

# **MDT College of Health Sciences**

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## **MDT College of Health Sciences Annual Security Report Highland Heights and Chicago 2018**

Last updated: 09/2018

**Main Campus:**  
325 Alpha Park  
Highland Heights, Ohio 44143  
Phone: 440-573-0000 x3125  
Fax: 440-449-1389

**Non-Main Campus:**  
25 East Washington Street, Suite 200  
Chicago, Illinois 60602  
Phone: 312-214-2000 x3125  
Fax: 312-419-7421

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# MDT Geography

MDT College of Health Science maintains two separate campuses, one in Highland Heights, Ohio and one in Chicago, Illinois.

*Main Campus:*  
325 Alpha Park Drive  
Highland Heights, Ohio 44143  
Phone 440-573-0000 x3125  
Fax 440-449-1389

*Non-Main Campus:*  
25 East Washington, Suite 200  
Chicago, IL 60602  
Phone 312-214-2000 x3125  
Fax 312-419-7421

The college maintains one campus building at each location. The Highland Heights location consists of one building within an office park. This campus is defined as this building, and the surrounding public property is defined as the entirety of the office park. The Chicago location consists of one suite on the second floor of an office building. The campus is defined as the suite within the building, and the surrounding public property is defined as the remainder of the building, the alleyway adjacent to the school, and the street and sidewalk of East Washington street immediately adjacent to the building. A list of emergency contacts, contacts with local law enforcement, and procedure is maintained by the respective nursing program administrators. Crimes occurring on campus in Highland Heights should be reported to the Highland Heights police by dialing 911 or (440) 442-8825. Crimes occurring on campus in Chicago should be reported to Chicago Police by dialing 911 or (312) 744-5000; building security can also be reached at (312) 863-6200. This information is available in the emergency preparedness plan that is kept online as well as a hard copy in each nursing program administrator's office. This information is reviewed annually and updated immediately whenever a change occurs.

## Clery Act Notes on Geography

**On-Campus** — *means any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes.*

**Public Property** — *means all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.*

## Crime Statistics

Crime statistics are tracked and maintained by each respective nursing programs administrator. These statistics include Clery act crimes committed both on campus and on public property in the vicinity of campus. During monthly convocations, the respective nursing program administrators discuss and review the definitions of Clery act crimes and remind personnel of the reporting procedure. Information is updated yearly and is publically available online for each campus.

Crime statistics for the Highland Heights campus and surrounding public property: See Appendix A

Crime statistics for the Chicago campus and surrounding public property: See Appendix B

## **Campus Security Authorities**

Campus security is managed by the respective nursing program administrator at each campus. Campus security policy and roles are updated annually. In Chicago, additional security is provided by the 25 East Washington Building who employs Allied Barton Security as on-site security. An officer is stationed at the security desk 24 hours a day 7 days a week to monitor and answer questions.

25 East Washington security can be reached at (312) 863-6200. Students are encouraged to contact building security directly if needed. In a non-emergency situation, requests can be facilitated through the nursing program administrator.

Students, faculty, and staff are required to scan an ID badge to enter campus. These ID badges function from 8:00 AM through 10:00 PM Monday through Friday. If an ID badge is lost or stolen, one may request a new ID from the administrative assistant, who will verify the person's identity. Students, faculty, and staff are required to wear their ID badge while on campus. Visitors must check in at the front desk and will receive a visitor's badge they may use while on campus.

# Statistics from Local Law Enforcement Agencies

Statistics from local law enforcement agencies are collected and monitored by the respective nursing program administrators. This information is requested from law enforcement on an annual basis. Requests are made via email and all requests and responses are documented. Statistics involving crimes committed on campus or on public property in the vicinity is available to students, staff and the public on our website.

## Crime Log

In the event a crime is committed on campus, the respective nursing program administrators will update the crime log to include the nature of the crime, the date and time the crime occurred, the general location of the crime, and the disposition of the complaint, if known. All crimes are reported to the appropriate law enforcement authority. The crime log policy is updated annually. The respective campus crime logs are kept in the nursing program administrators' offices. In addition, the Chicago campus building security maintains a daily security log that is accessible by request by the nursing program administrator. This log contains all security incidents, whether or not criminal charges are logged. The log contains both Clery act and non-Clery act crimes. This daily security log is kept at the security desk. Students and other interested parties may request to view the daily crime log by contacting the nursing program administrator for that campus.

