

ANNUAL SECURITY REPORT

Kaskaskia College

2023

Annual Security Report

Information in this document is provided in compliance with the U.S. Federal Government's requirements of the Drug-Free School and Communities Act of 1989, the Drug-Free Work Place Act of 1989, the Jeanne Clery Disclosure of Campus Security Policy, Campus Crime Statistics Act and the Higher Education Amendments of 1992, and the amendment to the Critical Health Problems and Comprehensive Health Education Act, the Violence Against Women Reauthorization Act of 2013, and the Public Community College Act. The Clery Act requires higher education institutions receiving federal student aid to disclose campus crime statistics and security information.

The Annual Security Report consists of reported crimes committed on campus and affiliated locations for the previous three years and describes specific, policies, procedures and programs regarding safety and security. The Annual Security Report is updated each year and the findings reported to the Department of Higher Education.

The act is intended to provide students and families with accurate, complete, and timely information regarding safety on campus so that they can make informed decisions. The report can be located on the Kaskaskia College [Security Department Webpage](#)

Compilation of Information

The Department of Public Safety compiles campus crime statistics from official reports filed with the Kaskaskia College Department of Public Safety, Student Services, any College employee, and any local law enforcement agency that has jurisdiction in which Kaskaskia College provides a learning environment. Every attempt is made by the institution to collect information from local police agencies. These findings and policies and procedures are posted by October 1 of each year.

Distribution of Program Information

A postcard is mailed in the fall semester and an email is sent each semester to all students and employees stating that the updated information is available on the College website. Prospective students receive the information in a packet distributed by the [Office of Student Retention](#) and is located on the Student Admissions Form. The information is available on-line to the general public and prospective students and employees. Anyone requesting a hard copy should contact the Department of Public Safety at 618-545-3199 or at 27210 College Road Centralia, IL 62801.

Department of Public Safety

The Department of Public Safety is dedicated to providing a safe and secure learning environment for Kaskaskia College students, employees, and visitors. Kaskaskia College has a security Department and a sworn police department consisting of a full-time

sworn Director, full-time sworn police officers, and full and part-time security officers. The campus security course of action is to observe, respond to, and report violations of State, Federal, County, and Institutional laws as well as policies, regulations and ordinances. The main campus is also patrolled periodically by the Clinton County Sheriff Department and the Illinois State Police. The Department of Public Safety is available during regular campus operating hours and can be reached at 618-545-3199.

Training and Assistance Programs

The Department of Public Safety functions as a highly trained and service-oriented division of the College by continually improving and offering various assistance programs. Some of the many duties executed by the Department are listed below:

- Respond to health emergencies
- Officers are trained in CPR, basic first aid, and personal safety
- Offer battery jump starts and unlock vehicles; signature and ID required
- Provide safety lectures
- Complete routine safety inspections
- Provide personal assistance services
- Respond to and make emergency notifications
- Investigate criminal incidents on campus/contact proper authorities
- Manage campus parking
- Work jointly with area law enforcement agencies to ensure the safest environment possible for all Kaskaskia College staff and students

Facilities Security and Access

The College generally tries to maintain open access to its facilities, but it maintains and regularly exercises the right to restrict access to facilities. For example, access to some of the laboratories, computer labs, some service areas, maintenance and utility facilities is restricted for safety and operational reasons.

The College acts to maintain secure and safe facilities for use by its students, employees, and visitors through the work of Department of Public Safety, through its internal key/lock system, security alarm systems, and policies that control it, through the regular work of maintenance and building and grounds staff, through the assigned responsibilities of individuals by providing adequate interior and exterior lighting, and by development an awareness among members of the College community about safety and security matters and the need for timely reporting to the proper authorities of criminal or suspicious activities.

How to Report Crimes and Emergencies

All staff, faculty and students who witness a crime or criminal act are encouraged to contact area law enforcement, as well as campus security officials.

On-Campus. Individuals may report a crime or other emergency to the Department of Public Safety, the Welcome Center, any College employee, or a Campus Security Authority. A "campus security authority" as that term has been defined by the United States Department of Education. "Campus security authorities" include the College President, Vice President of Student Services, Dean of Arts and Sciences, Director of Public Safety, Director of Student Success and Retention, Director of Financial Aid, Student Engagement Specialist, Advisor/DSS Coordinator, and Veterans Services Coordinator.

Education Centers. Individuals may report a crime or other emergency to the building Director or any College employee.

Off-Campus. A crime or other emergency which occurs off-campus should be reported to the police department having legal jurisdiction for that area.

In the event that you observe a crime in progress, believe a crime may be in progress, or are the victim of a crime, call 911 immediately. If on campus, call the Department of Public Safety. Report suspicious persons or activities; all calls are confidential. When in doubt, report it, but do not attempt to apprehend or interfere with the criminal, except in cases of self-defense.

If safe to do so, take time to record a description of the suspect. Note height, weight, sex, color, approximate age, clothing, method and direction of travel, and person's name if known. If the suspect is entering a vehicle, note the license number, make and model, color, and outstanding characteristics.

Safety and Security Officers investigate incidents and crimes reported to the department. Incident reports are completed, filed, and distributed to College Administrators as well as the appropriate law enforcement agencies are contacted.

Camera Systems

Cameras are monitored by the Department of Public Safety and are located on the exterior of the buildings and interior hallways.

Emergency Phones/Code Blue Stations

Emergency phones/Code Blue stations dial directly to the College's monitoring company who contacts the Department of Public Safety and the Clinton County Sheriff's Department.

Locations:

- North crosswalk at the west parking area
- Crosswalk near the Gymnasium at the east parking area
- Upper level of the catwalk between the Library and Administration Building
- Wooden Bridge
- Fitness Trail by Agricultural Education Center
- In the east parking area
- Sports Complex
- Nursing Education Center
- Southeast section of the Fitness Trail
- All elevators are equipped with emergency telephones

Daily Crime Log (Media Log)

The Department of Public Safety maintains a Daily Crime Log (Media Log) that is available for viewing during normal business hours. The log consists of and provides a brief description of any incidents that may be filed during the course of the day. When special circumstances warrant, crime alerts will be announced and distributed unless the disclosure of such information would jeopardize the confidentiality of the victim, jeopardize an ongoing criminal investigation or the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence. The log contains the date, time, nature, general location of the crime, and the disposition if known. The Daily Crime Log (Media Log) is updated within 24 hours of notification or the next business day after a weekend, holiday, or any other day the College is closed. Logs are available for review at the Safety and Security desk located at the front entrance of the HB Building.

Timely Warning/Emergency Notification (KC Alerts)

All members of the College population are urged to notify the Department of Public Safety and call 911 to report any suspicious, threatening, or hazardous circumstances. The College has several campus-wide emergency notification systems in place in the event of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students or employees on campus.

A "timely warning" will be issued whenever a situation or incident that involves a serious or on-going threat to students or employees occurring on or off the campus.

Emergency notifications using KC Alerts will be issued upon confirmation of a significant emergency or dangerous situation occurring on campus that involves an immediate threat to health or safety of students or employees. Emergency

notifications will be issued without delay unless doing so would compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

Notifications are made by the Director of Public Safety or designated Safety and Security Officer/Information Technology.

The content of the warning or emergency notification will include information describing the situation and precautionary measures to take. As warranted, emergency notifications may be directed at only a portion or portions of the individuals at risk.

Methods of Communication

The following methods of communication are available in order to issue timely and accurate information.

- KC Alerts: To notify students and employees by email or text message
- 2-Way Radio Communication
- College Website/E-Mail/Social Media
- Telephone or Cellular Phone
- KCTV: Series of TV's on campus
- Fire Alarm System: Interior and exterior audio/visual devices and PA System

Emergency Response and Evacuation Procedures/Testing

The college conducts various drills, tabletop exercises, employee training/exercises, and a test of the emergency notification system throughout the year. Building floor plans outlining emergency procedures and escape/exit routes are posted in classrooms and throughout the campus. Evacuation procedures are included in the College Emergency Response Plan that is presented to all employees.

The Director of Public Safety is responsible for planning a campus Professional Growth and Development day each year. This day encompasses the entire campus community for safety and security presentations, community presenters, and drills/exercises, and training.

Additionally, walk throughs, and enhanced mapping of all campus property is conducted with area law enforcement and emergency agencies to ensure familiarity with the college infrastructure and the colleges emergency response plans.

Children's Learning Center

Parents or legal guardians of the Children's Learning Center students shall be advised of the contents of this policy and procedure and should follow the reporting requirements as described above.

When a case of suspected child abuse occurs, the appropriate College employee shall immediately notify the child's parent or legal guardian and the appropriate legal authorities as required by State or local law. In addition, appropriate paperwork, investigation, and follow-up with the child will be provided pursuant to applicable State and local law and administrative guidelines.

Any employee, student or volunteer involved in a reported incident of child abuse shall be immediately relieved of responsibilities that involve interaction with minors or shall be suspended, as appropriate. Reinstatement of employees, volunteers, or students involved in a reported incident of child abuse shall occur only after all allegations of child abuse have been cleared by the College and appropriate authorities.

