed Name of Chief Executive Officer

Signature of the Chief Executive Officer

Date

Telephone Number

e-mail address

Drug-Free Schools and Colleges [EDGAR Part 86]
Illinois Higher Education Center for Alcohol, Other Drug, and Violence
Prevention
Feb 2017

Federal Drug-Free Schools and Campuses Regulations [Edgar Part 86]

DOMINICAN UNIVERSITY
DRUG AND ALCOHOL EDUCATION AND PREVENTION REVIEW

As a requirement of these regulations, Dominican University is to disseminate and ensure receipt of the below policy/information to all students, staff, and faculty on an annual basis. This process is formally conducted by email, communicated in the Fire and Safety report and cited in the online student handbook. Questions concerning this policy and/or alcohol and other drug programs, interventions and policies may be directed to the Dean of Students @ deanofstudents@dom.edu, 708-524-6824.

Polices – Alcohol and Drugs

As an academic community, Dominican University is committed to providing an environment in which learning and scholarship can flourish. The possession or use of illegal drugs, or the abuse of those which may otherwise be legally possessed, seriously affects the University environment, as well as the individual potential of our students and staff. The University enforces state laws and related University policies, including those prohibiting the following activities on campus:

- A. Providing alcoholic beverages to individuals under 21, possession, or consumption of alcoholic beverages by individuals under 21.
- B. Distribution, possession, or use of illegal drugs or controlled substances.
- C. Possession of firearms or other dangerous weapons.

The abuse of alcohol and other drugs by students, regardless of age and of location (on-campus or off-campus), is prohibited by the Student Conduct Code. The University can, and will, impose disciplinary sanctions for violations. Students are also subject to city ordinances, state, and federal laws. A separate policy addresses violations by University staff.

The University strongly encourages students and staff members to voluntarily obtain assistance for dependency or abuse problem before such behavior results in an arrest and/or disciplinary referral, which might result in their separation from the institution.

The use of, or addiction to, alcohol, marijuana, or controlled substances is not considered an excuse for violations of the Student Conduct Code or staff expectations, and will not be a mitigating factor in the application of appropriate disciplinary sanctions for such violations.

Help is available both on campus and within the community for students and staff members who are dependent on, or who abuse the use of alcohol or other drugs. Dominican University Wellness Center (708-524-6629), Lincoln financial group employee assistance program @ <https://www.lfg.com/public/individual>, and other professional agencies will maintain the confidentiality of persons seeking help for personal dependency and will not report them to institutional or state authorities. The Dean of Students and Human Resources provides educational and awareness programming, information, and assistance.

POLICIES AND PROCEDURES

All students are supplied with a Student Handbook. It is understood that those who enroll in the university accept the terms and conditions stated in the Student Handbook. Students must also follow all policies and procedures in other university publications when applicable. The university reserves the right to suspend or dismiss any student at any time when, in the judgment of university authorities, the general welfare demands such action. All policies, practices, procedures and regulations listed in university publications are subject to change. Every effort will be made to provide appropriate supplements and announcements indicating major alterations in current policies, practices, procedures and regulations. To receive more information about university policies and procedures, contact the Office of the Dean of Students at (708) 524-6822.

ALCOHOL POLICY

Any event sponsored by a university department, organization or group at which alcohol will be served or consumed must be registered with the office of the Dean of Students. A checklist assuring all standards have been adhered to will be filled out by the hosting/sponsoring department or division and approved by the office of the Dean of Students.

The hosting/sponsoring department or division of the event is responsible for all aspects of the event including, but not limited to, the following standards:

- Registering and purchasing all liquor licenses in compliance with local, state and federal laws.
- Hiring of sufficient security personnel.
- Supervision of underage persons to ensure there is not underage consumption of alcohol (i.e., carding).
- No one under the age of 21 is allowed to serve, possess or consume alcohol.
- Completing and submitting all facilities reservation and set-up forms.
- Removal and disposal of all unused alcohol.
- Any and all costs for insurance or damage to university property.

No kegs, beer bongs, party balls or other common containers of alcohol are allowed, unless advance written notice is made by the appropriate university official and approved by the Dean of Students. Excessive drinking and intoxication will not be tolerated. Members of the community who choose to drink will be held fully responsible for their behavior while under the influence of alcohol. Loss of control due to intoxication in no way excuses or justifies violation of state law, university regulations or the rights of others. Any violation of state laws regarding alcohol will be considered grounds for university disciplinary action.

Student organizations that would like to serve alcohol at their sponsored on-campus or off-campus events must follow all policies and procedures as outlined by the Dean of Students. Please contact the Dean of Students office for more information at (708) 524-6824.

Consumption of alcohol for students is limited to the room of a resident student who is at least 21 years of age. Both residents and visitors in the room where alcohol is consumed must be 21 years of age.

ILLINOIS LAW ON ALCOHOL

On January 1, 1995, a law was signed into effect stating that any driver under 21 years of age with any trace of alcohol in his/her system will lose his/her driving privileges. Persons under 21 years of age can also be charged with Driving Under the Influence (DUI) if they have a breath alcohol content (BAC) of .08, any illegal drugs in their system or other indications of impaired driving.

DRUG POLICY

The unlawful possession, use and/or distribution of illicit drugs are strictly prohibited at Dominican University. Drugs, especially when taken incorrectly, taken in the wrong dosage or mixed indiscriminately with other drugs, can cause disability or death. Dominican University is committed to providing a safe, healthy and comfortable living environment for all. Students, who illegally use, sell, create, possess, distribute or provide controlled substances will be subject to disciplinary action as outlined in the student code of conduct. Any drug or drug paraphernalia will be confiscated from the student and NOT returned. This includes, but is not limited to, roach clips, scales, bowls, baggies, hookahs, bongos, etc. When adjudicating any case involving drugs, physical evidence of drug use is not required for a finding of responsibility in a case. Scent or smell of drug use, or other behaviors and/or observations made by students and/or university officials and personnel, may be used in determining the outcome.

STATEMENT ON A DRUG-FREE CAMPUS/WORKPLACE

The Drug-Free Schools and Communities Act mandates that institutions of higher education adopt and implement a policy designed to prevent the unlawful possession, use, dispensation or distribution of illicit drugs and alcohol by students and employees and provide certification to the Department of Education that such a policy is in place. The university has developed this policy not only in response to this federal anti-drug legislation, but also to provide a healthy environment by preventing the use of illegal drugs or the abuse of alcohol within the university community.

