

# Southern Illinois University Edwardsville

## Campus Violence Prevention Plan and Related Measures

### I. Foreword

Southern Illinois University Edwardsville is committed to fostering a safe and secure educational environment for all employees, students and visitors. The purpose of this plan is to establish violence prevention measures, support systems, resources and strategies through the integration of University policies and procedures regarding violence, threatening behavior and the prohibition of violence. Keeping a campus safe and secure requires a collaborative, inter-disciplinary and multi-jurisdictional prevention plan involving faculty, staff, administrators, students and parents. The University has also created a Campus Violence Prevention Committee and a Threat Assessment Team; protocols to prevent and respond to acts of violence and/or threats of harm; and has identified resources for victims of violence. Training for the University community is ongoing. This plan is created to provide methods and means under which violence and threats of violence may be prevented, addressed and responded to with regard to the safety of the campus community. These actions are consistent with the Illinois Campus Security Enhancement Act of 2008 (*110 ILCS 12/et. seq.*).

### II. Applicability:

This plan shall set forth the University's expectations with regard to violence prevention for the campus community; including faculty, staff, students, contractors and vendors. This plan, and any related policies and procedures, shall cover all University-owned and/or controlled property, buildings and facilities.

### III. Definitions:

Violence – Violence is the use of force, threatened force or pressure against another person, oneself, or a group/community that results in, or has a high likelihood of resulting in, injury (physical or psychological), death, and/or deprivation. Violence includes interpersonal violence such as assault, rape, hate violence, bullying, hazing, domestic and dating violence, self-harm, “celebratory” violence, arson, and gang violence. When violence is fatal, it results in suicide or homicide. (*Source: U.S. Center for Disease Control and Prevention*)

Targeted Violence – An incident of physical or psychological violence where both the perpetrator(s) and target(s) are identified, or identifiable, prior to the incident.

Threat Assessment - Is the evaluation of an individual's behavior, actions and conduct, and the surrounding circumstances, for the purpose of assessing whether there is a potential and/or likelihood of potential or imminent violence and/or “targeted violence.”

### IV. Responsibility of Community:

The University is committed to the development of preventive measures including campus violence prevention and threat assessment committees, security planning, pre-employment screening, training and general programs to increase employee and student awareness. All persons are strongly encouraged to be aware of their surroundings, to be alert for behavior that may be threatening or lead to violence, and to report such behavior to the appropriate University official.

A. Responsibility to Report: It is the responsibility of all campus community members (students, employees and visitors) to promote and maintain an environment free from violence at Southern Illinois University Edwardsville. Such responsibility includes, but is not limited to, being aware of one's surroundings and immediately reporting incidents, behaviors or actions of others which seem unusual, disruptive, suspicious, threatening or violent in nature.

B. Reporting Process: In order to report and document unusual, disturbing or suspicious behaviors, or incidents of threats or violence involving students, employees or visitors on campus, the University has created a "Care Report" form which may be completed online at [www.siu.edu/emergencymanagement/](http://www.siu.edu/emergencymanagement/) or submitted to the University Police. The University Police will be responsible for transmitting the information to the appropriate offices and/or departments and to the Threat Assessment Team (if applicable).

A few general examples of behaviors that should be reported include, but are not limited to:

1. A slow or radical change in a person's behavior, academic or workplace performance, appearance, or conduct;
2. Aggressive or irrational behavior through words or actions;
3. Severe depression, unhappiness or irregular emotional behavior;
4. Inability to control anger, confrontational or disturbing words or actions;
5. Unusual overreaction to normal circumstances;
6. Lack of compassion or empathy for others;
7. Any threat or act of violence;
8. Damage to property;
9. Unusual nervousness, tension or anxiety;
10. Expression of suicidal thoughts, feelings or acts;
11. Any other action, word or behavior that one may reasonably believe could lead to violence;
12. Threatening statements, displays, photos or other publications in electronic format or communication.