Sex Offender Information

Information concerning registered sex offenders can be obtained from the Department of Public Safety web page under important links or at [State of Illinois Sex Offender Website](#).

In accordance with the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the College is providing a link to the Illinois State Police Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice of each institution of higher education in that state at which the person is employed, carries a vocation, or is a student.

In Illinois, convicted sex offenders must register in person in the jurisdiction of residence within 3 days of residency. If attending, employed or carrying on a vocation at an institution of higher education located in a jurisdiction other than their residence, they are also required to register in person with the jurisdiction where the institution of higher education is located. Sex offenders associated with the main campus would register with the Clinton County Sheriff Department and the Kaskaskia College Department of Public Safety; those associated with an Education Center, register at that particular site, local Police Department and with the Education Center Director/Safety and Security Officer. Each of these jurisdictions has an obligation to notify the Department of Public Safety of any sex offender registered with their jurisdiction and affiliated with any of the above locations.

Drug and Alcohol Abuse Prevention and Education Program for Students and Employees

Kaskaskia College is required to comply with various federal statutes including statutes regarding a Drug-Free Workplace and Environment. Such statutes include 30 ILCS 580 et. seq. because of those statutes, the Board of Trustees adopts the following policies.

It is a condition of employment and a condition of participation as a student, that you understand this policy and adhere to this policy. Failure to understand and to adhere to the policy may result in disciplinary actions against you.

It is the policy of Kaskaskia College to prohibit the unlawful manufacture, distribution, disposition, possession, or use of a controlled substance, including cannabis, in or on the premises owned or controlled by Kaskaskia College or at any time while engaging in any College-sponsored activities. It is further the policy of Kaskaskia College to prohibit the use or possession of alcohol while on Kaskaskia College property (whether owned or controlled) or at any time while engaged in any College-sponsored activities. The foregoing prohibitions against controlled substances or the use of alcohol are hereinafter referred to as "Prohibited Uses".

It is further a condition of employment with Kaskaskia College that every employee notifies Kaskaskia College Administrative Personnel of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction. The Kaskaskia College District hereby certifies that it will notify any federal contracting agency within ten (10) days of having received notice that an employee who is engaged in the performance of such contract has had any criminal drug statute conviction for a violation occurring in the workplace.

Violation of this Policy by either a student or employee may lead to termination of employment or the termination of student participation. Further, the Kaskaskia College District certifies that within 30 calendar days of receiving notice of an employee's drug statute conviction, the College will take one of the following actions:

- a. Appropriate personnel action against such an employee, up to and including termination or
- b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purpose by a federal, state or local health, law enforcement or other appropriate agency.

Voluntary Rehabilitation

The College recognizes that it is part of the American landscape that people have problems relating to the abuse of drugs or alcohol. The College encourages students and employees to voluntarily seek help in the event the student or employee is concerned with the use of drugs or alcohol. The seeking of rehabilitation does not, in all cases, automatically excuse ongoing disciplinary actions or violation of rules that have previously occurred, but may be used as a mitigating circumstance in any disciplinary proceedings.

Counseling and Treatment Programs

Awareness activities are held and educational materials are provided to students and

employees. Kaskaskia College health, first aid, psychology, and other classes include instruction on the prevention and assistance for drug and alcohol abuse. Students and employees who need assistance for drug abuse will be referred to the Community Resource Center or Hospital Programs for treatment. Contact may be made with the Vice President of Student Services, or the Director of Public Safety who will make expedient referrals.

Distribution of Program Information

Program information is made available to students and employees throughout theyear by providing informational brochures and awareness activities.

Description of Health Risks Associated with use of Illicit Drugs and or Abuse of Alcohol

There are severe health risks involved or associated with the use of illicit drugs and the abuse of alcohol, and the College has reference materials available to any person who is concerned about his/her use of illicit drugs or alcohol or involving the conduct of any other person.

Drug-Free Campus

Kaskaskia College works to maintain a drug-free workplace for all College employees and students. An educational program exists in order to make every effort to ensure that all College individuals are aware of issue regarding alcohol and drug use/abuse in the workplace including: (1) the dangers, (2) the policy of the College regarding a drug- free workplace, (3) the availability of alcohol and drug counseling and rehabilitation programs, and (4) the penalties that may be imposed for alcohol and drug abuse violations. Publications are available regarding a drug-free campus as well as information about the dangers of alcohol and drug use/abuse, availability of assistance programs, alcohol and drug abuse counseling and rehabilitation and penalties for violating the stated policies.

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in and on Kaskaskia College-owned or controlled property. Any Kaskaskia College student determined to have violated this policy may be subject to disciplinary action up to and including removal.

The use of alcohol by students on Kaskaskia College-owned or controlled grounds, including classes, meal periods, and activities is absolutely prohibited. No student will report to the College under the influence of alcohol or illegal drugs. Violation of these rules by a student will be reason for mandatory evaluation/treatment for a substance use disorder or for disciplinary action up to and including removal. Contact the appropriate Vice President for information.

Crime Statistics and Terms

On-Campus - any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and

used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is used by students, and supports institutional purposes (such as a food or other retail vendor).

Non-campus Building or Property - any building or property owned or controlled by a student organization recognized by the institution; and any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution's educational purposes, is used by students, and is not within the same reasonably contiguous geographic area of the institution.

On Public Property - all public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to the institution's educational purposes.

Clery Crimes - Definitions

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

Criminal Homicide-Negligence Manslaughter - the killing of another person through gross negligence.

Criminal Homicide-Murder and Non-negligent Homicide - the willful (non-negligent) killing of one human being by another.

Robbery - The taking or attempt to take anything of value from the care, custody, or control of a person or persons by force or threat or 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.)

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; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Drug Abuse 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 nonnarcotic 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. (Drunkness and driving under the influence are not included in this definition.)

Sex Offenses Definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program

Sex Offenses-Forcible Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

- a. **Forcible Rape** - The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
- b. **Forcible Sodomy** - Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the persons will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- c. **Sexual Assault with An Object** - The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because

of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

- d. **Forcible Fondling** - The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses-Non-forcible Unlawful, non-forcible sexual intercourse.

- a. **Incest**-Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- b. **Statutory Rape**-Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Domestic Violence – means a felony or misdemeanor crimes of violence committed by

- A current or former spouse of the victim,
- A person with whom the victim shares a child in common,
- A person cohabitating with or has cohabitated with the victim as a spouse or intimate partner
- A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies (under VAWA) or,
- Any person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Dating Violence - means violence committed by a person

- Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- Where the existence of such a relationship will be determined based on a consideration of the
- following factors:
 - The length of the relationship.
 - The type of relationship.
 - The frequency of interaction between the persons involved in the relationship.

Stalking - means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for his or her safety or the safety of others; or
- Suffer substantial emotional distress.

Hate Crime – crimes involving bodily injury to any person in which the victim is intentionally selected because of the actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability of the victim.

The following crimes have been added to the list of crimes that are to be reported in the hate crime statistics:

Larceny/Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Note: Constructive possession is defined by Black's Law Dictionary, 6th ed. as "where one does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.")

- **Pocket-picking** - The theft of articles from another person's physical possession by stealth where the victim usually does not become immediately aware of the theft
- **Purse-snatching** - The grabbing or snatching of a purse, handbag, etc., from the physical possession of another person.
- **Shoplifting** - The theft, by someone other than an employee of the victim, of goods or merchandise exposed for sale.
- **Theft from Building** - a theft from within a building which is either open to the general public or where the offender has legal access.
- **Theft from Coin Operated Machine or Device** - A theft from a machine or device which is operated or activated by the use of coins.
- **Theft from Motor Vehicle** (Except "Theft of Motor Vehicle Parts or Accessories") - The theft of articles from a motor vehicle, whether locked or unlocked.
- **Theft of Motor Vehicle Parts or Accessories** - The theft of any part or accessory affixed to the interior or exterior of a motor vehicle in a manner which would make the item an attachment of the vehicle, or necessary for its operation.
- **All Other Larceny** - All thefts which do not fit any of the definitions of the specific subcategories of larceny/theft listed above.

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.

Annual Fire Safety Report

The College does not have on-campus housing; therefore, an annual fire safety report is not required of the institution. However, the college does test the campus fire alarm system on a monthly basis.

Missing Student Notification

The College does not have on-campus housing; therefore, a missing student notification is not required by the institution. However, if a student is reported missing, we make every effort to make contact with the student. We highly recommend that the individual making the report contact their local authorities.