Any faculty, staff or student who violates this policy or does not cooperate with the university in its attempts to maintain a drug-free environment will face disciplinary action up to and including expulsion or dismissal from the university. Such persons also may be required, as a condition of continuing their relationship with the university, to enroll at their own expense in substance-abuse counseling and/or a treatment program. Individuals violating any town ordinances, state criminal laws or federal laws relating to alcohol or drug use also risk fines and imprisonment.

Faculty, staff and students are encouraged to familiarize themselves with resources available in the area for substance-abuse counseling and treatment. In addition, the counseling services in the Wellness Center are available to assist students with substance-related problems. In emergency situations, faculty and staff may also request their assistance in the identification of referral services. The Wellness Center respects the confidential nature of information shared by participants in its programs. If questions arise related to any of these guidelines or policies, please direct them to the appropriate university department.

This statement includes faculty, staff and student employees of Dominican University.

1. In compliance with the Drug-Free Workplace Act of 1988, Dominican University is committed to

the maintenance of a drug-free workplace and is committed to rigorous enforcement of applicable laws and policies to support those trying to cope with drug-related problems.

2. Dominican University is committed to maintaining a drug-free workplace in compliance with applicable laws. The unlawful possession, use, distribution, dispensation, sale or manufacture of controlled substances is prohibited on university premises. Violation of this policy may result in the imposition of employment discipline as defined for specific employment categories in the Dominican University student employee, staff and faculty handbooks.
3. The illegal or improper use of controlled substances can: seriously injure the health of others: adversely impair the performance of responsibilities: and endanger the safety and well-being of fellow employees, students and members of the general public. It is therefore the policy of Dominican University to discourage the use of controlled substances by its employees at any time. Anyone who is employed at Dominican University who has a drug problem is invited to contact the director of human resources to obtain information about available assistance. All discussion will be kept confidential.
4. An employee of Dominican University will notify his/her supervisor if he/she is convicted of a criminal drug offense involving the workplace within five days of conviction (this includes student workers). Such conviction will be grounds for mandatory evaluation and possible treatment for a substance abuse disorder, and for disciplinary action up to and including termination. In the event any such conviction involves an employee working on a federal contract or grant, the University will notify the granting or contracting federal agency within 10 days of receiving notice of a conviction. A copy of this statement will be given to all employees.
5. This statement and its requirements are promulgated in accordance with the requirements of the Drug-Free Workplace Act of 1988 enacted by the U.S. Congress. The university will continue its effort to maintain a drug-free environment by adhering to the above policy and by providing on-going drug awareness programs.
6. Failure to comply with the foregoing rules will be grounds for disciplinary action up to and including termination. The terms of this policy statement are conditions of employment at the university.

University Drug & Alcohol Policy Statement

It is a condition of employment that all University staff members refrain from reporting to work or working while being under the influence alcohol. Under the influence means an alcohol concentration equal to or greater than .04, or actions, appearance, speech or bodily odors that reasonably cause a supervisor to conclude that a staff member is impaired because of alcohol use. Staff members are to refrain from using, possessing or being under the influence of alcohol while at work. This includes operating any University vehicle or conducting University-related business off campus. Staff members are allowed to consume alcohol during University-approved special events. However, staff must exercise restraint and remain fit for duty and free of any adverse effects from alcohol served at the events.

Staff members with lawful possession of prescribed medications must consult with their doctors about the medications' effect on their fitness for duty and ability to work safely and promptly disclose any work restrictions to their supervisor. Staff members should not, however, disclose underlying medical conditions unless directed to do so. Medication must be carried in a container labeled by a licensed pharmacist.

SMOKING POLICY

Dominican University Tobacco-Free Campus Policy

Scope

Dominican University is committed to providing a safe and healthy working and learning environment for the students, faculty, staff, sisters and campus guests.

Purpose

Dominican University recognizes that environmental tobacco smoke has been classified as a Group A carcinogen by the United States Environmental Protection Agency. Due to the risks associated with tobacco smoke exposure, the university has adopted a tobacco-free campus policy in order to minimize health risks, improve the quality of air and enhance the campus environment.

Individuals Covered

This policy affects all persons who at any time are physically located on Dominican's Main or Priory campus.

Policy

The use of tobacco products is prohibited at all times while on Dominican University property.

- Tobacco is defined as all tobacco-derived or containing products, including, but not limited to, cigarettes (clove, bidis, kreteks), electronic cigarettes, cigars and cigarillos, hookah-smoked products, and oral tobacco (spit and spitless, smokeless, chew, snuff).
- Use of tobacco product is defined as follows: The inhaling, exhaling, burning, or carrying of any lighted smoking material on campus property, including but not limited to all outside property or grounds owned or wholly leased, sidewalks, parking lots, outdoor seating areas, stadium seating and all landscaped and recreational areas and all university vehicles and moving equipment.
- Smoking materials must be extinguished and disposed of prior to entering upon Dominican University property*, or exiting your vehicle. Improper disposal includes but is not limited to: littering (i.e. discarded cigarette butts and/or throwing cigarette butts out of windows).

* The Priory Campus main entrance is accessed through property owned by the Village of River Forest: ORDINANCE 111201: AN ORDINANCE REGULATING USE OF THE PARKS OF RIVER FOREST, COOK COUNTY, ILLINOIS states that the smoking of cigarettes, cigars, or pipe tobacco is prohibited inside or within 25 feet of any building, facility or structure, or within 100' of any organized activity within the Park System.

References

American College Health Association, ACHA: <http://www.acha.org/ACHA/Resources/Topics/ATOD.aspx>

Aurora University <https://aurora.edu>

Village of River Forest Website- <https://vrf.us/>

Questions About This Policy

Any questions regarding the policy should be directed to the Senior Vice President for Finance and Administration in the Business Office or by referring to our Faculty, Staff and Student Handbooks.

Stakeholders and Approvers

President's Cabinet is the approver of the policy. The following departments could be affected by violation of the policy: Human Resources, Public Safety, Office of the Provost, Business Affairs, Student Affairs and Residence Life.