C. Immediate Attention Required: Any incident or behavior that creates an imminent threat or actual violence should be reported directly to the University Police by calling 911.

D. Other Applicable Policies: If an incident involves conduct or behavior of a student, employee or visitor that is regulated or enforced by a more specific applicable University policy (i.e. Student Conduct Code or employee personnel policy), State or federal law or regulation, appropriate action shall be taken by the University office or department responsible for handling such matters in conjunction with this plan.

E. Administrative Resources: The following University offices, departments and officials, or their designees, shall be responsible for the implementation and enforcement of this plan:

1. University Police
2. Office of Equal Opportunity, Access & Title IX Coordination
3. Office of the Vice Chancellor for Administration
4. Office of the Vice Chancellor for Student Affairs
5. Office of Human Resources
6. Counseling Services



7. Office of the Provost and Vice Chancellor for Academic Affairs
8. Emergency Management and Safety

**V. Campus Violence Prevention Committee and Threat Assessment Team:**

**A. Campus Violence Prevention Committee:**

1. Committee: A Campus Violence Prevention Committee is formed as an additional resource to provide support, assistance, research and policy review in regard to violence prevention on campus. Membership of the committee shall include representatives from the Office of the Vice Chancellor for Administration, University Police, Office of Human Resources, Office of the Provost and Vice Chancellor for Academic Affairs, Office of the Vice Chancellor for Student Affairs, University Housing, Counseling Services, Emergency Management and Safety and other departments or units when deemed appropriate. (*Statutory Implementation: 29 ILL Admin. Code 305*)

2. Mission: As a part of this plan, the committee shall be responsible for the following:

- a. Collaborating with the Threat Assessment Team and other University officials as needed, regarding individuals who may pose a threat to their own welfare, health or safety and/or the welfare, health or safety of others;
- b. Incorporate violence prevention strategies into related policies and/or procedures;
- c. Encourage zero tolerance through promotional campaigns that reaffirm violence prevention strategies;
- d. Determine and implement methods of communication and education of the University community with regard to violence prevention and security enhancement;
- e. Integrate existing campus programs and policies that deal with associated issues (e.g. workplace violence, suicide prevention, harassment, stigma reduction, sexual assault prevention); and
- f. Evaluate physical facilities and grounds and make recommendations to improve safety and further the goal of violence prevention.

**Campus Violence Prevention Committee Members**

<b>Department</b>	<b>Title</b>
Office of the Vice Chancellor for Administration (Committee Chair)	Director, Administrative Services
Office of Vice Chancellor for Student Affairs	Dean of Students
Office of Provost and Vice Chancellor for Academic Affairs	Provost Designee
University Police	Director (Chief of Police)
Emergency Management and Safety	Director

Counseling Service	Director
Office of Human Resources	Assistant/Assoc. Director
East St. Louis Higher Education Center	Director/Assistant Director
University Housing	Director
Office of the General Counsel	Associate General Counsel
School of Dental Medicine	Executive Director
Criminal Justice Studies Program	Associate Professor
Student Representative	Criminal Justice Studies Major

B. Threat Assessment Team:

The Threat Assessment Team, (referred to as the Behavioral Intervention Team – BIT) is an additional resource to provide support, assistance, research and case studies with regard to potential or actual threats to the University community. Membership of the Committee shall include representatives from the Office of Human Resources, University Police, Counseling Services, Office of the Vice Chancellor for Student Affairs, University Housing, Office of the Chancellor, Office of Equal Opportunity, Equity & Title IX Coordination, Office of the Provost and Vice Chancellor for Academic Affairs, and Office of the General Counsel.

