

Security and Fire

In compliance with the Campus Security Act of 1990, and the Higher Education Act of 2010 as amended, Sauk Valley Community College presents the following reports:

Sauk Valley Community College Annual Security Report *and* Annual Fire Safety Report October 1, 2011

Annual Security Report

The College operates in an open environment and provides security and safety for guests and staff at all times. Uniformed security personnel are on campus 24 hours a day, seven days a week, 52 weeks a year. Access to College buildings is controlled after normal hours. Safety and security concerns are continually monitored.

Emergencies receive immediate attention and all security reports are addressed promptly. Appropriate College personnel are available for assistance or follow-through as appropriate.

The College coordinates with outside emergency responders through Lee County. Ambulance, fire, and police responders are accessed by phoning 911.

Criminal actions and emergencies should be reported immediately to security through any of the following means:

- Inform a uniformed security officer
- College switchboard operator in the first floor Information Center (ext. 0)
- Call boxes located in parking areas
- Escort radios located near the East and West Mall entrances
- Telephone located in each classroom

The College works with the Lee County Sheriff's Department and the Illinois State Police regarding law enforcement policies. Campus security personnel are primarily responsible for providing security for College's physical assets, general safety for guests and staff, and serve as a liaison for reporting emergencies and required law enforcement assistance as they arise.

The College has established procedures to notify persons of emergencies using a variety of methods, depending on the emergency. If an emergency occurs requiring a building evacuation, such as a fire, either the fire alarm will be activated or voice announcements will be made through the wall mounted public address system and the telephone's public address function. If an emergency occurs which requires sheltering in the basement, voice announcements will be made through the wall mounted public address system and the telephone's public address function. Staff with two way radios are also assigned to and

dispatched to specific areas of the campus to assure that the warning notification has been received and everyone is taking appropriate actions. A text messaging system is also used for all serious emergencies. Emergencies not requiring public notification are communicated through two way radio and the campus telephone system.

All College employees are authorized and trained to initiate emergency procedures. Staff have been assigned and trained to handle specific responsibilities in emergencies including confirming the emergency, making verbal announcements, and assisting individuals with disabilities descend from upper floors. College-wide drills and training exercises are conducted periodically.

Any questions or suggestions regarding response and evacuation or sheltering procedures should be addressed to the Director of Buildings and Grounds (Room 1C16, ext. 299). Input from all campus constituencies is welcome and encouraged.

Various programs and materials include information designed to inform students and staff about campus security policies and procedures, crime prevention, individual safety and security practices, and substance abuse educational programs. Posters that summarize emergency procedures are maintained on bulletin boards around campus. Posters with specific emergency procedure information are posted in all public restrooms and changed monthly. Staff receive periodic updates at in-service sessions.

Board of Trustees Policy 516.01 restricts the possession, use and sale of alcoholic beverages and illegal drugs in accordance with Illinois law. Board policies are posted on the Sauk website and are available from the President's Office (Room 3K24, ext. 303). This information is also provided to students through College publications in accordance with applicable federal laws.

Various programs and materials, personnel notifications, and training materials are designed to inform students and staff about the prevention of sex offenses and procedures to follow when a sex offense occurs. If a sex offense occurs, it, like any other crime, should be reported to campus security as described above.

It is important to preserve evidence for the proof of a criminal offense. A student has the option to notify appropriate law enforcement authorities. College security personnel will assist the student in notifying these authorities if requested.

On-campus counselors are available for discussion of educational, personal and career counseling. Off-campus counseling and mental health services for victims of sex offenses are available in the general community. The College will change a victim's academic situations after an alleged sex offense, if such change is requested by the victim and is reasonably available.

Board of Trustees Policy 616.01 includes procedures for campus disciplinary action in cases of an alleged sex offense. The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding. Both the accuser and the accused must be informed of the outcome of any institutional disciplinary proceeding brought alleging a sex offense, to consist of the College's determination with respect to the alleged sex offense and any sanction that is imposed against the accused. Sanctions may include any of those listed in Policy 616.01.

Public information about sex offenders living in the district may be accessed at the Illinois State Police website, www.isp.state.il.us/sor/sor.cfm.

The following crimes or offenses have been reported to the College or to local police agencies:

Criminal Offenses - On campus

Criminal offense	Total occurrences On campus		
	2008	2009	2010
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Negligent manslaughter</u>	0	0	0
c. <u>Sex offenses - Forcible</u>	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0
e. <u>Robbery</u>	0	0	0
f. <u>Aggravated assault</u>	0	0	0
g. <u>Burglary</u>	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0
i. <u>Arson</u>	0	0	0

Caveat:

Criminal Offenses - Public Property

Criminal offense	Total occurrences on Public Property		
	2008	2009	2010
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Negligent manslaughter</u>	0	0	0
c. <u>Sex offenses - Forcible</u>	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0
e. <u>Robbery</u>	0	0	0
f. <u>Aggravated assault</u>	0	0	0
g. <u>Burglary</u>	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0
i. <u>Arson</u>	0	0	0