## Timely Warnings

The college strongly encourages any student or staff involved in an incident to report any crime to local law enforcement in order to distribute timely warnings or emergency notification. The respective nursing program administrators determine if and when timely warnings will be sent in the event of a crime that does not immediately threaten the safety of students or staff. If an event threatens the safety of those on campus, emergency procedures will be followed. A timely warning will be issued once all of the relevant facts have been obtained should any of the following crimes occur on campus or on public property immediately adjacent to campus: criminal homicide, sex offenses, robbery, aggravated assault, burglaries, hate crimes, persons with weapons with intent to use, threats of violent crime, situations where suspect is unknown, and any physical or sexual assault. Timely warnings are delivered to students, staff, and faculty via text message to those who have registered their phone number with our text messaging system and/or via email. The policy regarding timely warnings is updated annually and is maintained by the respective nursing program administrators.

## Emergency Response and Evacuation Procedures:

Emergency response procedures are maintained in the *Emergency Preparedness Plan* prepared by the respective nursing programs administrators each year. It includes proper responses for natural hazards, biological hazards, violence, hazards related to the building, and hazards related to the community. Emergency contact numbers for staff, security, and local law enforcement, and fire departments are listed within the *Emergency Preparedness Plan*. The

*Emergency Preparedness Plan* is available online for faculty and staff, and hard copies are available on each campus in the library and in the nursing program administrator's office. Evacuation instructions are posted in each classroom. In accordance with the annual review, the school performs an annual, unannounced test of the emergency response and evacuation procedures. In the event of an emergency on campus, alarms will sound alerting all faculty, students, and staff on campus. In addition, email notifications will go out to all members of the campus community and text messages will be delivered to those who have signed up for our text message alert system. On each campus, the nursing program administrator will confirm whether there is a significant emergency or dangerous situation. On the Chicago campus, the nursing program administrator may also be informed by the building and/or security manager for the 25 East Washington building. Alerts will be sent to all current members of the campus community including full time and part time students, staff, and faculty. Notifications will include the details of the emergency, particularly the nature of the emergency and the affected area. This notification will be sent as soon as possible, provided the notification will not compromise the efforts of first responders, law enforcement, the fire department, or other emergency personnel. In the event the nursing program administrator is not present or indisposed during an emergency situation, the notifications will be created and dispersed by the CEO of the respective college. In the event the emergency affects public property or the community at large, information will be given to law enforcement and emergency personnel who will alert the public. Chicago: MDT's Chicago campus is located within an office building in downtown Chicago. MDT will follow the building's response and evacuation procedures –

#### *Aircraft Crash/Collision and Structural Collapse*

- *Call 911*
- *Evacuate the building as for fire emergencies, following instructions given by emergency personnel.*

*Security will proceed to the emergency response entrance to provide direction to first responding firefighting units. Security will also proceed to the area of incident.*

#### *Biological/Chemical Hazards*

*If you discover a potential biological or chemical hazard:*

- *Call 911*

*Identify:*

- *Nature of emergency*
- *Emergency address (25 East Washington)*
- *Floor number*
- *Location on the floor, if possible*
- *NOTIFY BUILDING SECURITY AT (312) 863-6200*

#### *Bomb Threat*

*If you receive a bomb threat:*

- *Remain calm*
- *Try to obtain as much information as possible*
- *Call 911. Notify Security at (312) 863-6200. Security will proceed to the emergency response entrance of the building to provide direction to first responding rescue personnel.*

- *Inspect your own work area, but do not touch or move any suspicious objects*
- *Wait for instructions*
- *Do not use hand held radios*
- *Do not discuss the call with anyone else*

*Bomb Threat Checklist:*

- *Date*
- *Time of call (a.m. /p.m.)*
- *Caller I.D. number*
- *Exact location of the device*
- *Time set for explosion (a.m. /p.m.)*
- *Description of the device*
- *Reason the caller has placed the bomb*
- *Exact words used by the caller*
- *Call received by*
- *Immediate action after call*
- *Notify the Police Department. Call 911*
- *Notify the Building's Management Office at (312) 863-6200.*

*Civil Disturbance*

- *Call 911 or Security at (312) 863-6200 and follow instructions. Security will coordinate efforts with the local authorities. Do not evacuate the building unless instructed to do so.*

*Crime*

*If you witness or are aware of a crime or criminal act:*

- *Call 911 and Security at (312) 863-6200.*
- *Security will respond, as necessary, to the incident.*

*Security will proceed to the building emergency response entrance to provide direction to Police.*

*Elevator Malfunction*

*If you are in the elevator and it stops for no apparent reason, remember to remain calm. Pressing the emergency button within the cab will alert Building Management that the elevator is malfunctioning. Please identify the cab number, and so too, the specific floor on which it is stuck. The Guard will establish two-way communication with elevators occupants until help has arrived.*

