

**CHICAGO STATE UNIVERSITY
CAMPUS VIOLENCE PREVENTION PLAN**



**CHICAGO STATE UNIVERSITY
CAMPUS VIOLENCE PREVENTION COMMITTEE
9501 S. King Drive, CRSU 190
Chicago, IL 60628
(773) 995 – 2383**

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FOREWORD

The Campus Violence Prevention Plan is the fundamental tool for implementing the commitment to the safety and security of its students, faculty, staff, and visitors. This Prevention Plan, as enumerated herein, specifically addresses the university's position on the prevention, reduction, and response to violence.

CSU does not tolerate acts or threats of violence committed by or against faculty, students, staff, visitors, or other third parties on university owned, controlled or leased properties. Effective management strategies will be employed to prevent campus violence, to reduce the effects of violence on victims, and to impose consequences upon those who threaten or perpetrate violence. University staff, faculty, students and visitors are strongly encouraged to report violent and/or threatening behavior and they are not to be subjected to any acts of retaliation for reporting their concerns.

PRESIDENT'S SIGNATURE PAGE

Campus Violence Prevention Plan

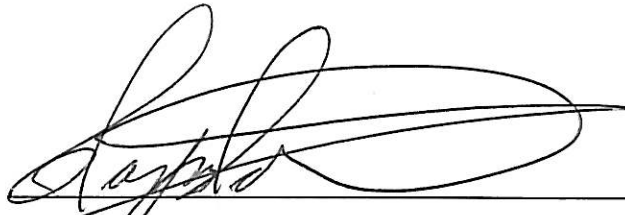
Approval and Promulgation

Chicago State University (CSU) is a public, comprehensive university that provides access to higher education for all students, including those who are academically underprepared and economically disadvantaged. The university fosters the intellectual development of a diverse student population through a rigorous, positive, and transformative educational experience. CSU is committed to teaching, research, service, and community development including social justice, leadership and entrepreneurship.

I am pleased to provide the Chicago State University community with this violence prevention plan.

The violence prevention program and associated plans shall be reviewed at least annually and updated as necessary. Training and exercises shall be conducted periodically to ensure that those who have a role in the plan are competent to fulfill that role in the prevention of and response to campus violence.

Approved: _____



Wayne T. Watson, Ph.D.
President

Date:

5/12/11

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REGISTER OF CHANGES AND CHANGE DATES

Page Number	Date of Change	Date Entered	Changes Made By (Signature)

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DISTRIBUTION LIST

Department	Number of Copies

Basic Plan

I. Introduction

Chicago State University (CSU) is committed to the safety and security of its students, faculty, staff, and visitors. This commitment, as enumerated herein, specifically addresses the university's position on the prevention, reduction, and response to violence. In implementing this commitment, the university is guided by the policies, regulations, and statutes listed below. CSU does not tolerate acts or threats of violence committed by or against students, faculty, staff, visitors, or other third parties on university owned, controlled or leased properties. Effective management strategies will be employed to prevent campus violence, to reduce the effects of violence on victims, and to impose consequences upon those who threaten or perpetrate violence. University staff, faculty, students and visitors are strongly encouraged to report violent and/or threatening behavior and they are not to be subjected to any acts of retaliation for reporting their concerns.

A. Related Policies/Laws

1. CSU Institutional Policy Manual
2. Illinois Criminal Code (720 ILCS 5/1) Criminal Code of 1961
3. The Campus Security Enhancement Act of 2008 (110 ILCS 12) – Part 305 All Hazards Campus Emergency Plan and Violence Prevention Plan
4. CSU Faculty Contract 2006-2010
5. CSU Faculty Handbook
6. CSU Human Resources Policy Manual
7. CSU Student Code of Conduct
8. CSU Sexual Harassment Policy
9. Sexual Assault -- Illinois Criminal Code (720 ILCS 5/12-13) (from Ch. 38, par 12-13)
10. Campus Sexual Assault Victim's Bill of Rights (1992) (Higher Education Amendments of 1992 Public Law: 102-325, section 486(c))
11. Illinois Mental Health and Developmental Disabilities Mental Health Code (405 ILCS 5/)
12. Illinois Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/)
13. Clery Campus Security Act (Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act-1998)
14. Campus Sex Crimes Prevention Act of 2000 (CSCPA) - Title IX
15. Dear Colleague Letter (Department of Education), details the protocol schools and universities must follow under Title IX (issued April 5, 2011)

B. Possession of Weapons

University students, faculty, staff, visitors or other third parties are prohibited from carrying, maintaining or storing a firearm or weapon in any university facility, even if the owner has a valid permit, if it is not required by the individual's job, or in accordance with the relevant university policies and state statutes. Any person who is reported or discovered to possess a firearm(s) or weapon(s) on university property will be subject to disciplinary action, arrest and prosecution.

C. Prohibited Conduct and Sanctions

According to the World Health Organization Report on Violence and Health (WHO, 2002) violence is defined as **"the intentional use of physical force or power, threatened or actual, against oneself, another person, or against a group or community, that either results in or has a high likelihood of resulting in injury, death, psychological harm, maldevelopment, or deprivation."** The World Health Organization Report on Violence and Health also presents a typology of violence that distinguishes four modes in which violence may be inflicted: physical; sexual; psychological attack; and deprivation. It

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further divides the general definition of violence into three sub-types according to the victim-perpetrator relationship.