Hate Crimes - On campus

Criminal offense	Occurrences of Hate crimes						
	2010 Total	Category of Bias for crimes reported in 2010					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0

b. <u>Negligent manslaughter</u>								
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0	0
e. <u>Robbery</u>	0	0	0	0	0	0	0	0
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0
g. <u>Burglary</u>	0	0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0
i. <u>Arson</u>	0	0	0	0	0	0	0	0
j. <u>Simple assault</u>	0	0	0	0	0	0	0	0
k. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0
l. <u>Intimidation</u>	0	0	0	0	0	0	0	0
m. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes							
	2008 Total	2009 Total	Category of Bias for crimes reported in 2009					
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a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0
b. <u>Negligent manslaughter</u>								
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0	0
e. <u>Robbery</u>	0	0	0	0	0	0	0	0
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0
g. <u>Burglary</u>	0	0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0
i. <u>Arson</u>	0	0	0	0	0	0	0	0
j. <u>Simple assault</u>	0	0	0	0	0	0	0	0
k. <u>Larceny-theft</u>		0	0	0	0	0	0	0
l. <u>Intimidation</u>		0	0	0	0	0	0	0
m. <u>Destruction/damage/vandalism of property</u>		0	0	0	0	0	0	0

Caveat:

Hate Crimes - Public Property

Criminal offense	Occurrences of Hate crimes						
	2010 Total	Category of Bias for crimes reported in 2010					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
b. <u>Negligent manslaughter</u>							
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
e. <u>Robbery</u>	0	0	0	0	0	0	0
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0
g. <u>Burglary</u>	0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0
i. <u>Arson</u>	0	0	0	0	0	0	0
j. <u>Simple assault</u>	0	0	0	0	0	0	0
k. <u>Larceny-theft</u>	0	0	0	0	0	0	0
l. <u>Intimidation</u>	0	0	0	0	0	0	0
m. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes							
	2008 Total	2009 Total	Category of Bias for crimes reported in 2009					
			Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent, manslaughter</u>	0	0	0	0	0	0	0	
b. <u>Negligent manslaughter</u>	0							
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0	
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0	
e. <u>Robbery</u>	0	0	0	0	0	0	0	
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0	
g. <u>Burglary</u>	0	0	0	0	0	0	0	
h. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	
i. <u>Arson</u>	0	0	0	0	0	0	0	
j. <u>Simple assault</u>	0	0	0	0	0	0	0	

k. <u>Larceny-theft</u>		0	0	0	0	0	0
l. <u>Intimidation</u>		0	0	0	0	0	0
m. <u>Destruction/damage/vandalism of property</u>		0	0	0	0	0	0

Arrests - On campus

Law Violation	Number of Arrests		
	2008	2009	2010
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

Caveat:

Arrests - Public Property

Crime	Number of Arrests		
	2008	2009	2010
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

Disciplinary Actions - On campus

Law Violation	Number of persons referred for Disciplinary Action		
	2008	2009	2010
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

Caveat:

Disciplinary Actions - Public Property

Law Violation	Number of persons referred for Disciplinary Action		
	2008	2009	2010
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

Any questions or suggestions regarding campus security should be addressed to any of the following:

- Security lead (Room 1C14, ext 323)
- Director of buildings and grounds (Room 1C16, ext. 299)

Input from all campus constituencies is welcome and encouraged.

Student housing, the *Sauk Commons* at 1608 Sauk Road, Dixon, Illinois is located adjacent to the Sauk Valley Community College campus, but is not owned or operated by the College. Security information pertaining to the Commons is not included in this report.

Annual Fire Safety Report

The College maintains evacuation procedures which are practiced in an annual fire drill each fall. Whenever the fire alarm is activated due to an alarm malfunction or false alarm, evacuation procedures are implemented and everyone is kept outside of the building until the fire department issues an all clear to return.

Posters that summarize emergency procedures, including fire evacuation, are maintained on bulletin boards around campus. Posters with detailed fire evacuation procedures are posted in all public restrooms several times a year and rotated with other emergency procedure topics. The Sauk Scout employee newsletter contains a short preparedness article every week, and staff receive periodic updates at in-service sessions.

Anyone discovering a fire may activate any of the manual fire alarms located throughout the building, call “911,” or the College switchboard at “0.” The Dixon Rural Fire Department responds to all fire emergencies.

Any questions or suggestions regarding fire safety and evacuation procedures should be addressed to the Director of Buildings and Grounds (Room 1C16, ext. 299). Input from all campus constituencies is welcome and encouraged.

Student housing, the *Sauk Commons* at 1608 Sauk Road, Dixon, Illinois is located adjacent to the Sauk Valley Community College campus, but is not owned or operated by the College. The Commons has not reported any fire incidents to the College.