***IN THE EVENT OF A FIRE, ELEVATORS MUST NOT BE USED FOR EVACUATION. USE THE STAIRWELLS.***

*Fire and Life Safety*

*Fire Prevention*

- *Do not accumulate quantities of discarded files or other paper trash in your office or storage area. Pay special attention to housekeeping in those departments that produce quantities of debris, such as duplication machines, mailing and receiving rooms.*
- *Do not store large quantities of flammable solvents, duplicating fluids, or other combustible fluids.*
- *Keep electrical appliances in good repair. Report unsafe conditions to the building office.*

- *When furnishing an office, consider the fire potential of materials used in large amounts, like overstuffed chairs, settees, couches or anything that could become a combustible item. Such furnishings should be flame-proofed.*
- *Where potential for fire is especially high, such as supply rooms, tenants may wish to consider installing additional fire extinguishers.*

#### *Stairwell Re-entry*

*For the safety of our Tenants, and in accordance with the City of Chicago Ordinance 13-196-084, we have implemented a failsafe electronic lock release system that can be activated both manually, by building management or firefighting personnel, and automatically either by smoke detectors or sprinkler devices and is connected to an annunciator panel.*

*This failsafe lock release system requires the stairwell doors to be locked at all times, and restricts re-entry from floors 2-21. If for some reason you or your clients enter the stairwell on any of these floor, you/they will not be able to re-enter until the 1st floor.*

*While stairwell signage will display clear re-entry instructions, it is important that you inform your clients of this fire, life, safety measure.*

#### *Power Failure*

*In the event of a power failure:*

- *Remain at your workstation or present location. Emergency lighting will activate automatically following main power failure.*
- *Follow instructions given by security or by emergency personnel.*

#### *Do not Severe Weather*

*When severe weather conditions become apparent, the U.S. Weather Bureau describes conditions by two (2) classifications, a Watch or a Warning. This applies to the reporting of severe thunderstorms, the approach of weather conditions favoring the formation of tornadoes, a hurricane condition, a winter storm condition, etc. A Watch becomes effective when atmospheric conditions are present that can produce the particular weather phenomenon. A Warning means that the weather condition has been spotted and prompt action must be taken to enhance safety.*

*Except in very rare circumstances, the decision to evacuate the building based on the above weather reports will not be made by Building Management, but rather by each Tenant Company. However, in the event these conditions do exist, the following guidelines should be adhered to:*

- *Move away from outside windows. If the windows in your offices are supplied with blinds, close the blinds (this will provide protection from broken glass).*
- *Do not panic.*
- *If evacuated, lock all desk drawers and take all items of value with you.*
- *If evacuated, use a route that is in the building interior and stay away from large expanses of glass and windows.*
- *Use the stairwells rather than the elevators.*
- *If evacuated, do not return to your office until advised to do so. evacuate the building unless instructed to do so.*



### *Suspicious Mail*

*Report suspicious packages or mail to Security. Do not attempt to move, open, handle, or smell the package. Suspicious packages or mail may include those with an illegible, unknown or no return address; an extraordinary amount of postage; protruding wires; excessive tape or string; unbalanced contents, stains or discoloration; an unusual odor; or an unexpected package.*

*If the package has been opened and identified as being a threat, call 911 and Security at (312) 863-6200.*

### *Suspicious Persons*

*Report any suspicious or disorderly individuals to Security at (312) 863-6200.*

*Suspicious persons should be reported to your supervisor or Security. This may include persons wandering about your space that may not belong there or persons who stare or continually watch or follow others. Do not approach the individual; call your supervisor or Security.*

*Solicitation is not permitted in the building. Any individuals who enter your office for this purpose should be reported immediately to Security at (312) 863-6200.*

### *Toxic Hazards*

*If there is a toxic spill or exposure, proceed immediately to an area where you are no longer exposed. Call 911. Provide the building's address, your floor and phone number, and also what type of spill has occurred. Take appropriate action to contain the hazard; close doors behind you, and always follow all safety procedures when working with toxic materials.*

### *Window Damage, Water Leaks, HVAC System Failure*

- *Call Security at (312) 863-6200.*
- *Engineering personnel will proceed to area for determination of further actions.*

## **Emergency Contacts**

### Primary Contact

- Yelena Bykov, 440-668-6585

### Secondary Contact

- Annette Reisner-Cleveland Campus, 440-449-1700
- Wanda Robertson-Chicago Campus, 312-214-2000

### Insurance Provider

- Lakeshore Insurance

## **Emergency Notification Systems**

The city of Highland Heights Ohio has implemented a Reverse 911 system referred to as Code Red. In the event that a situation occurs outside of the premises that will impact our institution, we will receive a telephone call via this system. We have listed the main telephone number for the main campus as

440-449-1700 that will ring at the front desk. We have also listed our nursing programs administrator's cellular phone number to receive that reverse 911 call.

In the event that we have an incident on site that requires immediate response, we will also call 911. The call would result in both the fire department and the police responding to that call.