Table 1- CRIME STATISTICS: MAIN CAMPUS, 27210 COLLEGE RD., CENTRALIA IL

MAIN CAMPUS OFFENSES	2021	2022	2023
Murder/Non-negligent Homicide	0(0)	0(0)	0(0)
Negligent Homicide	0(0)	0(0)	0(0)
Forcible Sex Offenses	0(0)	0(0)	0(0)
Non-Forcible Sex Offenses	0(0)	0(0)	0(0)
Robbery	0(0)	0(0)	0(0)
Aggravated Assault	0(0)	0(0)	0(0)
Burglary	0(0)	0(0)	0(0)
Motor Vehicle Theft	0(0)	0(0)	0(0)
Arson	0(0)	0(0)	0(0)
Hate Crimes	0(0)	0(0)	0(0)
Drug Offenses	0(0)	0(0)	0(0)
Alcohol Offenses	0(0)	0(0)	0(0)
Weapons Offenses	0(0)	0(0)	0(0)
Totals/Indicates Arrest/Disciplinary Action	0(0)	0(0)	0(0)

Figure 1 - First Number is the total reported offenses, (0) # of arrests (A) disciplinary action (D) none (0)

Table 2 - CRIME STATISTICS: MAIN CAMPUS, 27210 COLLEGE RD., CENTRALIA IL

NON-CAMPUS OFFENSES	2021	2022	2023
Murder/Non-negligent Homicide	0(0)	0(0)	0(0)
Negligent Homicide	0(0)	0(0)	0(0)
Forcible Sex Offenses	(0)0	0(0)	0(0)
Non-Forcible Sex Offenses	0(0)	0(0)	0(0)
Robbery	0(0)	0(0)	0(0)
Aggravated Assault	0(0)	0(0)	0(0)
Burglary	0(0)	0(0)	0(0)
Motor Vehicle Theft	0(0)	0(0)	0(0)
Arson	0(0)	0(0)	0(0)
Hate Crimes	0(0)	0(0)	0(0)
Drug Offenses	0(0)	0(0)	0(0)
Alcohol Offenses	0(0)	0(0)	0(0)
Weapons Offenses	0(0)	0(0)	0(0)
Totals/Indicates Arrest/Disciplinary Action	0(0)	0(0)	0(0)

Figure 2 - First Number is the total reported offenses, (0) # of arrests (A) disciplinary action (D) none (0)

Table 3- CRIME STATISTICS: MAIN CAMPUS, 27210 COLLEGE RD., CENTRALIA IL

PUBLIC PROPERTY OFFENSES	2021	2022	2023
Murder/Non-negligent Homicide	0(0)	0(0)	0(0)
Negligent Homicide	0(0)	0(0)	0(0)
Forcible Sex Offenses	0(0)	0(0)	0(0)
Non-Forcible Sex Offenses	0(0)	0(0)	0(0)
Robbery	0(0)	0(0)	0(0)
Aggravated Assault	0(0)	0(0)	0(0)
Burglary	0(0)	0(0)	0(0)
Motor Vehicle Theft	0(0)	0(0)	0(0)
Arson	0(0)	0(0)	0(0)
Hate Crimes	0(0)	0(0)	0(0)
Drug Offenses	0(0)	0(0)	0(0)
Alcohol Offenses	0(0)	0(0)	0(0)
Weapons Offenses	0(0)	0(0)	0(0)
Totals/Indicates Arrest/Disciplinary Action	0(0)	0(0)	0(0)

Figure 3 - First Number is the total reported offenses, (0) # of arrests (A) disciplinary action (D) none (0)

Table 4 - CRIME STATISTICS: VANDALIA EDUCATION CENTER, 2310 WEST FILLMORE, VANDALIA IL

NON-CAMPUS PROPERTY OFFENSES	2021	2022	2023
Murder/Non-negligent Homicide	0(0)	0(0)	0(0)
Negligent Homicide	0(0)	0(0)	0(0)
Forcible Sex Offenses	0(0)	0(0)	0(0)
Non-Forcible Sex Offenses	0(0)	0(0)	0(0)
Robbery	0(0)	0(0)	0(0)
Aggravated Assault	0(0)	0(0)	0(0)
Burglary	0(0)	0(0)	0(0)
Motor Vehicle Theft	0(0)	0(0)	0(0)
Arson	0(0)	0(0)	0(0)
Hate Crimes	0(0)	0(0)	0(0)
Drug Offenses	0(0)	0(0)	0(0)
Alcohol Offenses	0(0)	0(0)	0(0)
Weapons Offenses	0(0)	0(0)	0(0)
Totals/Indicates Arrest/Disciplinary Action	0(0)	0(0)	0(0)

Figure 4- First number is the total reported offenses, (0) # of arrests (A) disciplinary action (D) none (0)

Table 5 - CRIME STATISTICS: SALEM EDUCATION CENTER, 1475 WEST WHITTAKER, SALEM IL

NON-CAMPUS PROPERTY OFFENSES	2021	2022	2023
Murder/Non-negligent Homicide	0(0)	0(0)	0(0)
Negligent Homicide	0(0)	0(0)	0(0)
Forcible Sex Offenses	0(0)	0(0)	0(0)
Non-Forcible Sex Offenses	0(0)	0(0)	0(0)
Robbery	0(0)	0(0)	0(0)
Aggravated Assault	0(0)	0(0)	0(0)
Burglary	0(0)	0(0)	0(0)
Motor Vehicle Theft	0(0)	0(0)	0(0)
Arson	0(0)	0(0)	0(0)
Hate Crimes	0(0)	0(0)	0(0)
Drug Offenses	0(0)	0(0)	0(0)
Alcohol Offenses	0(0)	0(0)	0(0)
Weapons Offenses	0(0)	0(0)	0(0)
Totals/Indicates Arrest/Disciplinary Action	0(0)	0(0)	0(0)

Figure 5- First number is the total reported offenses, (0) # of arrests (A) disciplinary action (D) none (0)

Table 6 - CRIMINAL STATISTICS: GREENVILLE EDUCATION CENTER, 209 N. 3RD ST., GREENVILLE IL

NON-CAMPUS PROPERTY OFFENSES	2021	2022	2023
Murder/Non-negligent Homicide	0(0)	0(0)	0(0)
Negligent Homicide	0(0)	0(0)	0(0)
Forcible Sex Offenses	0(0)	0(0)	0(0)
Non-Forcible Sex Offenses	0(0)	0(0)	0(0)
Robbery	0(0)	0(0)	0(0)
Aggravated Assault	0(0)	0(0)	0(0)
Burglary	0(0)	0(0)	0(0)
Motor Vehicle Theft	0(0)	0(0)	0(0)
Arson	0(0)	0(0)	0(0)
Hate Crimes	0(0)	0(0)	0(0)
Drug Offenses	0(0)	0(0)	0(0)
Alcohol Offenses	0(0)	0(0)	0(0)
Weapons Offenses	0(0)	0(0)	0(0)
Totals/Indicates Arrest/Disciplinary Action	0(0)	0(0)	0(0)

Figure 6- First number is the total reported offenses, (0) # of arrests (A) disciplinary action (D) none (0)

Table 7 - CRIME STATISTICS: NASHVILLE EDUCATION CENTER, 17869 EXCHANGE AVE., NASHVILLE IL

NON-CAMPUS PROPERTY OFFENSES	2021	2022	2023
Murder/Non-negligent Homicide	0(0)	0(0)	0(0)
Negligent Homicide	0(0)	0(0)	0(0)
Forcible Sex Offenses	0(0)	0(0)	0(0)
Non-Forcible Sex Offenses	0(0)	0(0)	0(0)
Robbery	0(0)	0(0)	0(0)
Aggravated Assault	0(0)	0(0)	0(0)
Burglary	0(0)	0(0)	0(0)
Motor Vehicle Theft	0(0)	0(0)	0(0)
Arson	0(0)	0(0)	0(0)
Hate Crimes	0(0)	0(0)	0(0)
Drug Offenses	0(0)	0(0)	0(0)
Alcohol Offenses	0(0)	0(0)	0(0)
Weapons Offenses	0(0)	0(0)	0(0)
Totals/Indicates Arrest/Disciplinary Action	0(0)	0(0)	0(0)

Figure 7 - First number is the total reported offenses, (0) # of arrests (A) disciplinary action (D) none (0)

Table 8 - CRIME STATISTICS: TRENTON EDUCATION CENTER, 520 EAST BROADWAY, TRENTON IL

NON-CAMPUS PROPERTY OFFENSES	2021	2022	2023
Murder/Non-negligent Homicide	0(0)	0(0)	0(0)
Negligent Homicide	0(0)	0(0)	0(0)
Forcible Sex Offenses	0(0)	0(0)	0(0)
Non-Forcible Sex Offenses	0(0)	0(0)	0(0)
Robbery	0(0)	0(0)	0(0)
Aggravated Assault	0(0)	0(0)	0(0)
Burglary	0(0)	0(0)	0(0)
Motor Vehicle Theft	0(0)	0(0)	0(0)
Arson	0(0)	0(0)	0(0)
Hate Crimes	0(0)	0(0)	0(0)
Drug Offenses	0(0)	0(0)	0(0)
Alcohol Offenses	0(0)	0(0)	0(0)
Weapons Offenses	0(0)	0(0)	0(0)
Totals/Indicates Arrest/Disciplinary Action	0(0)	0(0)	0(0)