RESIDENCE LIFE POLICIES

Alcohol

Consumption of alcohol is permissible for students of legal drinking age. Any alcohol brought into the residence halls must be placed in a bag or covered. Buying or supplying alcohol to anyone under 21 years of age is against state law and university policy. No alcoholic beverages can be brewed, created, and/or distributed anywhere on campus. The consumption or possession of alcoholic beverages and containers is not permitted in common areas. In addition, the possession/distribution of alcohol from common source containers (kegs, alcohol bongs, etc.) is not permitted. Any common source containers will be confiscated and will NOT be returned to the student under any circumstances. All empty and full containers that are holding or have previously held alcohol may be confiscated upon documentation of a policy violation. Students may not display empty containers, including but not limited to, shot glasses, empty alcohol containers, etc. and/or alcohol logos/advertisements in any way.

Under 21: If all assigned residents to a residence hall room are under 21, the possession or consumption of alcohol is prohibited within that room at all times regardless of the age of any guest. Further, any person (student or guest) under 21 may not be present in a room where alcohol is being consumed, unless it is the student's place of residence.

Over 21: If only one of the assigned residents of a room is of legal drinking age, that resident must be present if others of legal drinking age are drinking in the room. If underage drinking is taking place while an assigned resident of legal drinking age is present, that resident will be held responsible for university policy regarding buying or supplying alcohol to anyone under 21 years of age.

Illegal Drugs

Dominican University is committed to providing a safe, healthy and comfortable living environment for all residents. Students, who illegally use, sell, create, possess, distribute or provide controlled substances will be subject to disciplinary action as outlined in the student code of conduct. Any drug or drug paraphernalia will be confiscated from the student and NOT returned. This includes, but is not limited to, roach clips, scales, bowls, baggies, hookahs, bongs, etc. When adjudicating any case involving drugs, physical evidence of drug use is not required for a finding of responsibility in a case. Scent or smell of drug use, or other behaviors and/or observations made by students and/or university officials and personnel, may be used in determining the outcome.

STUDENT CODE OF CONDUCT

Dominican University students experience an environment that encourages intellectual growth through free inquiry. We recognize that freedom to teach and learn depends upon truthful and caring conditions in the classroom, on the campus and in the larger community. The maintenance of these traditions of truth and caring demands a high standard of respect for the rights and dignity of others and for adherence to the necessary policies established to give order to our daily lives. Dominican University expects responsible social conduct of students, which reflects well on themselves and the university.

Dominican University is committed to fostering a campus environment that is conducive to academic inquiry, productive campus life, thoughtful study and discourse. A community exists on the basis of shared values and principles. At Dominican University, student members of the community are expected to uphold and abide by certain standards of conduct that form the basis of the *Student Code of Conduct*. These standards are embodied within a set of core values that include *integrity, fairness, respect, community* and *responsibility*. When members of the community fail to exemplify these values, campus conduct proceedings are used to

assert and uphold the *Student Code of Conduct*.

Ultimately, each member of the Dominican University community is expected to assume responsibility for his/her conduct and to assume reasonable responsibility for the behavior of others. On occasion, this will involve kind and courteous admonition when one member observes another in inappropriate conduct. At other times it will involve cooperation when the authorities are investigating instances of alleged misconduct.

The student conduct process at Dominican University is not intended to punish students. Rather, it exists to protect the interests of the community and to challenge those whose behavior is not in accordance with our standards. Sanctions are intended to challenge students' moral and ethical decision-making and to help them bring their behavior into accord with our community expectations. When a student is unable to conform his/her behavior to community expectations, the student conduct process may determine that he/she should no longer share in the privilege of participating in this community.

Students should be aware that the student conduct process is quite different from criminal and civil court proceedings. Procedures and rights in student conduct proceedings are conducted with fairness to all, but do not include the same protections of due process afforded by the courts. Fair process, within these procedures, assures written notice and a hearing before an objective decision is made. It assures that no student will be found in violation of university policy without information showing that it is more likely than not that a policy violation occurred, and that any sanction will be proportionate to the severity of the violation.

Student Sanctions - Alcohol, Other Drugs, and Weapons

Underage students confronted by the institution for the consumption of alcohol will face disciplinary sanctions ranging from

POSSIBLE SANCTIONS

Following is a list of possible sanctions. Sanctions not on this list may be given for violation of the Code of Conduct.

Warning/Reprimand: Documented warning that the behavior is in violation of policy with notification that further violations will result in more serious sanctions.

Educational/Creative Project(s): These sanctions are directly related to the incident or behavior and are designed to help educate the student about the consequences of his/her actions. These might include video or book review, planning a program and/or assisting university staff.

Community Service: Student participation in an activity designed to assist the university or surrounding community, i.e., volunteer activities at local churches, hospitals, agencies, campus projects or facilities.

Restitution/Fines: Repayment of damages resulting from the student's actions, i.e., damage to university property, damages to individual's property, imposed fines, etc.

Visitation Privilege Loss: A student may have his/her visitation privileges to the residence halls suspended or revoked indefinitely.

Probation(s): Supervision of the student's conduct for a designated period of time during which a subsequent infraction of any university regulation or any standard will result in more serious judicial action. Terms of probation are to be decided by the judicial body and can include but are not limited to: a) inability to represent the university in an official capacity such as student leadership positions, athletics, etc. and b) inability to participate in university activities or designated events.

No-Trespass Order: The student will not be allowed to enter university buildings or other university property as defined in the sanction.

Relocation of Housing: The student's room assignment may be changed to an alternate room or building.

Removal From Residence: Separation of the student from the residence hall for a definite or indefinite period of time.

Suspension: Separation of the student from the university for a definite or indefinite amount of time. The student may possibly re-enroll in the future upon successful completion of conditions determined by the university.

Termination of Scholarship: Removal/termination of any scholarship provided by Dominican University.

Expulsion: Permanent separation of the student from the university. The student will not be allowed to re-enroll in the university.

AEP: Mandated Alcohol Education Program

CONDUCT VIOLATIONS Fall 2015 - Fall 2016 (3 semesters)

26 Drug and/or alcohol violations

TERM	# Alcohol Violation	# Drug Violations
Fall 2015	2	3
Spring 2016	15	2
Fall 2016	1	3

Over three semesters 15 sanctions were for mandatory alcohol awareness program for 1st time violators.