In the event of a life-threatening emergency, 911 will be called, followed by building management. In the event of a building wide event, an alarm will sound, alerting everyone in the vicinity that evacuation is necessary. Students not on campus will be notified that campus is closed via email.

### **Evacuation Plan Notices**

As a result of a school emergency, the primary or secondary emergency contact, and facilities manager will make a decision about when, and what emergency response actions should be taken. The decision is weighed carefully against all presenting variables. The emergency contact will give the evacuation / relocation directive when the conditions outside the school are safer than inside. This could be a result of fire in the school building, chemical accident in the building, explosion, or threat of explosion, or any other incident that might place students or school staff in danger, or render the building unsafe.

- **We have marked all exits with lighted EXIT signs**
- **Developed building and site maps**
- **Marked those maps to indicate the nearest exit, and**
- **Posted them in all central locations**

## **EVACUATIONS**

### **Evacuation**

- Remain Calm
- Follow Directions
- Use Stairwells
- DO NOT Use Elevators

Remove high-heeled shoes when using the stairs, if necessary.

**NOTIFY BUILDING SECURITY (312) 863-6200 OF ANY DISABLED PERSONS REQUIRING ASSISTANCE.**

Disabled individuals should be escorted to the elevator lobby or exit stair landing, where emergency personnel will assist them with evacuation.

During an evacuation, you should also:

- Discontinue telephone conversations. Immediately proceed to evacuate, carrying your wallet or purse with only if there is immediate access to such items. Do not return for other personal possessions.
- Report to your designated post or assignment area if you are a part of the Emergency Response Team.
- Check doors for heat before opening. If a door is hot, seek an alternate route.
- Close all doors behind you.
- Proceed to your designated meeting area.
- Act calmly, quietly and courteously.

### **Fire**

**If you notice a fire:**

- CALL 911

Identify:

- Nature of emergency
- Emergency Address (25 East Washington)
- Floor Number
- Location on the floor, if possible
- CALL SECURITY AT (312) 863-6200

Identify:

- Floor Number
- Your Name
- Location on the floor, if possible

If you smell smoke, call Security even if a fire is not evident. Inform others in the immediate area.

Evacuate the area if the fire cannot be extinguished with a fire extinguisher. Close doors if possible.

**USE STAIRWELLS-** do not use elevators. Remain calm, listen and follow directions carefully.

Disabled persons should be escorted to the elevator lobby or exit stair where emergency personnel will assist them with evacuation.

### **How to Use a Fire Extinguisher**

Remember the word **P.A.S.S.**

- P - Pull the pin without squeezing the handles together.
- A - Aim at the base of the flames and stand approximately 10 feet away.
- S - Squeeze the handles together; do not release until fire is completely extinguished.

S - Sweep from edge to edge of the area on fire. Always keep your back to an exit to avoid being trapped

## **Shut Down Plan**

### **Code Blue**

In the event that there is a need to shut down the facility due to violence or a weapon on site, every faculty member, staff member, and administrator will receive a “Code Blue” text message on his/her cellular phone, pager, and email address. “Code Blue” means lock the door, seal the room, and stay inside until notified.

## **SHELTER IN PLACE**

### **Code Yellow**

If we must take shelter due to a tornado or storm warning that we have received, every faculty member, staff member, and administrator will receive a “Code Yellow” text message on his/her cellular phone, pager, and email address. “Code Yellow” means take shelter inside this facility.

Weather emergencies such as a tornado require taking shelter in side the building. The places that have been identified as the most secure for such emergencies are those parts of the building with no windows or immediate access to the outside. They are:

- the administrative hallway housing the nursing programs administrator, the accountant, and financial aid offices
- the lobby area

### **Critical Operations and Records**

#### **Recovery Plan**

Human Resources  
Financial Transactions  
Computer Systems  
Paper Records  
Academic Records

## **Policy Statements**

Campus Access Policy

Staff are on campus from 8:00 AM to 10:00 PM every day. At the Chicago location, building security staff is available 24 hours a day, 7 days a week.

Students, faculty, and staff must scan in using an ID badge with a current photo to access the campus. Students ID badges function from 8:00 am to 10:00 pm Monday through Friday. Full-time faculty and staff ID badges grant access for 24 hours a day, 7 days a week.

## **Law Enforcement Policy**

Campus Security's jurisdiction is the MDT campus at each location. In Chicago, any criminal activity falls within the jurisdiction of the Chicago Police Department, and all crimes on campus or in the immediate vicinity will be reported to the Chicago Police Department. In Highland Hights, any criminal activity falls within the jurisdiction of the Highland Heights Police department, and all crimes on campus or in the immediate vicinity will be reported to the Highland Heights police department.