Figure 8- First number is the total reported offenses, (0) # of arrests (A) disciplinary action (D) none (0)

Table 9- CRIME STATISTICS: CRISP TECHNOLOGY CENTER, 2005 E. MCCORD, CENTRALIA IL

NON-CAMPUS PROPERTY OFFENSES	2021	2022	2023
Murder/Non-negligent Homicide	0(0)	0(0)	0(0)
Negligent Homicide	0(0)	0(0)	0(0)
Forcible Sex Offenses	0(0)	0(0)	0(0)
Non-Forcible Sex Offenses	0(0)	0(0)	0(0)
Robbery	0(0)	0(0)	0(0)
Aggravated Assault	0(0)	0(0)	0(0)
Burglary	1(0)	0(0)	0(0)
Motor Vehicle Theft	0(0)	0(0)	0(0)
Arson	0(0)	0(0)	0(0)
Hate Crimes	0(0)	0(0)	0(0)
Drug Offenses	0(0)	0(0)	0(0)
Alcohol Offenses	0(0)	0(0)	0(0)
Weapons Offenses	0(0)	0(0)	0(0)
Totals/Indicates Arrest/Disciplinary Action	0(0)	0(0)	0(0)

Figure 9- First number is the total reported offenses, (0) # of arrests (A) disciplinary action (D) none (0)

Table 10- DOMESTIC VIOLENCE/DATING VIOLENCE/STALKING STATISTICS

	2021	2022	2023
OFFENSE	ON CAMPUS PROPERTY	ON CAMPUS PROPERTY	ON CAMPUS PROPERTY
Domestic Violence	0(0)	0(0)	0(0)
Dating Violence	0(0)	0(0)	0(0)
Stalking	0(0)	0(0)	0(0)
OFFENSE	NON-CAMPUS PROPERTY	NON-CAMPUS PROPERTY	NON-CAMPUS PROPERTY
Domestic Violence	0(0)	0(0)	0(0)
Dating Violence	0(0)	0(0)	0(0)
Stalking	0(0)	0(0)	0(0)
OFFENSE	PUBLIC PROPERTY	PUBLIC PROPERTY	PUBLIC PROPERTY
Domestic Violence	0(0)	0(0)	0(0)
Dating Violence	0(0)	0(0)	0(0)
Stalking	0(0)	0(0)	0(0)

Figure 10- First number is the total reported offenses, (0) # of arrests (A) disciplinary action (D) none (0)

Student Wellness Intervention and Facilitation Team (SWIFT)

Kaskaskia College, by and through its Student Services division, is committed to provision of timely support and facilitation of referral for students, faculty and staff in addressing student behavioral issues and promoting student safety and academic success. To accomplish these goals, a Student Wellness Intervention and Facilitation Team (SWIFT) will be formed to serve as a reporting resource for the College community and to formalize procedures for sharing information among faculty and staff. The goal of the team is to provide threat assessment, early identification of needs, and assistance to persons on campus and facilitation of referrals. The existence of the Team in no way guarantees that incidents will be prevented. The Team is not a crisis response entity and should an incident occur, the Kaskaskia College emergency plan would become operational.

The development of the SWIFT Team is intended to be a proactive approach in addressing the needs outlined above, but such Team will not be able to address all situations or deal effectively with all situations. Kaskaskia College assumes no liability for any identified or unidentified crisis situations that occur either with or without involvement of the SWIFT Team.

Membership

The designated Student Wellness Intervention and Facilitation Team is comprised of College administrators and staff members who meet at least every other month to discuss behavioral incidents and concerns occurring on campus and discuss, plan and implement intervention strategies. The team will be called together as needed, outside of the regular schedule to discuss students demonstrating behavioral concerns.

Membership on the team will include the Vice President of Student Services, Dean of Arts and Sciences, Director of Public Safety, Director of Student Success and Retention, Director of Financial Aid, Student Engagement Specialist, Advisor/DSS Coordinator, Veterans Services Coordinator and faculty members with an expressed interest and/or expertise.

Members come to the Team with experience in managing student services and safety aspects of the campus experience, and may, therefore, spot trends and set up early intervention as they evaluate behaviors from a variety of campus perspectives.

The primary purpose of the team is to provide an early intervention resource for Kaskaskia College faculty, staff and students to consult on student behaviors identified as distressing, disruptive or threatening.

Behaviors which may require attention by SWIFT include –

1. Suicidal ideation, attempt or self-injurious behavior.
2. Behavior that is not understood but is concerning or disturbing to others such as talking incessantly to oneself or to an imaginary person.
3. Erratic behavior, including online activities that can disrupt the mission and/or normal proceedings of college students, faculty, staff, and others. This would include violence or the threat of violence.
4. Threatening behavior to others in the college community.
5. Actions resulting in transportation to the hospital for alcohol or drug use/abuse or mental health crises.

The above list is illustrative only and not meant to be an exhaustive list of all behaviors.

Specific examples to be brought to the attention of SWIFT include -

1. A student submits an assignment about committing suicide.
2. Two students make a class video about placing bombs on campus.
3. Someone receives an email stating, "I'm going to kill everyone in the Math Department."
4. A student's social media postings indicate the desire to harm self or others.
5. A student corresponds with a faculty member using language that indicates disordered thinking.
6. A student communicates suicidal/homicidal intent.
7. A student displays other odd or threatening behaviors.
8. A student presents with injuries or outwards physical signs of abuse.

The above list is illustrative only and not meant to be an exhaustive list of examples. A threat assessment tool is located at the end of this document.

Detailed information on recognizing distressed students will be included on the College's website and located on the Department of Public Safety webpage and the Student Success Center webpage.

Team Responsibilities-

- Receive and gather information about behavior which appears to be dangerous or threatening to the student or others.
- Facilitate interventions by suggesting referrals to appropriate offices or mandate off-campus mental health assessments, if necessary. SWIFT is not a crisis response team but acts in a proactive manner to assist at-risk students to address potentially dangerous situations on campus.
- Make recommendations to College officials on appropriate actions consistent with

College policies and procedures.

- Coordinate the College response to potentially harmful/disruptive situations.
- Develop and disseminate information to students, faculty and staff, regarding identification and prevention of disruptive behavior.

Reporting Procedures

When a non-emergency report is submitted, either by phone, hard copy or electronically, the following process is to be followed:

1. Reporter enters a secure site, which is under the supervision of the Vice President of Student Services, the Director of Public Safety and the Administrative Assistant to the Vice President of Student Services.
2. The report is reviewed and the Student Wellness Intervention Team (SWIFT) is convened if a full inquiry is required.
 - a. The situation is discussed
 - b. Individuals may be contacted to gather additional information
 - c. An investigation is conducted and information is gathered from faculty, staff, coaches, and advisors to see if the student needs to be interviewed.
3. When appropriate, the student is interviewed to determine a plan of action, provide internal resources or refer for evaluation.
4. For persons involved in off-campus programming and/or courses at KC Education Centers, referrals will be made to identify sources in each community. *Information about a variety of behavioral and mental health issues and resources is available at Kaskaskia.edu.*
5. Possible Resolutions or Outcomes:
 - a. No action taken – case closed
 - b. Student remains under continued observation
 - c. Action plan for assistance is developed
 - d. Referral to appropriate community resources
 - e. Referral for Code of Conduct violation
 - f. Recommendation of parental, guardian or preferred support system notification
 - g. Recommendation for medical leave of absence
 - h. Recommendation of involuntary leave of absence
 - i. Recommendation of interim suspension
 - j. Recommendation of permanent suspension
 - k. Other action as deemed necessary by SWIFT

The SWIFT procedural flow chart is located at the end of this document.

Confidentiality

Kaskaskia College recognizes the importance of maintaining confidentiality and conforms to the rules of FERPA. When a student presents as a risk to self or others; however, there is an obligation to report which overrides that student's right to confidentiality. All campus personnel are bound by FERPA, but this does not restrict information that may affect the safety of Campus.

If the student referred to the Student Wellness Intervention and Facilitation Team is already receiving care from an outside mental health provider, information about that student's relationship may not be obtained by the team from those agencies without written authorization from the student in question, in accordance with Federal and State law.

Meeting minutes, reports and additional information gathered in the course of an investigation will be housed securely with the Vice President of Student Services.

Referral Process:

For an immediate threat:

Any campus employee or student who feels there is an immediate threat is to call Department of Public Safety at #3199 or call 911. Use 9-911 from a campus telephone.

To report a non-crisis situation:

Contact the Vice President of Student Services at 545-3033. You may still be asked to fill out the report form at a later time for documentation. If the Vice President of Student Services is not available, another member of the team may be contacted instead.

A risk level and intervention tool information and is located at the end of this document.