Students whose use of alcohol or drugs results in harm or the threat of harm to themselves or others, or to property, regardless of the location of the incident, may face disciplinary action by the University up to and including expulsion.

Commonly Imposed Disciplinary Sanctions For On-Campus Policy Violations:

Policy Violation	Typical Monetary Sanction - 1st Offense	Other Typical Sanctions - 1st Offense	Typical Sanctions – 2nd Offense
Underage Possession of Alcohol	\$25	Alcohol Education Program	Monetary Sanction, Possible Disciplinary Probation.

Open Alcohol In A Public Area	\$25	Alcohol Education Program	Monetary Sanction, Possible Disciplinary Probation.
Possession of Kegs	\$25	Alcohol Education Program	Monetary Sanction, Possible Disciplinary Probation.
Single Incident of Possession of Marijuana For Personal Use	Drug / Alcohol Assessment	Disciplinary Probation, Drug Education Program on Marijuana & Random Drug Testing	Suspension
Possession of More Than One Ounce of Marijuana		Suspension or Expulsion	Suspension or Expulsion
Possession of Any Amount of "Hard" Drugs (Cocaine, PCP, etc.)		Suspension or Expulsion	Suspension or Expulsion
Conveying Marijuana or A Controlled Substance To Another Person		Suspension or Expulsion	Suspension or Expulsion
Possession of Firearms or Other Dangerous Weapons		Suspension or Expulsion	Suspension or Expulsion

As members of the University community, students are also subject to city ordinances and to state and federal law. Arrest and prosecution for alleged violations of criminal law or city ordinances may result from the same incident for which the University imposes disciplinary sanctions.

Employee Sanctions

The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance by employees on University premises, or while conducting University business off University premises, is absolutely prohibited.

Violations of this prohibition by employees may result in the application of sanctions, including possible required participation in an approved drug abuse assistance or rehabilitation program, and disciplinary action up to and including termination of employment under applicable University policies, statutes, employment contracts, or collective bargaining agreements.

Illinois Sanctions for Violation of Alcohol Control Statutes

235 Illinois Compiled Statutes 5/6-20

- A. Class A Misdemeanor - unlawful use of a identification card
- B. Class 4 Felony - fictitious or unlawfully altered identification card
- C. Class 4 Felony - fraudulent identification card
- D. Class B Misdemeanor to possess or sell alcohol if you are under 21.*
- E. Class A Misdemeanor to sell, give, or deliver alcohol to individuals under 21 years of age. Local ordinances may also be enforced.

Class A Misdemeanors are punishable with a fine of \$1 to \$2,500 and up to 1 year in the county jail.

Class B Misdemeanors are punishable with a fine of \$1 to \$1,500 and up to 6 months in the county jail.

- These violations may also result in one's driver's license being administratively revoked or suspended by the Illinois Secretary of State's office.

Illinois Sanctions for Driving Under the Influence

625 Illinois Compiled Statutes 5/11-501

- A. Driving while under the influence of alcohol, other drug or drugs, intoxicating compound or compounds or any combination thereof
 - a. First Conviction
 - i. Minimum of one-year loss of full driving privileges
 - ii. Possible imprisonment for up to one year
 - iii. Maximum fine of \$2,500
 - b. Second Conviction
 - i. Minimum five-year loss of full driving privileges for a second conviction in a 20-year period
 - ii. Mandatory five days imprisonment or 240 hours of community service
 - iii. Possible imprisonment for up to one year
 - iv. Maximum fine of \$2,5000
 - c. Third Conviction – Class 2 Felony
 - i. Minimum ten-year loss of full driving privileges
 - ii. Mandatory 18-30 month periodic imprisonment
 - iii. Possible imprisonment for up to seven years
 - iv. Maximum fine of \$25,000
 - d. Aggravated DUI – Class 4 Felony (following a crash resulting in great bodily harm or permanent disfigurement)
 - i. Minimum of one-year loss of full driving privileges
 - ii. Mandatory ten days imprisonment or 480 hours of community service
 - iii. Possible imprisonment for up to twelve years
 - iv. Maximum fine of \$25,000

B. Other alcohol offenses

- a. Providing alcohol to a person under age 21
 - i. Possible imprisonment for up to one year
 - ii. Maximum fine of \$2,500
- b. Illegal transportation of an alcoholic beverage
 - i. Maximum fine of \$1,000
 - ii. Point-assigned violation will be entered on drivers record
- iii. Drivers license suspension for a second conviction in a 12 month period
- c. Knowingly permitting a driver under the influence to operate a vehicle
 - i. Possible imprisonment for up to one year
 - ii. Maximum fine of \$2,500
- d. Summary Suspension
 - i. First offense
 - 1. A chemical test indication a BAC of .08 or greater results in a mandatory six-month drivers license suspension
 - 2. Refusal to submit to a chemical test(s) results in a twelve-month suspension
 - ii. Subsequent offenses
 - 1. A chemical test indicating a BAC of .08 or greater results in a mandatory one-year drivers license suspension
 - 2. Refusal to submit to a chemical test(s) results in a three-year license suspension

Illinois Penalties for Drinking and Driving Under Age 21

A. Driving while under the influence of alcohol, other drug or drugs, intoxicating compound or compounds or any combination thereof

- a. First Conviction
 - i. Minimum of two-year loss of full driving privileges
 - ii. Possible imprisonment for up to one year
 - iii. Maximum fine of \$2,500
 - b. Second Conviction
 - i. Minimum five-year loss of full driving privileges for a second conviction in a 20-year period
 - ii. Mandatory five days imprisonment or 240 hours of community service
 - iii. Possible imprisonment for up to one year
 - iv. Maximum fine of \$2,5000
 - c. Third Conviction – Class 2 Felony
 - i. Minimum ten-year loss of full driving privileges
 - ii. Mandatory 18-30 month periodic imprisonment
 - iii. Possible imprisonment for up to seven years
 - iv. Maximum fine of \$25,000
 - d. Aggravated DUI – Class 4 Felony (following a crash resulting in great bodily harm or permanent disfigurement)
 - i. Minimum of one-year loss of full driving privileges
 - ii. Possible imprisonment for up to twelve years
 - iii. Maximum fine of \$25,000
- B. Other alcohol offenses**
- e. Illegal transportation of an alcoholic beverage
 - i. Maximum fine of \$1,000
 - ii. Drivers license suspended for first conviction
 - iii. Drivers license revoked for a second conviction
 - f. Summary Suspension
 - i. First offense