MDT Campus security and building security will cooperate with local law enforcement in the investigation of criminal offenses involving members of our campus community or occurring on or near our campuses. Upon written request, the college will disclose to the victim of a violent crime or non-f forcible sex offense our own disciplinary proceedings against a student alleged to have committed the crime.

## **Counseling**

Students needing help in their personal or professional lives may seek counseling. Assistance in finding appropriate resources may be provided by members of the faculty or the Programs Administrator by requesting a conference to discuss the problem. For academic difficulty conferences are to be held with the faculty/teaching assistant and student as soon as the student's grade falls below 80% in any subject. These conferences are to help the student explore various study strategies to improve grades. Treatment-Centers.net is a public benefit addiction treatment resource organization dedicated to helping addicts and alcoholics recover from the devastating effects of drug addiction, alcoholism, dual diagnosis, eating disorders and cooccurring disorders. They offer a comprehensive directory of drug treatment centers, alcohol rehab programs, and drug rehabilitation centers, dual diagnosis treatment programs, and recovery centers for eating disorders and other substance abuse related disorders. Please call 1-877-335-HOPE (4673) for assistance in finding treatment centers.

## **Campus security procedures**

Information regarding campus security procedures is delivered during new student orientation. Students are given information about what to do if and when a crime occurs on or off campus. They are also instructed on best practices for campus security, such as not allowing a person without ID to follow them through the campus doors.

Faculty and staff receive Campus Security Obligations Under Federal Law Training provided by EAP and developed by the Labor, Employment, and Employee Benefits Law Group of the law firm of Sheehan, Phinney, Bass, & Green PA.

## Drug and Alcohol Abuse

Students may be selected for random drug testing at anytime. No students under the influence of alcohol or other drugs will be allowed to attend class, remain at the College facility, or attend clinical. Drug or alcohol use in class, clinical or lab is subject to blood or urine testing at that time.

Reasons to suspect chemical substance abuse include, but are not limited to:

- 1) Noticeable change in behavior
- 2) Slurred speech
- 3) Smell of ethanol on breath

**The Nursing Programs have a zero-tolerance policy for drug and alcohol abuse.** Any student testing positive for drugs or alcohol will be dismissed from the program immediately. Students taking controlled medications that are prescribed for a legitimate reason must provide documentation for it from the health care provider within five days. Failure to comply with this will indicate a positive finding for the drug screening with subsequent dismissal from the program. Any unlawful possession, use, or distribution of illicit drugs or alcohol, whether by students or employees, will be reported to the local police department. The student is responsible for any legal penalties resulting from the possession or distribution of illicit drugs including confiscation of personal possessions, fines, and incarceration.

All students are required to complete a background check prior to enrollment. The student handbook describes the types of crimes that will likely preclude students from earning licensure and thus precludes them from study at the college. It also mentions that students are required to inform the college of any and all crimes with which they are charged while enrolled at the college and describes the consequences for failing to do so.

## Background Checks and Convictions

The College will terminate a student if he/she meets any one or more of the following criteria:

- I. The individual has been convicted of or pleaded guilty to any crime identified as an automatic bar to licensure by the Ohio Board of Nursing or the individual has been convicted of or pleaded guilty to any crime identified as a considering factor in determining a Refusal to Issue a Nurse License Based on Criminal History Record of the Nurse Practice Act in the Illinois Administrative Code for Chicago students.
- II. The individual is a "Repeat Offender," defined as "a person who has been convicted of or pleaded guilty to offenses including, but not limited to, those listed below in Section III in two or more separate criminal actions.

Please note that repeat offenses in any capacity will be reviewed on a case-by-case basis and may prevent admission into the nursing program.

III. The individual has been convicted of or pleaded guilty to any of the following ten years ago or sooner:

- a. Any sexually oriented offense
- b. Failing to provide for a functionally impaired person
- c. Child endangerment
- d. Patient abuse or neglect
- e. Domestic abuse
- f. Assault
- g. Carrying concealed weapon
- h. Improperly discharging firearm
- i. Possession of or trafficking of drugs
- j. Illegal manufacture of drugs or cultivation of marijuana
- k. Placing harmful objects in food or confection
- l. Any theft related offense, including receiving stolen property

Please note that the State Board of Nursing does not have the authority to make a determination or adjudication until an application has been filed. Further, the State Board of Nursing is unable to advise, speculate, or give informal answers regarding licensure prior to the time that the application is filed. Admission or graduation from the nursing program does not guarantee obtaining a license to practice nursing. Licensure requirements and the subsequent procedures are the exclusive right and responsibility of State Board of Nursing. (See also: Legal Limitations for Nurse Licensure).

In the event of known noncompliance to this request, students may be immediately dismissed from the program.