The BIT is responsible for receiving and reviewing information obtained from a reporting party, witness or observer in order to determine whether a threat is present. Additional responsibilities include reviewing incident reports, police files and/or complaints of threats or actual violence, reviewing patterns or practices which indicate a potential for violence, and investigating and assisting other University officials or representatives in dealing with serious threats and/or incidents of violence. The BIT is responsible for developing procedures under which it will achieve its mission. The BIT is not intended to address workplace issues that are regularly handled by the Office of Human Resources or student misconduct that is regularly handled by the Office of the Vice Chancellor for Student Affairs. Instead, the BIT shall:

1. Assess, review and analyze incidents involving potential or imminent danger or violence to determine if a threat of violence is present. This may include, but not be limited, to creating detailed and fact-based assessments of students, employees, or other individuals who may present a threat to the University community;
2. Work with the affected unit to develop and implement an appropriate action plan to minimize the repercussions of incidents of violence and to prevent future incidents;
3. Conduct an investigation and any necessary follow-up as appropriate;



4. Provide information and make recommendations to appropriate University functional units for appropriate corrective action to prevent future incidents of violence.

Once the BIT is notified of an incident, it will confer as soon as reasonably possible to determine what response is necessary. If the BIT determines that a threat is present, it shall inform the proper University officials or representatives to initiate reasonable, appropriate and timely action.

**MEMBERS OF THE BEHAVIORAL INTERVENTION TEAM:**

1. Provost and Vice Chancellor for Academic Affairs Designee
  2. Chief of Staff, Chancellor's Office
  3. Director of Counseling Services
  4. Associate Director of Counseling Services
  5. Senior Associate General Counsel
  6. Director of Human Resources
  7. Dean of Students and/or Designee
  8. Chief of University Police
  9. Associate Director, University Housing
- \* Consultation occurs with other offices and/or departments as needed.

**VI. Preventive Measures and Programs:**

The following information outlines measures implemented by the University in order to prevent, deter and address violence and threats of violence on the University campus:

A. University Police: The University Police Department at Southern Illinois University Edwardsville is a law enforcement agency responsible for the protection of life and property. Law enforcement services are provided to the Edwardsville Campus, the East St. Louis Higher Education Campus (ESLHEC) and the School of Dental Medicine (SDM) in Alton. University Police's primary location is in the Supporting Services Building and provides services 24 hours per day, 365 days per year. In addition, University Police maintains satellite stations located at the ESLHEC and SDM, which are also staffed around-the-clock, 365 days a year. There is also a police substation located within the Commons Building at Cougar Village. All emergency calls are directed to University Police, which is responsible for dispatching appropriate police, fire, and/or ambulance services. University Police is a 911 Public Service Answering Point for the emergency system. All 911 calls from the ESLHEC are routed to the City of East St. Louis Police Department. All 911 calls on the Alton campus are routed to the City of Alton Police Department. University Police communicate regularly with other law enforcement agencies and emergency responders in order to more effectively and efficiently respond to incidents on campus. The Department uses radio systems and portable radios, which provide for a wider range of communication with other agencies and responders. Members of the University Police and members of the Emergency Operations Team have completed the National Incident Management System (NIMS) and Incident Command System (ICS) training which encompasses the need for clear lines of communication when dealing with an emergency.

B. Emergency Management and Safety: The SIUE Emergency Management and Safety Office is responsible for managing the emergency operations for the Edwardsville, Alton and ESLHEC campuses. This Office coordinates emergency operations, emergency preparedness measures, training and protocols for the campus community providing prompt and immediate responses in the event of an emergency. The Director organizes annual exercises for the emergency team, as well as NIMS and ICS training. The emergency team will develop an

Incident Action Plan to support emergency operations and to provide for long term incident planning and recovery. In addition, this office is responsible for creating and maintaining an all-hazard University response plan for the emergency team's use in a large scale emergency. This plan has been approved by the Chancellor, the Illinois Emergency Management Agency, and Madison County Emergency Management. Finally, the Director is responsible for coordination of and communication with all campus and local mental health and first response resources, as well as governmental agencies and school districts contiguous to SIUE campus boundaries, all counties where SIUE campuses are located or with major municipal emergency management officials in those counties. This shall include an inter-disciplinary and multi-jurisdictional campus violence prevention plan, reports to major municipal emergency management officials in relevant counties, and annual training and exercises for the plan. All Campus Violence Prevention Plans shall be in compliance with the Campus Security Enhancement Act of 2008, including adherence to appropriate standards and guidelines for the plans as identified by county and major municipal emergency managers and Illinois Emergency Management Agency regional coordinators.