1. A chemical test indicating a BAC of .08 or greater results in a mandatory six-month drivers license suspension
2. Refusal to submit to a chemical test(s) results in a twelve-month suspension
- ii. Subsequent offenses
 1. A chemical test indicating a BAC of .08 or greater results in a mandatory one-year drivers license suspension
 2. Refusal to submit to a chemical test(s) results in a three-year license suspension

C. The Zero Tolerance Law provides that minors can have their driving privileges suspended even if they're not intoxicated at the .08 level. The following table shows the length of time your driving privileges may be suspended under the Zero Tolerance Law (for BAC of .01 or greater) and DUI Laws (for BAC of .08 or greater). The loss of driving privileges is greater if you refuse to take a sobriety test.

	Under Zero Tolerance Law		Under DUI Laws	
		If test refused		If test refused
1 st violation	3 months	6 months	6 months	12 months
2 nd violation	1 year	2 years	1 year	3 years

Effect on Driving Record

- Zero tolerance (BAC of .01 or greater) – except during suspension period, not on public driving record as long as there is no subsequent suspension.
 - DUI conviction (BAC of .08 or greater) – Permanently on public driving record
- *Under certain conditions, you may be charged with DUI even though your BAC is below .08.

Except during suspension period, violation is not on public driving record as long as there is no subsequent suspension permanently on public driving record.

State of Illinois Statutory Provisions For Illegal Drugs Manufacture or Delivery

	Manufacture or Delivery (720 Illinois Compiled Statutes 570/401)				Possession (720 ILCS 570/402)	
Illegal Drugs	Class X Felony	Class 1 Felony	Class 2 Felony	Class 3 Felony	Class 1 Felony	Class 4 Felony
	not more than \$500,000 fine	not more than \$250,000 fine	not more than \$200,000 fine	not more than \$150,000 fine	not more than \$20,000 fine	not more than \$15,000 fine
	Min. 6 years	4 to 15 years	3 to 7 years	2 to 5 years	4 to 15 years	1 to 4 years
Heroin	15 grams or more	10-14 grams	10 grams or less		15 grams or more	less than 15 grams
Cocaine	15 grams or more	1-14 grams	1 gram or less		15 grams or more	less than 15 grams

Morphine	15 grams or more	10-14 grams	10 grams or less		15 grams or more	less than 15 grams
Peyote	200 grams or more	50-199 grams		50 grams or less	200 grams or more	less than 200 grams
Barbiturates	200 grams or more	50-199 grams		50 grams or less	200 grams or more	less than 200 grams
Amphetamines	200 grams or more	50-199 grams		50 grams or less	200 grams or more	less than 200 grams
Lysergic Acid (LSD)	15 grams or more	5 to 14 grams or hits		5 grams or less	15 grams or more	less than 15 grams
Petazocine	30 grams or more	10 to 29 grams		10 grams or less	30 grams or more	less than 30 grams
Methaqualone	30 grams or more	10 to 29 grams		10 grams or less	30 grams or more	less than 30 grams
Phencyclidine	30 grams or more	10 to 29 grams		30 grams or less	30 grams or more	less than 30 grams
Ketamine	30 grams or more	11 to 30 grams		less than 10 grams	30 grams or more	less than 30 grams
GHB	200 grams or more	50 to 200 grams		less than 50 grams	200 grams or more	less than 200 grams
Ecstasy	200 grams or more	50 to 199 grams		50 grams or less	200 grams or more	less than 200 grams

Note: Second Offense, double jail sentence and fine. This chart gives examples of the penalties which may be imposed on individuals convicted of drug possession, manufacturing, or delivery. ***The circumstances of the case and other factors affect whether or not these are the actual penalties imposed.***

Marijuana Sale or Delivery (720 Illinois Compiled Statutes 550/5)

Class B Misdemeanor: 2.5 grams or less, \$500 fine and/or six months in jail

Class A Misdemeanor: 2.5-10 grams or less, \$1,000 fine and/or one year in jail

Class 4 Felony: between 10-30 grams, 1-3 years in jail and/or \$10,000 fine

Class 3 Felony: between 30-500 grams, 2-5 years in jail and/or fine not to exceed \$50,000

Class 2 Felony: 500 or more grams, 3-7 years in jail and/or fine not to exceed \$100,000

Possession (720 Illinois compiled Statutes 550/4)

Class C Misdemeanor: 2.5 grams or less, \$500 fine and/or thirty days in jail

Class B Misdemeanor: between 2.5-10 grams, \$500 fine and/or six months in jail

Class A Misdemeanor: between 10-30 grams, \$1,000 fine and/or one year in jail

Class 4 Felony: between 30-500 grams, 1-3 years in jail and/or \$10,000 fine

Class 3 Felony: over 500 grams, 2-5 years in jail and/or fine not to exceed \$50,000

Federal Drug Laws

The possession, use, or distribution of illicit drugs is prohibited by federal law. Strict penalties are enforced for drug convictions, including mandatory prison terms for many offenses. The following information, although not complete, is an overview of federal penalties for first convictions. All penalties are doubled for any subsequent drug conviction.

Denial of Federal Aid (20 USC 1091)

Under the Higher Education Act of 1998, students convicted under federal or state law for the sale or possession of drugs may have their federal financial aid eligibility suspended. This includes all federal grants, loans, federal work study programs, and more. Students convicted of drug possession will be ineligible for one year from the date of the conviction of the first offense, two years for the second offense, and indefinitely for the third offense. Students convicted of selling drugs will be ineligible for two years from the date of the first conviction, and indefinitely for the second offense. Those who lose eligibility can regain eligibility by successfully completing an approved drug rehabilitation program.

Forfeiture of Personal Property and Real Estate (21 USC 853)

Any person convicted of a federal drug offense punishable by more than one year in prison shall forfeit to the United States any personal or real property related to the violation, including houses, cars, and other personal belongings. A warrant of seizure is issued and property is seized at the time an individual is arrested on charges that may result in forfeiture.