Advantages to filing a report:

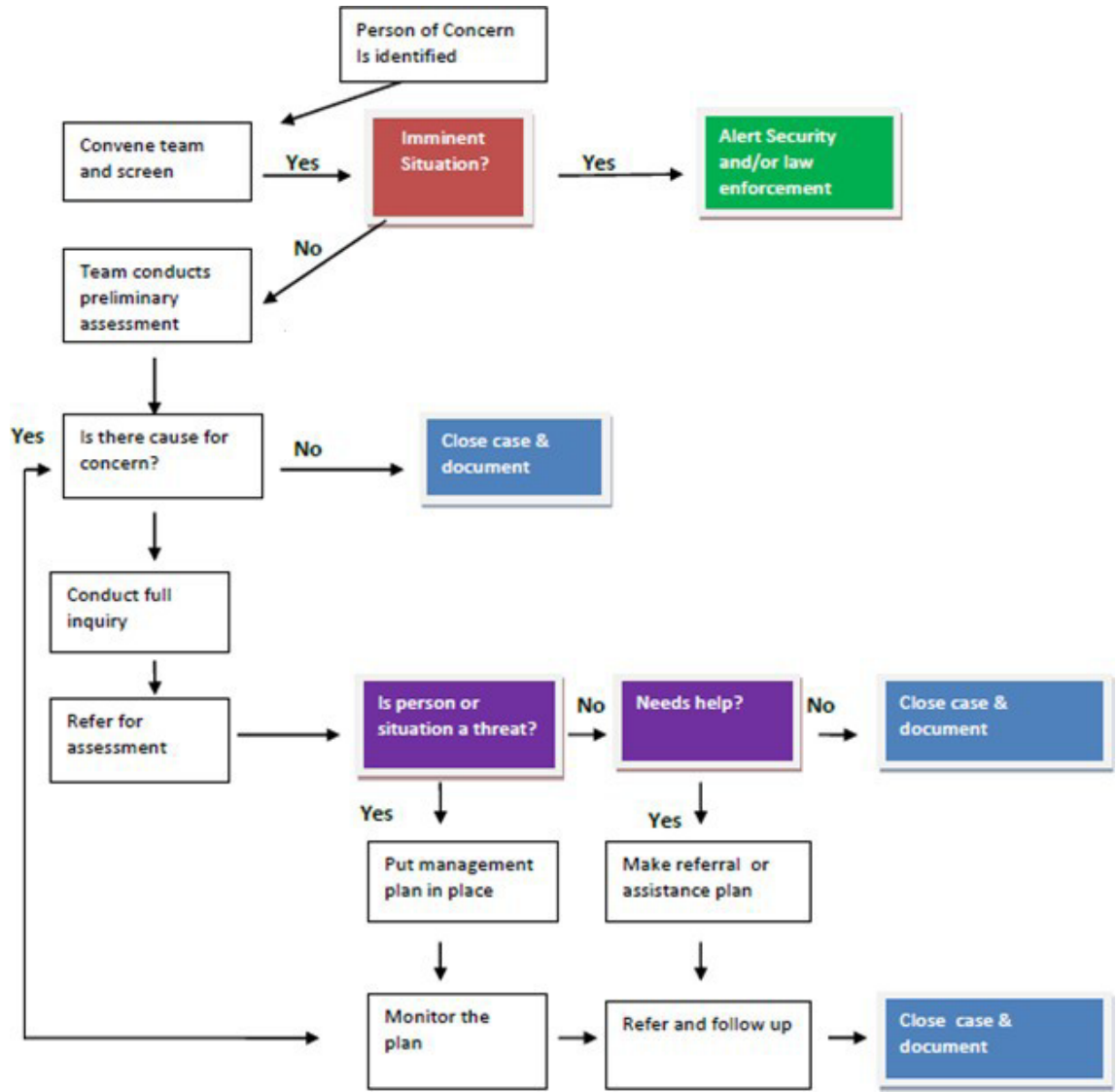
- Behaviors that are inappropriate or unusual can be identified
- Behaviors will be tracked to see if the behaviors/concerns are recurring
- A determination can be made as to whether the situation warrants immediate action or a behavioral intervention team
- Immediate threats can receive immediate action.

What happens to the student in the Student Wellness Intervention and Facilitation Team process?

The SWIFT process provides students with confidential, respectful proactive support while offering resources and balancing the educational needs of students with the

mission of Kaskaskia College.

Campus-wide support of the process is essential because staff and faculty are on the “front lines” with the student, often on a daily basis. Together we can help ensure a safe and supportive learning environment.



Student Wellness Intervention and Facilitation Team Flow Chart

The Flow Chart was taken from Barton Community College Student Wellness Intervention Team conceptualization which was adapted from The Handbook for Campus Threat Assessment and Management Teams by Gene Deisinger, Ph.D., Marisa Randazzo, Ph.D., Daniel O’Neill and Jenna Savage, Copyright 2008.

Crime Prevention

The Department of Public Safety is dedicated to providing a safe and secure atmosphere for the College community. Services are provided in order to contribute to the personal safety and property security of the campus.

Safety Tips

- DO report all crimes and/or suspicious activities to the Department of Public Safety.
- DO lock your vehicle and keep personal items out of sight.
- DO call Safety and Security when you would like a personal escort to or from your class or vehicle.
- DO NOT leave your personal items unattended. Know your surroundings/walk with a group.

What is VAWA? Under the Violence Against Women Act ("VAWA"), colleges and universities are required to: (1) report dating violence, domestic violence, sexual assault, stalking, beyond Crime categories the Clery Act already mandates; (2) adopt certain student discipline procedures, such as for notifying purported victims of their rights; and (3) adopt certain institutional policies to address and prevent campus sexual violence, such as to train in particular respects pertinent institutional personnel.

Kaskaskia College encourages victims of sexual assault/abuse, and their parents or guardians, in the case of minors, to report such claims, if they chose or able to do so, to the Department of Public Safety.

Procedures for survivors of dating violence, domestic violence, sexual assault, or stalking.

If you have been sexually assaulted:

- Avoid changing your clothes, taking a shower or bath, brushing your teeth, eating, drinking, until after a physical examination is completed.
- Report any known or suspected incidents of assault/abuse to:
 - Vice President of Student Services, Amy Zanton at 618-545-3033 or azanton@kaskaskia.edu
 - Title IX Coordinator, Amy Zanton at 618 545-3033 or azanton@kaskaskia.edu
 - Director of Public Safety, Shawn Richards at 618-545-3198 or srichards@kaskaskia.edu

Notifying Law Enforcement

Victims have the right to contact law enforcement, and the College will assist with this

process if the victim chooses to do so.

Availability of Services

Counseling Services - Victims of sexual offenses can seek assistance through the Department of Public Safety at, telephone extension 3196/3198/3199 where the individual will be directed to various agencies that deal with victim assistance.

Assistance is also available at the Community Resource Center in Centralia, telephone 618-533-1391, SWAN (Shelter, Protect, Advocate, Assist), telephone 888-715-6260, SAFE (Sexual Assault and Family Emergencies), telephone 618-533-0475, and the Child Abuse Hotline 1-800-252-2873.

Procedures for Survivor's/Victim's Rights

Victims can obtain an order of protection, "no contact" order, restraining order, or similar lawful orders issued by a criminal, civil, or tribal court, or by the institution. The Department of Public Safety can provide information for local law enforcement departments within the institution's district.

Policies, Programs, and Procedures Dealing with Sex Offenses Definition

Sex offenses, forcible or non-forcible, as defined under the FBI Uniform Crime Reports amended by the Hate Crime Statistics Act: "Any sexual act directed against another person, forcible and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent," and include forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling. Non-forcible sex offenses are defined as "Unlawful, non-forcible sexual intercourse," and include incest and statutory rape.

See more information on the [Kaskaskia College Website](#)

Kaskaskia College does not tolerate and seeks to eradicate any behavior by its employees, volunteers, or students, which constitutes sexual abuse of another employee, volunteer, or student. "Sexual Abuse" means any actual, attempted or alleged criminal sexual conduct towards a person or by another person, or persons acting in concert, which causes physical and/or mental illness. "Sexual abuse" includes: sexual molestation, assault, sexual exploitation, or sexual injury. "Sexual abuse" does not include "sexual harassment".

General Policy Statement

Kaskaskia College asserts the dignity and worth of every human being and the value of diversity as a source of its strength, including diversity of race, gender, sexual orientation, gender expression, ethnicity, national origin, culture, age, religion, disability and different perspectives of students, faculty, staff and administrators. Kaskaskia College is committed to providing a learning and working environment that is free from discrimination and harassment based on the above factors and one that promotes civility and mutual respect.

Pursuant to the above philosophy, Title IX of the Education Amendments of 1972, The Violence Against Women Act, and the Illinois Preventing Sexual Violence in Higher Education Act, Kaskaskia College strictly prohibits discrimination, harassment and other forms of sexual and gender-based misconduct. This policy focuses on the prohibition of the above committed against students in all aspects of College operations, programs, and activities, including, but not limited to: unfair treatment based on sex, sexual harassment, sexual assault, sexual misconduct, and sexual violence against other students, employees, or other third parties that may be affiliated with Kaskaskia College. This policy and accompanying procedures are designed to address issues directed at students. Employees who feel that they have been discriminated against or harassed based on sex or other protected factors should refer to the College's Non-Harassment policy and procedures.