C. Emergency Management Plan: The SIUE Emergency Management Plan incorporates a number of emergency policies and procedures on behalf of the University community. This Plan includes an Emergency Notification Text Messaging System (E-Alert) in order to provide timely notification to the campus community in the event of an imminent threat or event. This System is one of a number of emergency notification systems. The types of emergency notifications currently in place include: Email, Text Messaging, Telephones, All Clear System, University Emergency Web Page, Telephone Messages, Flat Screens located throughout campus and Local Media Outlets. University Police provide monthly safety bulletins, along with incident-specific safety bulletins to the campus community in order to recommend safety measures, actions and responses.

D. Emergency Phones: The University maintains Code Blue Emergency Phones throughout the Edwardsville, Alton and ESLHEC campuses in order to provide a direct means of communication to University Police for reporting emergencies or a need for assistance. Phones on the Edwardsville and East St. Louis campuses are linked to University Police on the Edwardsville campus. Alton phones are linked to the Alton Police Department.

E. Fire Alarm Systems: The University maintains a centrally monitored Fire Alarm System on the Edwardsville, Alton and ESLHEC campuses.

F. Training:

1. The University provides for training of employees and students with regard to University-related issues, including but not limited to workplace violence, sexual harassment, sexual assault and relationship violence, student housing issues, and non-discrimination.

2. University Police provides regular training to its officers and command staff in a wide range of law enforcement matters. All University police officers are trained as First Responders and have CPR and AED training, in addition to semi-annual Firearm Qualification training.

3. University Police also have Crisis Intervention Training Officers (CIT Officers), who have received specialized training on handling calls involving mental health crises.

4. University Police is a member of the Southwestern Illinois Law Enforcement Commission which provides training on numerous topics relating to violence prevention, i.e. CIT



officer training, active shooter training, threat assessment training, communication skills, crisis hostage situations, hidden weapons, domestic violence prevention, sex crimes investigation, etc.

5. University Police has developed an Active Shooter Pamphlet, as well as a pamphlet containing information about the Campus Violence Prevention Plan, for distribution to all faculty, staff and students at the Edwardsville, Alton and ESLHEC campuses. Emergency Management and Safety has provided the videos, “Shots Fired” and “Flashpoint” to faculty, staff and students for their general information. Also, Counseling Service has published the Helping Students in Distress Handbook, which is available to the University community. In addition and upon request, Emergency Management and Safety, University Police and the Office of the General Counsel provide training on issues of overall safety, active shooter incidents, the Campus Violence Prevention Plan and the Emergency Management Plan.

6. The University maintains a team of staff members who are responsible for dealing with emergency response (as defined by the Emergency Management Plan). This team is called the Emergency Operations Team and is under the direction and guidance of the Emergency Management and Safety Department. Members of this team have completed the National Incident Management System (NIMS) and Incident Command System (ICS) training which encompasses the need for clear lines of communication when dealing with all hazard emergency situations and long term recovery efforts.

G. Mental Health:

1. In order to maintain ongoing communication and updates relating to incidents involving University students, the Conduct, Assessment, and Intervention Team (CAIT), which includes representatives from University Police, Office of the Vice Chancellor for Student Affairs, University Housing and Counseling Services, meets once a week in order to discuss, review, assess and determine whether incidents or events are potential threats or dangers to the University community. University Police currently have Crisis Intervention Training (CIT) Officers on staff who are trained to determine whether an individual should be involuntarily committed for an evaluation at a mental health facility and, if so, may commit the individual for initial assessment and evaluation.