Students receive information to promote awareness and prevention of drug and alcohol abuse, including underage drinking, in their success seminar course. All students take this required course in their first semester at the college. Faculty and staff are able to take Promoting a Substance-free Workplace online training through ENI developed by the Labor & Employment Law Group of the law firm of Baker, Donelson, Bearman, Caldwell & Berkowitz, PC.

### **Dating Violence, Domestic Violence, Sexual Assault and Stalking**

MDT is devoted to creating a safe, productive learning environment for its students, faculty, and staff. The college works toward this goal by facilitating programs to promote the awareness and prevention, including risk reduction, of dating violence, domestic violence, sexual assault and stalking. As part of these awareness and prevention programs, techniques for safe, effective bystander intervention are discussed and encouraged.

### **Educational programs, prevention and awareness programs**

Students receive information that promotes the awareness and prevention of dating violence, domestic violence, sexual assault, and stalking in their Success Seminar course. Every student is required to take this course in his or her first semester at the college. Faculty and staff receive the same information through mandatory in-service presentations

The Violence Against Women Act of March 2013 (VAWA) defines **domestic violence** as “crimes of violence committed by a current/former spouse of the victim; person with whom the victim shares a child in common; person who is cohabitating with or has cohabitated with the victim as a spouse; or a person similarly situated to a spouse of the victim. VAWA defines **dating violence** as “violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.” The Clery Act defines **sexual assault** as “Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.” VAWA defines **stalking** as, “Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his/her safety or the safety of others; or suffer substantial emotional distress.”

*SOURCE: Chapter 3 of The Handbook for Campus Safety and Security Reporting (the “Clery Handbook”) published by the U.S. Department of Education, Office of Postsecondary Education, Washington, D.C., 2011, <https://www2.ed.gov/admins/lead/safety/handbook.pdf>. The definitions of dating violence, domestic violence, and stalking are based on the definitions cited in the Violence Against Women Act of March 2013 which were also retrieved from the “Clery Handbook”.*

Ohio does not specifically define “consent.” However, submission to sexual conduct as a result of fear may be sufficient in proving lack of consent as physical force or threat of physical force need not be shown to prove rape, merely the overcoming of the victim's will by fear or duress. In re Adams (Ohio Ct.Cl. 1990) 61 Ohio Misc.2d 571, 575, 580 N.E.2d 861, 863.

No person shall engage in sexual conduct with another if for the purpose of preventing resistance, the offender substantially impairs the other person's judgment or control by administering any drug, intoxicant, or controlled substance to the other person surreptitiously or by force, threat of force, or deception. Ohio Rev. Code Ann. § 2907.02.

“**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. 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. 720 ILCS 5/11-1.70.

A person commits a sex crime if that person knows that the victim is unable to understand the nature of the act or is unable to give knowing consent. 720 ILCS 5/11-1.20; 720 ILCS 5/11-1.50.

In addition, the crime and punishment is more severe if the accused delivers (by injection, inhalation, ingestion, transfer of possession, or any other means) any controlled substance to the victim without the victim's consent or by threat or deception for other than medical purposes. 720 ILCS 5/11-1.30; 720 ILCS 5/11-1.60.

Source: Rape, Abuse & Incest National Network (RAINN.org)

In the case a student is the victim of dating violence, domestic violence, sexual assault, or stalking, the student is encouraged to request medical-legal evidence be collected. In these cases, collection also means interaction with the police and the filing of a police report. Collecting evidence in a timely manner is essential should the victim decide to pursue criminal prosecution or civil action against the assailant. Local law enforcement should be contacted immediately in these situations. If the incident occurs on campus, campus security should also be alerted immediately. Campus security is available to help victims in notifying law enforcement should the victim choose to do so; however, campus authorities will also honor a victim's decision to not contact law enforcement. If any member of the campus community has an order of protection, "no contact" order, restraining order, or similar, such an order should be delivered to campus security so that the person against which the order protects will be prohibited from entering campus and will be removed if seen.

Consistent with the obligations of FERPA and the Clery Act, the college may disclose the result of disciplinary actions as follows:

Victims of an Alleged Sex-Based Offense:

The accuser and the accused will each be informed of the result of each stage of the investigation and institutional proceedings accompanying the investigation. Both parties will also be informed of any appeal proceedings.

Victims of an Alleged Perpetrator of a Crime of Violence:

Should the victim of an alleged perpetrator of an alleged violent crime request information, the victim will be informed of the final results of any institutional disciplinary proceeding.

All Others:

If a student is accused of being the perpetrator of a violent crime or non-forcible sex offense and has been found in violation of the student handbook, the college may release the student's name, the violation, and the final results of any disciplinary action.

All public records regarding crime statistics will not include personal identifying information about the victim.

Any and all accommodations and/or protective measures provided to the victim of a crime will be confidential, so long as such confidentiality will not impair the ability to provide such accommodations and/or protective measures.