To ensure compliance with applicable statutes and College policies and procedures, Kaskaskia College has appointed the following Title IX Coordinators:

Director of Human Resources
Office #212, Administration Building
27210 College Road
Centralia, IL 62801
618-545-3018

Vice President of Student Services
Office # 205, AD Building
27210 College Road
Centralia, IL 62801
618-545-3033

Kaskaskia College students who have experienced behavior they believe violates this policy should report the conduct immediately to one or both of the above coordinators and seek all available assistance and remedies. Such matters may also be reported to the Kaskaskia College Department of Public Safety, as follows:

Department of Public Safety
Located at front of HB Building
27210 College Road
Centralia, IL 62801
618-545-3199

The Title IX Coordinators named above will work with the complainant to address the reported behavior, to ensure the complainant pursues the appropriate procedures for addressing the matter, to ensure a complete and thorough investigation is conducted and a resolution is completed, and to ensure that the complainant feels safe throughout the process.

Immediate Actions to be Taken

In emergency situations, please call 911. Victims may call the SAFE Hotline at 1-800-625-1414 for assistance. Victims do not need to go through the situation alone – a friend, relative or crisis center representative can accompany and support individuals who have experienced sexual or gender-based conduct. If an individual feels he/she has been the victim of any sex related offenses, after making a report to the offices above, and/or law enforcement, he/she should seek medical attention at a local hospital. Prior to receiving a medical examination, he/she should do everything possible to preserve evidence by making sure that the scene of the incident is not disturbed. This will help in ensuring that any criminal charges that are filed can be supported, although the decision to file criminal charges does not have to be made at the time the incident occurs. Victims should not bathe, urinate, douche, brush his/her teeth, or drink liquids until evidence can be secured. Clothes should not be changed, but if they are, the victim should bring all the original clothing to the hospital or law enforcement agency in a clean unused paper (not plastic) bag.

Local hospitals near Kaskaskia College include:

Fayette County Hospital
650 W. Taylor St.
Vandalia, IL 62471
618-283-1231

HSHS Holy Family Hospital
200 Health Care Dr.
Greenville, IL 62246
618-664-1230

HSHS St. Joseph Hospital
9515 Holy Cross Lane
Breese, IL 62230
618-526-4511

Salem Township Hospital
201 Ricker Dr.
Salem, IL 62881
618-548-3194

SSM Health St. Mary's Hospital
400 N. Pleasant Ave.
Centralia, IL 62801
618-436-8000

Washington County Hospital
705 S. Grand St.
Nashville, IL 62263
618-327-8236

Cooperation by Local Law Enforcement

Kaskaskia College will comply and cooperate with all investigations conducted by law enforcement at the local, State, or federal level. Such cooperation may require the College to temporarily suspend the investigatory process of a preliminary investigation while law enforcement is in the process of gathering evidence. Upon the completion of such evidence gathering, and upon notification of the law enforcement body, the College will promptly resume its investigation. During law enforcement evidence gathering and during the College's investigation, the College will take interim steps to ensure the safety of the complaining party and the campus community.

Grievance Procedure

Notwithstanding the initial reporting of incidents previously outlined, all incidents of sexual discrimination, including sexual misconduct or retaliation should be reported to one of the Title IX Coordinators listed. The Title IX Coordinators will ensure that thorough, reliable, and impartial investigations are conducted on all Title IX complaints.

Investigation

Upon a report of a violation of this policy, one or both of the Title IX Coordinators shall conduct an investigation. If the Title IX coordinator(s) determine that certain actions are required prior to an investigation being completed, in order to protect the safety and/or rights of the complainant and/or the alleged perpetrator, they will pursue such actions and will notify the President and other College employees, as necessary, to implement such actions. An example of such action would be if the complainant and alleged perpetrator have classes together and arrangements are made for one of the parties to take the class remotely while the investigation is pending. While the investigation is pending, the Title IX Coordinator(s) may pursue other resources in order to help the Complainant, such as counseling services.

Upon an investigation being initiated by one or both Title IX Coordinator(s), the Coordinator will notify the complainant in writing that an investigation is being conducted and give a reasonable time limit for the initial investigation to be conducted. Typically, an initial investigation should be completed within ten (10) school days, but in some cases, additional time may be needed in order to complete it. The investigation will include, but not be limited to: interviews of the parties involved and any witnesses, review of relevant documents, e-mails, and text messages, and review of any other evidence gathered by the Title IX Coordinators or provided by the complainant or other witnesses.

Informal Procedures

Informal resolution procedures are optional. If complaints can be resolved informally, the situation does not involve sexual violence or non-consensual sexual acts, and both parties are agreeable to an informal resolution, then such procedures can be used. If either party is unsatisfied with the outcome of the informal resolution procedure, the formal resolution procedure may be pursued.

Formal Procedures

In situations involving sexual violence or non-consensual sexual acts between students, a formal complaint shall be filed by the complaining party with the Office of the Vice President of Student Services, which will follow established investigation and complaint resolution procedures. In cases where the accused is a College employee or third party, a complaint shall be filed with the Human Resources Office, which will follow established investigation and complaint resolution procedures.

When complaints involve violations of the Title IX policy, there shall be no applicable timeframe limitations on initiating a conduct process, notwithstanding any other College policies or procedures.

The standard of proof for determining violations of this Policy shall be:

"Preponderance of the Evidence", meaning that it is more likely than not that the accused violated this policy.

In all formal procedures involving allegations of violations of this Policy by students, the individuals involved in the adjudication of the complaint are required to have completed appropriate training approved by the Title IX Coordinator.

Definitions

- A. Sex Discrimination—behaviors and actions that deny or limit a person's ability to benefit from, and/or fully participate in, the educational programs or activities or employment opportunities because of a person's sex. Examples under Title IX include, but are not limited to, sexual harassment, sexual assault, and/or failure to provide equal opportunity in education programs, activities, and athletics.
- B. Sexual Harassment—unwelcome sexual advances, requests for sexual favors, and other verbal, physical, visual, or other expressive behaviors or physical conduct commonly understood to be of a sexual nature, when:
 - 1. Submission to or toleration of such conduct is made, either explicitly or implicitly, a term or condition of instruction, employment, or participation in other College activities;

2. Submission to or rejection of such conduct is used as a basis for employment or academic decisions or assessments affecting the individual's status as an employee or student; or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's status as a student or employee or creates an intimidating, hostile, or offensive work or educational environment.

Examples of Sexual Harassment include, but are not limited to:

- a. Physical/sexual assault.
- b. Direct or implied threats that submission to sexual advances will be a condition of employment, work or academic status, promotion, grades, or letters of recommendation.
- c. Repeated sexual flirtations, advances, or propositions.
- d. The posting of sexually suggestive objects, pictures, cartoons, or posters.
- e. Suggestive or obscene letters, notes, or invitations.
- f. Comments of a sexual nature and/or sexually explicit statements, questions, jokes, or anecdotes.
- g. Offensive physical contact, such as patting, grabbing, pinching, or brushing against another's body.

For conduct to be considered sexual harassment, it need not be direct or explicit. Sexual harassment can be implied from the conduct, circumstances, and the relationship of the individuals involved.

- C. Sexual Misconduct—Encompasses any sexual behaviors that violate Kaskaskia College's Title IX policy. In general, any harassing behavior or nonconsensual physical contact of a sexual nature may constitute sexual misconduct. Sexual misconduct may vary in its severity, and consists of a range of behaviors or attempted behaviors that may be grounds for student disciplinary action under College policy.