2. In addition to the above, Illinois law provides for training of qualified University personnel in the early identification of mental health disorders and crisis management and requires in depth knowledge of the Illinois Mental Health and Developmental Disabilities Code. (See 405 ILCS 5/1 *et seq.*) (Effective June 1, 2008) This Code regulates the manner in which the involuntary commitment and treatment of an individual may be administered.

3. The University has created a Threat Assessment Team in order to review incidents and/or behaviors involving employees, students or visitors with regard to potential threats of violence or harm. (See page 4 for details.)

4. A series of support services are available for students. These include the Counseling Service which can be accessed 24 hours a day through a pager system coordinated with Housing staff and University Police. Students with disabilities are served through the ACCESS Office and are offered a variety of academic support services.

5. The Employee Assistance Program (EAP) is a free, voluntary and confidential counseling program for eligible State of Illinois employees and their covered dependents. When faced with a crisis, you may call the EAP toll-free at 866-659-3848 to speak with a professional counselor. The EAP provides immediate telephone-based crisis intervention and stabilization

services 24 hours a day, 365 days a year. For more information regarding the EAP, please view the Central Management Services [Employee Assistance Program](#) website.

H. Crime Prevention Programs:

1. Presentations on Crime Prevention: The University offers regular crime prevention-related programs and presentations to the campus community, either upon request or through orientation programs such as Springboard, in order to raise awareness of methods of violence prevention and safety promotion. These programs are generally provided by University Police and are offered to students and employees, and supplemented by educational materials. A Crime Prevention Specialist is employed by University Police.

2. Violence Prevention for University Housing: Violence prevention training is provided to both new and returning Residence Life Staff on topics ranging from civility to hostile intruder situations. Residence Life Staff attend an annual fall training retreat at which multiple topics are covered, including safety and violence prevention. In addition, ongoing training and staff meetings are conducted in order to remain current on housing-related security and safety incidents, updates and changes. Residence halls also contain panic buttons in certain locations to provide immediate notification to law enforcement in the event of an emergency.

3. Rape Aggression Defense ( R.A.D). Training: R.A.D System training is offered at no charge to students, faculty and staff. This is a 12-hour course of realistic self-defense tactics and techniques for women that cover assault prevention and risk reduction while progressing on to basic hands-on defense training. The class is taught by University Police officers who are certified under the R.A.D. System.

I. Facilities/Infrastructure Safety Measures: The University facilities and infrastructure are assessed on an annual basis to determine whether security and safety measures are in place to adequately address and respond to incidents of violence and/or threats to the campus community and whether modifications or enhancements of security and warning systems are necessary and reasonable. Some security and violence-preventive measures utilized by the University include but are not limited to:

1. Locking all buildings after hours, restricting access to authorized card holders, and training building service workers to be alert to unusual or suspicious persons in the buildings. (NOTE: Employees and students may request card access after hours if the Dean or Director formally supports the individual's request. Students must renew a request each semester.) The University encourages all campus community members to report any electrical or utility outages, locks, doorways or lighting in need of repair, and any other condition of buildings or facilities that require necessary repair, replacement and/or maintenance.
2. Maintaining a key control system, under which the University issues, records, tracks and updates the use of keys for building access for employees and students.
3. Monitoring surveillance systems which are installed across campus and record activity at certain locations on campus.
4. Maintaining alarm systems which provide for an immediate alarm and warning system upon an unauthorized intrusion or entry in certain buildings and areas on campus. This includes the installation of panic buttons in designated locations.



Alarm systems are connected to either the University Police and/or a private security firm.