Federal Drug Trafficking Penalties (21 USC 841)

Penalties for federal drug trafficking convictions vary according to the quantity of the controlled substance involved in the transaction. The following list is a sample of the range and severity of federal penalties imposed for first convictions. Penalties for subsequent convictions are twice as severe.

If death or serious bodily injury result from the use of a controlled substance which has been illegally distributed, the person convicted on federal charges of distributing the substance faces mandatory life sentence and fines ranging up to \$8 million.

Persons convicted on federal charges of drug trafficking within 1,000 feet of a University (21 USC 845a) face penalties of prison terms and fines which are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least 1 year.

Drug/Substance	Amount	Penalty - 1st Conviction
Barbiturates	Any amount	Up to 5 years prison. Fine up to \$250,000
Cocaine	5 kgs. or more	Not less than 10 years prison, not more than life. Fine up to \$4 million
	Less than 100 grams	10-63 months prison. Fine up to \$1 million
Crack Cocaine	50 grams or more	Not less than 10 years prison, not more than life. Fine up to \$4 million
	5-49 grams	Not less than 5 years prison, not more than 40 years. Fine up to \$2 million
	5 grams or less	10-63 months prison. Fine up to \$1 million
Ecstasy	Any amount	Up to 20 years imprisonment. Fine up to \$1 million. 3 years of supervised releases (following prison)
GHB	Any amount	Up to 20 years imprisonment. Fine up to \$1 million. 3 years of supervised releases (following prison)

Hashish	10-100 kg	Up to 20 years imprisonment. Fine up to \$1 million.
	10 kg or less	Up to 5 years imprisonment. Fine up to \$250,000
Hash Oil	1-100 kg	Up to 20 years imprisonment. Fine up to \$1 million.
	1 kg or less	Up to 5 years imprisonment. Fine up to \$250,000
Heroin	1 kg or more	Not less than 10 years prison, not more than life. Fine up to \$4 million
	100-999 grams	Not less than 5 years prison, not more than 40 years. Fine up to \$2 million
	100 grams or less	10-63 months prison. Fine up to \$1 million
Ketamine	Any amount	Up to 5 years imprisonment. Fine up to \$250,000. 2 years supervised release
LSD	10 grams or more	Not less than 10 years prison, not more than life. Fine up to \$4 million
	1-10 grams	Not less than 5 years prison, not more than 40 years. Fine up to \$2 million
Marijuana	1000 kg or more	Not less than 10 years prison, not more than life. Fine up to \$4 million
	100-999 kg	Not less than 5 years prison, not more than 40 years. Fine up to \$2 million
	50-99 kg	Up to 20 years imprisonment. Fine up to \$1 million
	50 kg or less	Up to 5 years imprisonment. Fine up to \$250,000
Methamphetamine	50 grams or more	Not less than 10 years prison, not more than life. Fine up to \$4 million
	10-49 grams	Not less than 5 years prison, not more than 40 years. Fine up to \$2 million
	10 grams or less	10-21 months prison. Fine up to \$1 million
PCP	100 grams or more	Not less than 10 years prison, not more than life. Fine up to \$4 million
	10-99 grams	Not less than 5 years prison, not more than 40 years. Fine up to \$2 million
	10 grams or less	10-21 months prison. Fine up to \$1 million
Rohypnol	1 gram or more	Up to 20 years imprisonment. Fine up to \$1 million
	less than 30 mgs	Up to 5 years imprisonment. Fine up to \$250,000

Federal Drug Possession Penalties (21 USC 844)

Persons convicted on Federal charges of possessing any controlled substance face penalties of up to 1 year in prison and a mandatory fine of no less than \$1,000 up to a maximum of \$100,000. Second convictions are punishable by not less than 15 days but not more than 2 years in prison and a minimum

fine of \$2,500. Subsequent convictions are punishable by not less than 90 days but not more than 3 years in prison and a minimum fine of \$5,000. Possession of drug paraphernalia is punishable by a minimum fine of \$750.

Special sentencing provisions for possession of crack cocaine impose a mandatory prison term of not less than 5 years but not more than 20 years and a fine up to \$250,000, or both if:

- A. It is a first conviction and the amount of crack possessed exceeds 5 grams;
- B. It is a second conviction and the amount of crack possessed exceeds 3 grams;
- C. It is a third or subsequent crack conviction and the amount exceeds 1 gram.

Civil penalties of up to \$10,000 may also be imposed for possession of small amounts of controlled substances, whether or not criminal prosecution is pursued.

Counseling and Treatment

Short term alcohol and other drug counseling is available on campus to students through **the Dominican University Wellness Center, 708-524-6629**. Students may be referred through the Counseling Center to other treatment programs for more intensive treatment. Through **Dominican's** Human Resources department, the **Lincoln Financial Group EAP** offers employees additional education and counseling, as well as appropriate referrals. Visit GuidanceResources.com.

Within **River Forest, IL**, the following substance abuse counseling agencies exist.

Thrive Counseling Center: www.ThriveCC.org Free screening for alcohol and drug abuse on Thursdays through Rosecrance (708) 383-7500

Rosecrance: <http://www.rosecrance.org/> Multi-site services focused on recovery. 40 locations in Chicago and Northern Illinois, Wisconsin and Iowa, Rosecrance offers comprehensive addiction services for adolescents and adults, including prevention, intervention, detoxification, inpatient and outpatient treatment, experiential therapies, dual-diagnosis care and family education. Rosecrance also offers high-quality, efficient and effective outpatient mental health services for children, adults and families through a variety of programs.

Alexian Brothers Dual Diagnosis Unit: <http://www.alexianbrothershealth.org/abbhh/center-addiction-medicine/treatment-approach> Alexian Brothers is another partner that focuses on the addiction continuum from prevention education and screening through recovery. They are specialists in dual diagnosis and process addictions (gambling, etc) They offer free evaluations.

Young people's 12 step AA/Alanon/Alateen <https://www.chicagoaa.org/find-a-meeting-search-return> These groups meet on campus and off campus. We post regularly the locations and times for these meetings.

Interested individuals are encouraged to contact each agency for additional information regarding specific services and costs.