Examples of prohibited Sexual Misconduct under this policy include:

1. Nonconsensual sexual contact, which is defined as any intentional sexual touching without consent.
2. Nonconsensual sexual intercourse, which is defined as any sexual intercourse, however slight, with any object or body part, by a man or woman upon another man or woman, without consent.
3. Forced sexual intercourse, which is defined as unwilling or nonconsensual sexual penetration with any object or body part that is committed either by force threat, intimidation, or through exploitation of another's mental or

4. physical condition of which the assailant was aware or should have been aware.
- D. Sexual Contact—Intentional contact with the breasts, buttocks, groin, or genitals of another person, or touching another person with any of these body parts, or making another person touch you or themselves with or on any of these body parts. Also includes any intentional bodily contact in a sexual manner, even where the touching does not involve the body parts listed above and intercourse, however slight.
 - E. Sexual Exploitation—Occurs when a person takes nonconsensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the person being exploited, and that behavior does not constitute one of the other sexual misconduct offenses. Examples include, but are not limited to: prostituting another student and nonconsensual video or audio taping of sexual activity.
 - F. Relationship Violence—Abuse or violence between partners or former partners involving the following: battering that causes bodily injury, purposely or knowingly causing reasonable apprehension of bodily injury, emotional abuse creating apprehension of bodily injury or property damage, repeated telephonic, electronic, or other forms of communication, anonymously or directly, made with the intent to intimidate, terrify, harass, or threaten.
 - G. Stalking—Repeatedly following, harassing, threatening, or intimidating another by telephone, mail, electronic communication, social media or any other action device or method that purposely or knowingly causes substantial emotional distress or reasonable fear of bodily injury or death.
 - H. Consent—Effective consent is the basis of the analysis applied to unwelcome sexual contact. Lack of consent is the critical factor in determining what constitutes sexual misconduct. Consent is knowing, voluntary and clear permission by word or action, to engage in mutually agreed upon sexual activity. Consent may not be inferred from silence, passivity, or a lack of verbal or physical resistance. A person's manner of dress does not constitute consent. Past consent to sexual activities, or a current or previous dating relationship, does not imply ongoing or future consent. Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). Consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another person. Consent may be withdrawn at any time. A person cannot consent to sexual activity if that person is unable to understand the nature of the activity or give knowing consent due to circumstances, including without limitation the following: 1) the person is incapacitated due to the use or influence of alcohol or drugs; 2) the person is asleep or unconscious; 3) the person is under age; or 4) the person is incapacitated due to a mental disability. The existence of consent is based on the

totality of the circumstances, including the context in which the alleged incident occurred. Coercion, force, or the threat of either invalidates consent.

Retaliation

Kaskaskia College strictly prohibits retaliation against any individual for using reporting procedures and remedies in this policy or for participating as a witness or assisting in any other way in any investigation or proceeding involving allegations of violations of this policy. Retaliation includes, but is not limited to, intimidation, threats, harassment, and any other adverse action threatened or taken against any complainant or any other third party because of the complainant or participation in the investigation and/or hearing process. The College will take all necessary actions in response to retaliation, up to and including termination, if the violation is by an employee and up to and including dismissal if the violation is by a student.

Confidentiality and False Reports

All inquiries, complaints, and investigations are treated with discretion and as much confidentiality as possible. Information is disclosed as law and policy permit and/or require. All parties in the complaint process are obligated to protect the privacy of all persons involved to the extent possible, however, confidentiality cannot be guaranteed due to the College's duty to investigate and seek a resolution.

This policy also prohibits malicious and/or knowingly false accusations. The College will take all necessary actions in response to retaliation, up to and including termination, if the violation is by an employee and up to and including dismissal if the violation is by a student.

Training

College employees involved in the receipt of reports of, responding to, investigating or adjudicating alleged incidents of sexual discrimination, harassment and misconduct, or involved in the referral or provision of services to victims will receive annual education and training on pertinent topics. Students will also be provided training on sexual assault and misconduct awareness, as well as the measures to take in addressing these matters. All such training will be coordinated by the Office of the Vice President of Student Services.

Investigation/Evidence

All reports of conduct that is inconsistent with this policy will promptly, thoroughly, and impartially be investigated as expeditiously as possible. As part of the investigation, all involved parties will have an opportunity to present evidence. If an investigation confirms that a violation of this policy has occurred, the College will take corrective action, including discipline, up to and including dismissal or expulsion, as is reasonable and appropriate under the circumstances. Accuser and the accused will be afforded the same opportunity to be accompanied by an advisor of their choice in any meeting or institutional disciplinary proceeding. Written notification will be provided to both parties throughout the investigation and any findings thereafter.

In the event of a violation of this policy by an individual who is not a College employee or student, the College will take corrective action that is reasonable and appropriate under the circumstances.

Student Rights and Responsibilities

Members of the Kaskaskia College Clubs and Organizations have inherent rights and responsibilities as members of the College community. The by-laws of the Student Clubs and Organizations Constitution shall delineate these rights and responsibilities, including a procedure of due process. Students may pick up copies of the by-Laws of the Student Association Constitution in the Coordinator of Student Life Office.

The regulations contained herein are established under the authority granted by law to the Board of Trustees to establish rules and regulations for the students of Kaskaskia College and pursuant to policies of the Board of Trustees authorizing the President to develop regulations dealing with student's rights and conduct.

All students of the College have the responsibility to comply with these regulations. The responsibility for the enforcement of the Code rests with the President/CEO of Kaskaskia College and that officer's designee, the Vice President of Student Services.

Student Code of Conduct

Violations

Acts of Academic Dishonesty

1. Plagiarism: representing the work of another as one's own work.
2. Preparing work for another that is to be used as that person's own work.
3. Cheating by any method or means.
4. Knowingly and willfully falsifying or manufacturing scientific or educational data and representing the same to be the result of scientific or scholarly research.
5. Knowingly furnishing false information to a College Official relative to academic matters.
6. Solicitation, aiding, abetting, concealing or attempting conduct violating this Code.

Acts of Social Misconduct

1. Violence
 - a. Physical abuse
 - b. Director threat of violence
 - c. Dating violence
 - d. Stalking
 - e. Sexual Assault/Rape
 - f. Harassment
 - g. Intimidation
 - h. Intentional obstruction or substantial interference with any person's right to attend or participate in any college function.

- i. Participation in any activity to disrupt any function of the College by force or violence.
 - j. Reckless behavior representing a danger to person(s)
- 2. Property Damage
 - a. Arson
 - b. Willful or malicious damage or destruction of property
 - c. Reckless behavior representing a danger to property
- 3. Weapons (unauthorized possession and/or use)
 - a. Firearms
 - b. Fixed-blade knives
 - c. Pellet guns and BB guns
 - d. Explosives and/or explosive devices
 - e. Any type of arms defined as weapons in 720 ILCS 5/24-1
- 4. Disobedience
 - a. Disobedience, interference, resistance or failure to comply with directions of an identified College Official acting in the line of duty.
 - b. Trespassing
 - c. Unauthorized entry
- 5. Deception
 - a. Furnishing false information to the College with intent to deceive
 - b. Forgery, alteration or misuse of College documents, records and identification cards.
 - c. Forgery or issuing a bad check with intent to defraud
- 6. Theft
 - a. Misappropriation or conversion of College funds, supplies, equipment, labor material, pace or facilities.
 - b. Possession of stolen property
- 7. Safety
 - a. Intentionally entering false fire alarms
 - b. Bomb threats
 - c. Tampering with fire extinguishers, alarms, or safety equipment
 - d. Tampering with elevator controls and/or equipment
 - e. Failure to evacuate during a fire, fire drill or false alarm
- 8. Cannabis or Controlled Substances as defined in 720 ILCS 550/3
 - a. Manufacture
 - b. Sale or delivery
 - c. Unauthorized possession and/or use
- 9. Hazing as defined in 720 ILCS 5/12C-50
- 10. Abusive or disorderly conduct.
- 11. Violations of other duly promulgated College policies or regulations, including but not limited to alcohol, demonstrations, pets, smoking, solicitation, and guidelines for access to data and programs stored on the computer, will be adjudicated under this code.
- 12. Acts against the Administration of this Code

- a. Initiation of a complaint or charge knowing that the charge was false or with reckless disregard of its truth
 - b. Interference with or attempt to interfere with the enforcement of this Code including but not limited to intimidation or bribery of hearing participants, acceptance of bribes, dishonesty or disruption of proceedings and hearings held under this Code
 - c. Knowing violation of the terms of any disciplinary sanction or attached conditions imposed in accordance with this code.
13. Solicitation, aiding, abetting, concealing, or attempting conduct in violation of this Code.

Sanctions

The following are sanctions which may be imposed for a violation of this Code. Also, a condition may accompany a sanction. Conditions include but are not limited to restitution of damages, work projects, required counseling or therapy, required academic performance, etc. A condition may include loss of certain College privileges. If a condition accompanies a sanction, the condition must be related to the violation.

1. Failure of an assignment, quiz, test, examination, or paper: A failing grade (F) may be assigned for the work in connection with which the violation occurred.
2. Failure in a course: A failing grade (F) may be assigned for a course in which the violation occurred.
3. Disciplinary Reprimand - In cases of minor violations and when the violation is acknowledged by the student, a written reprimand may be issued by the appropriate Vice President. The purpose of the reprimand shall be to call to the student's attention the responsibility of meeting certain minimal community standards. Since a reprimand is given only when the violation is acknowledged, the sanction may be appealed.
4. Disciplinary Censure is a written warning to the student that the cited behavior is not acceptable in the College community and that further misconduct may result in more severe disciplinary action. The student may appeal the finding of a violation but may not appeal the severity of the sanction.
5. Disciplinary Probation removes a student from good disciplinary standing. The probation shall last for a stated period of time and until specific conditions have been met, if imposed. Any misconduct during the probationary period will bring further disciplinary action and may result in suspension. Probationary status prevents the student from representing the College in extracurricular activities, and may result in the loss of some types of financial assistance.
6. Disciplinary Suspension is an involuntary separation of the student from the College for a stated period of time and until a stated condition is met, if imposed, after which readmission will be permitted. Disciplinary Suspension is entered on the student's transcript for the duration of the suspension.