The college will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available for victims, both within the institution and in the community. The college will also provide victims with written notifications about options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures. The college will make such accommodations and provide such protective measures if the victim requests them and if they are reasonable available, regardless of whether the victim reports the crime to local law enforcement.

In the event of that a student is alleged of dating violence, domestic violence, sexual assault or stalking, such a crime would be a clear violation of the college's code of required conduct, and the student would be subject to the consequences of said violation. According to the college's student handbook – "A student may be immediately dismissed from school for the following: 1) Being under the influence of alcohol and/or illegal drugs while on the school premises or in clinical. 2) Engaging in sexual harassment or sexual assault. 3) Falsification of documentation 4) Bullying and Harassment." Should the state determine there is enough evidence to charge the student, the college will honor that standard of evidence and the student will be terminated from the program.

In the event that no formal charges are brought against the accused, the college will conduct its own investigation. This investigation will take into account statements from the victim, the accused, and any relevant witnesses should any of the preceding choose to give statements. The determination of guilt will be made by representatives from the college who have received training on issues related to dating violence, domestic violence, sexual assault and stalking, as well as how to protect the safety and anonymity of the victim and alleged perpetrator. The results of any investigation and/or disciplinary proceeding will be delivered in writing simultaneously to both the victim and the alleged perpetrator.

Initial decisions can be appealed by contacting the committee for appeals and student grievances. Should one party appeal the college's initial decision, the other party will be notified immediately. Each party will be notified simultaneously of the appeal committee's decision, whether the initial decision is upheld or changed.

# **Appendix**

## **A. Cleveland Main Campus Safety and Security Survey (Crime Statistics)**

## **B. Chicago Non-Main Campus Safety and Security Survey (Crime Statistics)**

# 2018 Campus Safety and Security Survey

Institution: Main Campus (439455001)  
User ID: C4394551

## Screening Questions

Please answer these questions carefully. The answers you provide will determine which screens you will be asked to complete for this data collection.

1. Does your institution provide On-campus Student Housing Facilities?

No.

Yes. (If Yes is selected, you must enter the number of student housing facilities below and enter Fire Statistics for each facility.)

Number of On-campus Student Housing Facilities:

2. Does your institution have any noncampus buildings or properties?

Yes

No

3. Have you combined statistics that you received from the local or state police with your institution statistics for this report? If you answer No to this question, you will be asked to provide the data you received from the local and state police separately.

Yes. Local and/or state law enforcement agencies provided us with statistics that we are combining with statistics collected by our campus security authorities.

No. We are not combining the statistics because we cannot determine whether the statistics we obtained from local and/or state law enforcement agencies are for on-campus incidents or public property incidents.

Not available. We cannot determine if the statistics we obtained from local and/or state law enforcement agencies are for our Clery geography.

Not available. We made a good-faith effort to obtain statistics from local and/or state law enforcement agencies, but the agencies did not comply with our request.

## Criminal Offenses - On campus

For each of the following criminal offenses, enter the number reported to have occurred On Campus.

Criminal offense	Total occurrences On campus		
	2015	2016	2017
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0
c. <u>Rape</u>	0	0	0
d. <u>Fondling</u>	0	0	0
e. <u>Incest</u>	0	0	0
f. <u>Statutory rape</u>	0	0	0
g. <u>Robbery</u>	0	0	0
h. <u>Aggravated assault</u>	0	0	0
i. <u>Burglary</u>	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0
k. <u>Arson</u>	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Criminal Offenses - Public Property

For each of the following criminal offenses, enter the number reported to have occurred on Public Property.

Criminal offense	Total occurrences on Public Property		
	2015	2016	2017
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0
c. <u>Rape</u>	0	0	0
d. <u>Fondling</u>	0	0	0
e. <u>Incest</u>	0	0	0
f. <u>Statutory rape</u>	0	0	0
g. <u>Robbery</u>	0	0	0
h. <u>Aggravated assault</u>	0	0	0
i. <u>Burglary</u>	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0
k. <u>Arson</u>	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."





i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format:  
"For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."



h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	Total occurrences On Campus		
	2015	2016	2017
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	0

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurrences on Public Property		
	2015	2016	2017
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	0

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Arrests - On campus

Enter the number of Arrests for each of the following crimes that occurred On Campus.

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of Arrests		
	2015	2016	2017
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:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Arrests - Public Property

Enter the number of Arrests for each of the following crimes that occurred on Public Property.

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of Arrests		
	2015	2016	2017
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:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Disciplinary Actions - On Campus

Enter the number of persons referred for disciplinary action for crimes that occurred On Campus for each of the following categories.