Prevention and Education

Individual, group and community educational programs and interventions designed to prevent and reduce alcohol and other drug use/abuse are offered to the Dominican University Community.

University Wide mandatory Education - Campus Clarity

Think About It is an online training tool on the topics sexual assault, sexual harassment, bystander intervention and healthy relationships, which includes modules on alcohol and other drug education and prevention. Dominican University requires three different versions of the training for different student populations.

Think About It: Part 1 – for new undergraduate students

Think About It: Graduate Students – for new graduate students

Think About It: Part II – for continuing students (undergraduate and graduate)

COMPLETION RATES FOR CAMPUS CLARITY THINK ABOUT IT ONLINE TRAINING			
	Think About It: Part 1	Think About It: Graduate Students	Think About It: Part II
2014 - 2015	50%	30%	N/A
2015 - 2016	65%	59%	N/A
2016 - 2017	93%	79%	45%

Athletic Department Training

April 20, 2016 – Sarah Panzau – Alcohol / Drug Awareness the danger of Driving under the influence.

Residence Life Programming and RA Training

Wellness Center Programming

Lower Level Coughlin Hall. wellness@dom.edu 708-524-6229 AY2015-2016

Elizabeth Ritzman, LCPC, Director

Alcohol and Drug Prevention Screening and Intervention Packet:

The DU Wellness accepts referrals from all departments to help students with education, prevention, screening and treatment for additions of all types. Here are some of our tools and resources.

Tools:

MAST: <http://counsellingresource.com/quizzes/drug-testing/alcohol-mast/>

SASSI: <https://www.sassi.com/sassi-4-announcement/> Substance Abuse Subtle Screening Inventory is a psychological exam used to detect alcohol, drugs or Rx drug abuse, to distinguish between that and other psychological disorders and to evaluate severity.

Clinical Exam: CADC (Certified Drug and Alcohol Counselor) Psychologist administers these instruments as well as a thorough clinical interview. During that exam alcohol education and prevention messages are provided to students at all levels of severity and risk.

Treatment Protocols: The Wellness Center partners with many community partners in caring for students who need inpatient detox, Intensive Outpatient intervention, combination and other recovery and mental health services.

These partners include but are not limited to:

Thrive Counseling Center: www.ThriveCC.org Free screening for alcohol and drug abuse on Thursdays through Rosecrance (708) 383-7500

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HEALTH AND WELLNESS EDUCATION

Date	Topic	# Expected	Count-Students
8/18/2016	Stress of Being a college student	29	28
8/18/2016	Mental Health Overview	30	19
8/19/2016	Behind Closed Doors consult	30	30
8/25/2016	Wellness Ctr Overview/Referral	7	6
9/8/2016	Wellness Ctr Overview	18	18
9/9/2016	Stress Mgmt (and writing)	21	21
9/9/2016	Stress Mgmt (and writing)	20	17
10/11/2016	Procrastination	20	20
10/27/2016	Stress Management	20	
11/1/2016	Procrastination	20	19
11/8/2016	Stress Management (and sleep info)	15	
	Self-Compassion	15	15
10/15/2016	Root Beer Pong	?	
8/28/2016	Smoke Reach Campus Outreach		
8/27/2016	common College Freakouts		70
8/26/2016	parenting college students- spanish		20
8/26/2016	sexual Assault presentation	12	12
10/3/2016	interviewing students about mental health		7
10/3/2016	video and tabling		30
10/20/2016	RA presentation		170 views 20 tabling
10/25/2016	dance showcase OLA		40
10/27/2016	if you love me		25
11/1/2016	bresha Meadows tabling		15 tabling

11/5/2016	diversity dialogue Hispanic Heritage		6
11/4/2017	Erasing The Distance		4
11/10/2016	End of Semester- Stress Management event		75+
11/24/2016	Presentation to OLA		20
1/10/2016	Sexual Assault presentation at Resolution Conf		35
12/5/2016	End of Semester Holiday Blues		6
11/22/2016	Sexual Assault and Domestic violence	4	4
1/8/2016	Intro to Peer Ed	4	4
8/25/2016	Peer Ed Process and Planning	4	4
(2/13/16)	Love, Sex and Chocolate		
(TBD)	Sexual Assault		
(4/3/17)	Flash Mob Dance-TBNT		
4/4/2017)	Tabling TBNT		
4/6/2017)	Take Back the Night March		

ONLINE EDUCATIONAL NEWSLETTER

Dominican University Student Health 101
ADPE AY 16-17

Article	Responses	Links	
The new smoking scene: what does it mean for you?	106	http://dom.readsh101.com/new-smoking-scene/	Nov-15
Drinking? The science of the buzz and how you can control it	4	http://dom.readsh101.com/the-science-of-drinking/	Oct-16
Drinking? 7 ways to get what you want from it	2	http://dom.readsh101.com/drinking-7-ways-get-want/	Nov-16
The power of placebo: Is it the alcohol - or is it partly in your head?	115	http://dom.readsh101.com/power-of-placebo/	Apr-16
When is marijuana use a problem? (And why that's hard to answer)	70	http://dom.readsh101.com/marijuana-use/	Jan-17
Vaping: What we know so far - & what we don't	80	http://dom.readsh101.com/vaping/	Nov-16
The student guide to going out	103	http://dom.readsh101.com/guide-to-going-out/	Sep-16
Are you a social engineer? 4 ways to use your powers for good	157	http://dom.readsh101.com/social-engineer/	Oct-15
http://dom.readsh101.com/category/overcome-substance-use/			