7. Indefinite Suspension is an involuntary separation of the student from the College for an unprescribed period of time and until a stated condition is met, if imposed. Any consideration for readmission requires a written petition to the appropriate administrative official before readmission will be considered. The Indefinite Suspension is entered on the student's transcript for the duration of the suspension.
8. Interim Separation - If the Vice President of Instructional Services has reasonable cause to believe that a serious and direct threat to the safety and well-being of the members and/or property of the College community will be present if an individual is permitted to remain an active member of the community, an Interim Separation may be imposed. A preliminary hearing or the opportunity of a preliminary hearing shall be afforded. If it is impossible or unreasonably difficult to conduct a preliminary hearing prior to the Interim Separation, the individual shall be afforded the opportunity for such a preliminary hearing at the earliest practical time. The purpose of the preliminary hearing is to determine if there is justification to invoke an Interim Separation. During the preliminary hearing, the student will be provided a statement of the reasons for Interim Separation and will be afforded an opportunity to rebut. Interim Separation is temporary and shall be enforced only until the completion of a full disciplinary hearing. A full disciplinary hearing shall be provided within a reasonable period of time.

Disciplinary Procedures

Informal Hearing

In cases where the student accepts responsibility for the violation, the matter may be adjudicated at the departmental office level. An informal discussion between the College official and the student shall be held. If the student accepts responsibility for the charge(s) the College official shall recommend a sanction to the Panel Chair.

1. Sanctions - The full disciplinary history of the student shall be considered in determining the sanction the College official may recommend to the Panel Chair any of the following sanctions:
 - a. Disciplinary reprimand
 - b. Disciplinary censure
 - c. Disciplinary probation
 - d. Disciplinary suspension
 - e. Indefinite suspension
 - f. Interim suspension
2. Notification - The Vice President of Student Services shall send written verification of the sanction to the student within ten days of the receipt of the recommendation.

- a. Appeals - A student may appeal the severity of the sanction. A student may not appeal the question of guilt.

Disciplinary Procedures

1. Initiation of a Complaint

- a. Any member of the College community may initiate disciplinary proceedings by filing a complaint with the Judicial panel within twenty days of the discovery of an alleged violation of the Student Conduct Code. The complaint must be in writing with all available evidence attached.
- b. The Judicial Panel Chair shall make a preliminary review of the complaint. If there are no grounds for disciplinary charges or if the complaint should be processed under another policy, the complainant shall be notified. If the complainant wishes to proceed with a disciplinary charge, a written request must be submitted to the Vice President of Student Services within twenty days of the receipt of the notification. The Vice President shall review the request, the complaint, and the Judicial Panel Chair's decision and decide whether to pursue formal charges.

2. Formal Charges - In cases of violation when guilt is disputed by the student, the case will be adjudicated with a formal hearing. The Judicial Panel Chair shall notify the student in writing regarding the charge(s) as well as the date, time and place of the hearing. Notification will be considered to have been delivered if the notice is sent to the current local address of the student provided to the Office of Admissions and Records by the student. Thus, failure to notify the College of changes of address could result in hearings being held in absentia. Formal charge proceedings can be found in the Kaskaskia College "Guidelines for Clubs, Organizations and Athletics" handbook.

Retaliation

Kaskaskia College forbids retaliation against any individual for seeking information on sexual assault/abuse, making a charge, filing a sexual assault/abuse complaint, or testifying, assisting, or participating in an investigation, proceeding, or hearing involving a complaint of sexual assault/abuse. Any individual that believes he/she has experienced or witnessed any conduct he/she believes to be retaliatory should immediately notify any of the individuals named above.

Confidentiality

If you are a victim of a crime and do not want to pursue action within the College system or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Director of Public Safety, or a designee of the Department of Public Safety can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to

comply with your wish to keep the matter confidential while taking steps to ensure the future safety of yourself and others. With such information, the College can keep an accurate record of the number of criminal incidents, determine where there is a pattern of crime, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime's statistics for the institution.

Protective Measures/Academic Changes

The range of protective/temporary measures that the institution may offer following an allegation of domestic violence, dating violence, sexual assault, or stalking include those such as personal safety escort, changing living or working situations, and modify academic requirements or class schedule.

Contact should be made with the Vice President of Student Services or the Vice President of Administrative Services.

Educational Programs

Educational programs to promote the awareness of rape, acquaintance rape, and other sex offenses are offered by Kaskaskia College.

A section of New Student Orientation provides specific information about rape and the prevention of sex offenses. The Swift Team and the Office of Student Engagement offer presentations and informational material throughout the year. Courses which offer educational material on awareness of rape and other sex offenses include Criminal Law, Ethics, Health, Political Science, Introduction to Social Services, Psychology, Sociology, and Social Problems.

Illinois Definition of Consent

Consent means a freely given agreement to the act of sexual penetration or sexual conduct in question. Lack of verbal or physical resistance or submission by the victim resulting from the use of force or threat of force by the accused shall not constitute consent. The manner of dress of the victim at the time of the offense shall not constitute consent. The manner of dress of the victim at the time of the offense shall not constitute consent. A person who initially consents to sexual penetration or sexual conduct is not deemed to have consented to any sexual penetration or sexual conduct that occurs after he or she withdraws consent during the course of that sexual penetration or sexual conduct.

In order to knowingly consent, an individual must be able to understand the nature of the act, must be of consenting age, and must not lack capacity at the time of the event.

Illinois Compiles Statutes 720 ILCS 5/11-1.70

Bystander Intervention

A person or group of people in the position of bystanders can intervene in a safe and positive way to prevent harm or provide resources to a person in need.

Additional bystander options:

- Call for help or 911
- Distract the perpetrator, yell, scream, etc.
- Don't leave the area
- Step up, ask the person if they need help
- Pay attentions to your surroundings
- Have a buddy system

Bystander effect: the greater the number of people present; the less likely people are to assist a person in need. When an emergency situation occurs, observers are more likely to take action if there are few or no other witnesses.

Risk Reduction

Call Safety and Security to ask for Personal Safety Assistance.

Have your cell phone with you.

- Walk with a group.
- Stay in well-lit areas.
- Know your surroundings, Code Blue locations, etc.
- Stay near people in parking lots and deserted areas.
- Do not accept rides with people you do not know well.
- If you are being followed, go to an area where there are people or call for help. If driving, go to an open business or a police station.
- If you are attacked: scream, scratch, bite, kick, and swing. MAKE A SCENE.

Definitions

Sex Offenses-Forcible – any sexual act directed against another person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Forcible Rape – The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

Forcible Sodomy – Oral and anal sexual intercourse with another person, forcibly and/or against the person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sexual Assault with An Object – The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly against the person's will where

the victim is incapable of giving consent because his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Forcible Fondling – The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person’s will; or, not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her temporary mental incapacity.

Sex Offenses Nonforcible – Unlawful, nonforcible sexual intercourse.

Incest – Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape – Nonforcible sexual intercourse with a person who is under the statutory age of consent.

Domestic Violence – means a felony or misdemeanor crimes of violence committed by

- A current or former spouse of the victim,
- A person with whom the victim shares a child in common,
- A person cohabitating with or has cohabitated with the victim as a spouse or intimate partner
- A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies (under VAWA) or,
- Any person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

Dating Violence - means violence committed by a person

- Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- Where the existence of such a relationship will be determined based on a consideration of the following factors:
 - The length of the relationship.
 - The type of relationship.
 - The frequency of interaction between the persons involved in the relationship.

Stalking - means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for his or her safety or the safety of others; or
- Suffer substantial emotional distress.

Hate Crime – crimes involving bodily injury to any person in which the victim is intentionally selected because of the actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability of the victim.

The following crimes have been added to the list of crimes that are to be reported in the hate crime statistics:

Larceny/Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Note: Constructive possession is defined by Black's Law Dictionary, 6th ed. as "where one does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.")

- Pocket-picking - The theft of articles from another person's physical possession by stealth where the victim usually does not become immediately aware of the theft
- Purse-snatching - The grabbing or snatching of a purse, handbag, etc., from the physical possession of another person.
- Shoplifting - The theft, by someone other than an employee of the victim, of goods or merchandise exposed for sale.
- Theft from Building - a theft from within a building which is either open to the general public or where the offender has legal access.
- Theft from Coin Operated Machine or Device - A theft from a machine or device which is operated or activated by the use of coins.
- Theft from Motor Vehicle (Except "Theft of Motor Vehicle Parts or Accessories") - The theft of articles from a motor vehicle, whether locked or unlocked.
- Theft of Motor Vehicle Parts or Accessories - The theft of any part or accessory affixed to the interior or exterior of a motor vehicle in a manner which would make the item an attachment of the vehicle, or necessary for its operation.
- All Other Larceny - All thefts which do not fit any of the definitions of the specific subcategories of larceny/theft listed above.

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.