**Do not include disciplinary actions that were strictly for school policy violations.**

**If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.**

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of persons referred for Disciplinary Action		
	2015	2016	2017
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:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."



## Disciplinary Actions - Public Property

Enter the number of persons referred for disciplinary action for crimes that occurred on Public Property for each of the following categories.

**Do not include disciplinary actions that were strictly for school policy violations.**

**If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.**

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of persons referred for Disciplinary Action		
	2015	2016	2017
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:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Unfounded Crimes

Of those crimes that occurred On Campus, in On-campus Student Housing Facilities, on or in Noncampus property or buildings, and on Public Property, enter the number of crimes that were unfounded.

The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded". Only sworn or commissioned law enforcement personnel may unfound a crime.

Count unfounded crimes in the year in which they were originally reported.

	Number		
	2015	2016	2017
a. <u>Total unfounded crimes</u>	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# 2018 Campus Safety and Security Survey

Institution: Chicago Campus (439455002)  
User ID: C4394551

## Screening Questions

Please answer these questions carefully. The answers you provide will determine which screens you will be asked to complete for this data collection.

1. Does your institution provide On-campus Student Housing Facilities?

- No.
- Yes. (If Yes is selected, you must enter the number of student housing facilities below and enter Fire Statistics for each facility.)

Number of On-campus Student Housing Facilities:

2. Does your institution have any noncampus buildings or properties?

- Yes
- No

3. Have you combined statistics that you received from the local or state police with your institution statistics for this report? If you answer No to this question, you will be asked to provide the data you received from the local and state police separately.

- Yes. Local and/or state law enforcement agencies provided us with statistics that we are combining with statistics collected by our campus security authorities.
- No. We are not combining the statistics because we cannot determine whether the statistics we obtained from local and/or state law enforcement agencies are for on-campus incidents or public property incidents.
- Not available. We cannot determine if the statistics we obtained from local and/or state law enforcement agencies are for our Clery geography.
- Not available. We made a good-faith effort to obtain statistics from local and/or state law enforcement agencies, but the agencies did not comply with our request.

## Criminal Offenses - On campus

For each of the following criminal offenses, enter the number reported to have occurred On Campus.

Criminal offense	Total occurrences On campus		
	2015	2016	2017
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0
c. <u>Rape</u>	0	0	0
d. <u>Fondling</u>	0	0	0
e. <u>Incest</u>	0	0	0
f. <u>Statutory rape</u>	0	0	0
g. <u>Robbery</u>	0	0	0
h. <u>Aggravated assault</u>	0	0	1
i. <u>Burglary</u>	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0
k. <u>Arson</u>	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Criminal Offenses - Public Property

For each of the following criminal offenses, enter the number reported to have occurred on Public Property.

Criminal offense	Total occurrences on Public Property		
	2015	2016	2017
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0
c. <u>Rape</u>	0	0	0
d. <u>Fondling</u>	1	1	0
e. <u>Incest</u>	0	0	0
f. <u>Statutory rape</u>	0	0	0
g. <u>Robbery</u>	2	4	1
h. <u>Aggravated assault</u>	1	2	0
i. <u>Burglary</u>	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	1	0
k. <u>Arson</u>	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."



i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format:  
 "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."





h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	Total occurrences On Campus		
	2015	2016	2017
a. <u>Domestic violence</u>	0	0	1
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurrences on Public Property		
	2015	2016	2017
a. <u>Domestic violence</u>	1	3	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	1	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Arrests - On campus

Enter the number of Arrests for each of the following crimes that occurred On Campus.

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of Arrests		
	2015	2016	2017
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:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Arrests - Public Property

Enter the number of Arrests for each of the following crimes that occurred on Public Property.

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of Arrests		
	2015	2016	2017
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	2	4	0
c. <u>Liquor law violations</u>	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Disciplinary Actions - On Campus

Enter the number of persons referred for disciplinary action for crimes that occurred On Campus for each of the following categories.

**Do not include disciplinary actions that were strictly for school policy violations.**

**If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.**

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of persons referred for Disciplinary Action		
	2015	2016	2017
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:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Disciplinary Actions - Public Property

Enter the number of persons referred for disciplinary action for crimes that occurred on Public Property for each of the following categories.

**Do not include disciplinary actions that were strictly for school policy violations.**

**If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.**

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of persons referred for Disciplinary Action		
	2015	2016	2017
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:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Unfounded Crimes

Of those crimes that occurred On Campus, in On-campus Student Housing Facilities, on or in Noncampus property or buildings, and on Public Property, enter the number of crimes that were unfounded.

The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded". Only sworn or commissioned law enforcement personnel may unfound a crime.

Count unfounded crimes in the year in which they were originally reported.

	Number		
	2015	2016	2017
a. <u>Total unfounded crimes</u>	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."