J. Internal University Policies and Procedures: The following policies are in place in order to prevent, address and resolve issues of violence and safety at SIUE:

- Workplace Violence Policy
- Sexual Assault, Sexual Misconduct, and Relationship Violence Policy & Procedures
- Sexual Harassment Policy and Complaint Procedures
- Non-Discrimination Policy and Procedures
- Student Conduct Code
- Policy Governing Alcoholic Beverages at SIUE
- Workplace Drug Testing Policy and Procedure
- Emergency Management Plan
- Safety and Emergency Procedures
- Campus Threat Assessment Policy
- Contractor Safety Program
- Weapons Policy

K. Federal and State laws and regulations: The following Federal and State laws provide regulatory compliance with regard to issues of campus safety and violence at public institutions of higher education:

- The Federal Student Right to Know and Campus Security Act (Clery Act)
- Federal Safety and Drug Free Schools and Communities Act
- Federal Drug Free Workplace Act of 1988
- Higher Education Act of 1998
- Higher Education Opportunity Act (signed Aug. 14, 2008-deals with changes in fire safety; drug and alcohol incidents; and emergency communication systems)
- Uniform Crime Reporting (Both State and Federal)
- Federal and State Alcohol, Drug and Weapon Laws
- Illinois Campus Security Act
- Illinois Campus Security Enhancement Act
- Illinois Victims of Trafficking and Violence Prevention Act of 2000 (Sex Offender)
- Illinois Preventing Sexual Violence in Higher Education Act
- Illinois Education Sexual Assault Awareness Act
- Illinois Fire Sprinkler Dormitory Act
- Illinois Campus Demonstrations Act
- Illinois Meningitis Information Law
- Illinois Firearm Owners Identification Card Act
- Illinois Mental Health and Developmental Disabilities and Confidentiality Act
- Occupational Safety and Health Act
- Illinois Department of Labor Guidance
- U.S. Department of Education Title IX Sexual Violence Guidance
- Violence Against Women Act
- Title IX of the Education Amendments of 1972

L. Task Forces, Committees and Memberships: The following organizations, task forces and memberships are currently utilized by the University in order to remain current on issues of violence, campus safety and terrorism:

- Illinois Law Enforcement Alarm System
- Illinois Law Enforcement Alarm System's Mobile Field Force Team
- Illinois Higher Education Coalition for Alcohol and other Drug and Violence Prevention
- FBI's Anti-Terrorism Task Force
- U.S. Attorney's Law Enforcement Core Committee
- Madison County Third Judicial Family Violence Council-Law Enforcement Committee
- Illinois Association of Chiefs of Police Executive Board
- Southwestern Illinois Law Enforcement Commission ASSIST#14 Advisory Board
- SIUE Coordinated Community Care Response Team (C3RT)
- SIUE Workplace Safety Committee

M. Head Start Programs: The University currently operates Head Start programs through the ESLHEC as a part of the overall University educational mission. These programs provide early childhood education services at numerous locations throughout St. Clair County. As a part of the Federal mandate, the Head Start Centers are required to comply with safety precautions and regulations in order to prevent violence and protect the students. The Centers are progressing in monitoring access to each location, providing security systems, maintaining enhanced communications within each facility between staff and classrooms, providing adequate outdoor lighting and providing regular training to staff on emergency preparedness and safety measures.

N. Student Affairs: University Housing, administered by the Office of the Vice Chancellor for Student Affairs, trains professional and student staff in identifying and responding to emergency situations.

## **VII. Distribution of Plan:**

- A. The Campus Violence Prevention Committee periodically reviews all related documents to ensure they are updated and may add documents as necessary. SIUE uses the following information distribution strategies and venues:
1. Mandatory
    - a. Orientation information
    - b. Registration/welcome packets
    - c. New employee orientation
    - d. Links to websites
    - e. Mailings
  2. Optional
    - a. Workshops
    - b. Seminars



c. Promotional campaigns

**VIII. Approval and Revisions:** This Plan has been approved by the highest executive official at Southern Illinois University Edwardsville on behalf of the Board of Trustees of Southern Illinois University and in accordance with the University's approval and notification policies and procedures.

*Revised November 2018, Approved by Chancellor, November 19, 2018.  
Full Published Plan Draft February 3, 2010 – Revised April 1, 2014*