Health Risks of Commonly Abused Substances

Substance	Nicknames/Slang Terms	Short Term Effects	Long Term Effects
Alcohol		slurred speech, drowsiness, headaches, impaired judgment, decreased perception and coordination, distorted vision and hearing , vomiting, breathing difficulties, unconsciousness, coma, blackouts,	toxic psychosis, physical dependence, neurological and liver damage, fetal alcohol syndrome, vitamin B1 deficiency, sexual problems, cancer, physical dependence
Amphetamines	uppers, speed, meth, crack, crystal, ice, pep pills	increased heart rate, increased blood pressure, dry mouth, loss of appetite, restlessness, irritability, anxiety	delusions, hallucinations, heart problems, hypertension, irritability, insomnia, toxic psychosis, physical dependence
Barbiturates and Tranquilizers	barbs, bluebirds, blues, yellow jackets, red devils, roofies, rohypnol, ruffies, tranqs, mickey, flying v's	slurred speech, muscle relaxation, dizziness, decreased motor control	severe withdrawal symptoms, possible convulsions, toxic psychosis, depression, physical dependence
Cocaine	coke, cracks, snow, powder, blow, rock	loss of appetite increased blood pressure and heart rate, contracted blood vessels, nausea, hyper-stimulation anxiety, paranoia, increased hostility Increased rate of breathing, muscle spasms and convulsions. dilated pupils disturbed sleep,	depression, weight loss, high blood pressure, seizure, heart attack, stroke, hypertension, hallucinations, psychosis, chronic cough, nasal passage injury, kidney, liver and lung damage
Gamma Hydroxy Butyrate	GHB, liquid B, liquid X, liquid ecstasy, G, georgia homeboy, grievous bodily harm	euphoria, decreased inhibitions, drowsiness, sleep, decreased body temperature, decreased heart rate, decreased blood pressure	memory loss, depression, severe withdrawal symptoms, physical dependence, psychological dependence

Heroin	H, junk, smack, horse, skag	euphoria, flushing of the skin, dry mouth, “heavy” arms and legs, slowed breathing, muscular weakness	constipation, loss of appetite, lethargy, weakening of the immune system, respiratory (breathing) illnesses, muscular weakness, partial paralysis, coma, physical dependence, psychological dependence
Ketamine	K, super K, special K	dream-like states, hallucinations, impaired attention and memory, delirium, impaired motor function, high blood pressure, depression	Urinary tract and bladder problems, abdominal pain, major convulsions, muscle rigidity , increased confusion, increased depression, physical dependence, psychological dependence
LSD	acid, stamps, dots, blotter, A-bombs	dilated pupils, change in body temperature, blood pressure and heart rate, sweating, chills, loss of appetite, decreased sleep, tremors, changes in visual acuity, mood changes	may intensify existing psychosis, panic reactions, can interfere with psychological adjustment and social functioning, insomnia, physical dependence, psychological dependence
MDMA	ecstasy, XTC, adam, X, rolls, pills	impaired judgment, confusion, confusion, blurred vision, teeth clenching, depression, anxiety, paranoia, sleep problems, muscle tension	same as LSD, sleeplessness, nausea, confusion, increased blood pressure, sweating , depression, anxiety, memory loss kidney failure, cardiovascular problems, convulsions death, physical dependence, psychological dependence
Marijuana/Cannabis	pot, grass, dope, weed, joint, bud, reefer, doobie, roach	sensory distortion, poor coordination of movement slowed reaction time, panic, anxiety	bronchitis, conjunctivas, lethargy, shortened attention span, suppressed immune system, personality changes, cancer, psychological dependence, physical dependence possible for some

Mescaline	peyote cactus	nausea, vomiting, anxiety, delirium, hallucinations, increased heart rate, blood pressure, and body temperature,	lasting physical and mental trauma, intensified existing psychosis, psychological dependence
Morphine/Opiates	M, morf, duramorph, Miss Emma, monkey, roxanol, white stuff	euphoria, increased body temperature, dry mouth, “heavy” feeling in arms and legs	constipation, loss of appetite collapsed veins, heart infections, liver disease, depressed respiration, pneumonia and other pulmonary complications, physical dependence, psychological dependence
PCP	crystal, tea, angel dust, embalming fluid, killer weed, rocket fuel, supergrass, wack, ozone	shallow breathing, flushing, profuse sweating, numbness in arms and legs, decreased muscular coordination, nausea, vomiting, blurred vision, delusions, paranoia, disordered thinking	memory loss, difficulties with speech and thinking, depression, weight loss, psychotic behavior, violent acts, psychosis, physical dependence, psychological dependence
Psilocybin	mushrooms, magic mushrooms, shrooms, caps, psilocybin & psilocyn	nausea, distorted perceptions, nervousness, paranoia,	confusion, memory loss, shortened attention span, flashbacks may intensify existing psychosis,
Steroids	roids, juice	increased lean muscle mass, increased strength, acne, oily skin, excess hair growth, high blood pressure	Cholesterol imbalance, anger management problems, masculinization or women, breast enlargement in men, premature fusion of long bones preventing attainment of normal height, atrophy of reproductive organs, impotence, reduced fertility, stroke, hypertension, congestive heart failure, liver damage, psychological dependence

ON-CAMPUS RESOURCES/INFORMATION

Dominican University Public Safety	708-524-6300, https://jicsweb1.dom.edu/ICS/Resources/Offices - Departments/Campus_Safety_and_Security
Dominican University Dean Of Students	708/524-6824, https://jicsweb1.dom.edu/ICS/Campus_Life/Dean_of_Students_Office/Dean_of_Students_Staff.jnz
Dominican University Disability Support Services	708-524-6822 https://jicsweb1.dom.edu/ICS/Campus_Life/Dean_of_Students_Office/Disability_Support_Services.jnz
River Forest Police Department	708-366-7125 https://www.policeone.com/police-departments/river-forest-police-dept-river-forest-il/
Dominican University Employee Assistance Program	https://www.lfg.com/public/individual

OFF-CAMPUS RESOURCES/INFORMATION – alphabetical order, make applicable to your campus

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Thrive Counseling Center Free screening for alcohol and drug abuse on Thursdays through Rosecrance	Phone 708-383-7500 www.ThriveCC.org
River Forest Police Department – Emergency	911

River Forest Police Department – Non - Emergency	708-366-7125 https://www.policeone.com/police-departments/river-forest-police-dept-river-forest-il/
County Sheriff’s Office – Emergency	911
County Sheriff’s Office – Non-Emergency	Main Phone Number (773) 674-CCSO http://www.cookcountysheriff.org/
State’s Attorney’s Office	(312) 603-1880 http://www.statesattorney.org/

In accordance with Americans with Disabilities Act of 1990, no individual shall be discriminated against on the basis of disability in the full and equal enjoyment of the goods, services, facilities, privileges, advantages, or accommodations of the University. Further, no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the University or be subjected to discrimination by the University.