1. **Self-directed violence** refers to violence in which the perpetrator and the victim are the same individual and is subdivided into *self-abuse* and *suicide*.
2. **Interpersonal violence** refers to violence between individuals, and is subdivided into *family and intimate partner violence* and *community violence*. The former category includes child maltreatment; intimate partner violence; and elder abuse, while the latter is broken down into *acquaintance* and *stranger* violence and includes youth violence; assault by strangers; violence related to property crimes; and violence in workplaces and other institutions.
3. **Collective violence** refers to violence committed by larger groups of individuals and can be subdivided into social, political and economic violence.
4. Hence, prohibited conduct at CSU includes, but is not limited to:
 - a. Physical injury or threat of physical injury to self or others;
 - b. Attacks on faculty or staff;
 - c. Verbal or physical behavior that creates reasonable fear of a person receiving an injury;
 - d. Verbal or physical behavior that subjects an individual(s) to significant emotional distress;
 - e. Hate crimes, homophobic harassment/intimidation and/or threatening or violent behavior (actual or perceived) based on race, ethnicity, religion, gender, sexual orientation, or other protected status;
 - f. Defacing or damaging property or threatening to do so;
 - g. Sexual assault, stalking, dating or domestic violence or sexual harassment;
 - h. Hazing;
 - i. Brandishing a weapon or firearm;
 - j. Arson, and,
 - k. Retaliating against any individual who, in good faith, reports a violation of these guidelines.

Verbal behavior refers to use of any method of communication; including e-mail, comments posted on websites, or other paper or electronic media. Any violation of these guidelines will be considered unacceptable conduct and subject the individual(s) to disciplinary actions under the appropriate university policies, up to and including dismissal, arrest and prosecution, and/or civil penalties under Illinois law.

D. Responsibilities

1. The Chief of Police will coordinate the CSU EMERGENCY OPERATIONS PLAN and will advise departments on the development of unit safety plans, including emergency response. The CSU Police Department will investigate threats or incidents of violence and in case of a violent incident(s) on campus, the CSU Police Department will coordinate all university response action. Only CSU Police or other law enforcement personnel should attempt to apprehend an alleged offender. All aspects of the EMERGENCY RESPONSE PLAN are consistent with guidelines developed by the Illinois Office of Emergency Management and Communication.
2. The CSU CAMPUS VIOLENCE PREVENTION COMMITTEE will be chaired by the Director of the Counseling Center, who will publish broad procedures and guidelines for campus violence prevention, and will also advise the Dean of

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Students on procedures for campus violence prevention activities involving students.

3. The CSU BEHAVIORAL ASSESSMENT & INTERVENTION TEAM will be chaired by the Dean of Students and will coordinate and conduct threat assessment and planned prevention/intervention activities involving students.
4. The Dean of Students coordinates campus programs and services for students, including those related to alcohol, other drugs and violence prevention. In addition, the Dean of Students coordinates with other university and community resources to support student victims of violence.
5. The Office of Judicial Affairs is responsible for responding to and adjudicating violations of the Student Code of Conduct and may make referrals to the BEHAVIORAL ASSESSMENT & INTERVENTION TEAM when appropriate.
6. The Human Resources Department coordinates employee related preventive measures including conducting pre-employment criminal conviction background checks in accordance with university policy, providing awareness programs to new employees, coordinating referrals to the Employee Assistance Program, and advising managers and employees.
7. Deans, chairperson, department heads, directors, and supervisors are responsible for communicating the directives of the CSU EMERGENCY OPERATIONS PLAN, and the VIOLENCE PREVENTION PLAN to all employees under their supervision, ensuring that facilities are as safe as feasible, identifying and providing violence prevention training to employees as appropriate, and ensuring that all employees are aware of how to report potential threats. Information about the BEHAVIORAL ASSESSMENT & INTERVENTION TEAM, including the Classroom Disruption Policy and how to report behavior(s) of concern, will be published in the Faculty Handbook for reference as needed.

II. Reporting Campus Violence

Any individual who believes there is an immediate danger to the health or safety of any member of the university community should call the CSU Police at (773) 995-2111 immediately.

All members of the university community are encouraged to take any threat(s) or violent act(s) seriously and report such activity to the appropriate authorities as set forth in these guidelines. All reports of violence will be handled in a confidential manner, with information released on a need-to-know basis within the campus community and in accordance with local, state, and federal laws and university policies. University administrators will be sensitive and responsive to the potential of reprisal directed at students, faculty or employees who report threats or acts of violence.

A. Student Incidents

Incidents involving student misconduct should be referred to the Office of Judicial Affairs. Consultations regarding student behaviors of concern and student welfare issues can also be obtained at the Counseling Center or the Wellness/Health Center.

B. International Students/Scholars

In addition to university policies, international students and scholars are subject to further federal regulations while at CSU. All privileges affiliated with the non-immigrant visa status, including enrollment, employment, and legal residency, are at risk of termination in the event of misconduct which violates university, local, state, or federal law or policy. International students, scholars, and family members or dependents on non-immigrant visas are not legally permitted to own a firearm. Those found to be in violation of this

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policy will be subject to disciplinary action including dismissal and prosecution under United States law. The Director of the Office of International Programs coordinates all information regarding the visa status of international students, scholars, and their family members or dependents.

- C. **Security Planning for Potentially At-Risk Students and Employees**
Students and/or employees can be at risk for becoming a victim of violence for various reasons, at various times and under various conditions. The CSU Police Department, Human Resources, the Office of Judicial Affairs, the Counseling Center, the Wellness/Health Center and other offices will work with at-risk students, employees, and their supervisors to develop safety plans that address the specific risks they may face.
- D. **Pre-employment Screening and Criminal Conviction Background Checks**
The Human Resources Department administers the university's policies on criminal background checks, and will work with the hiring manager(s) to ensure that sensitive positions are identified and criminal conviction checks are conducted in accordance with university policies. Hiring managers are responsible for conducting pre-employment reference checks and advising Human Resources when potential problems are identified.

III. Campus Threat Assessment and Crisis Action Teams

- A. **Behavioral Assessment and Intervention Team**
THE BEHAVIORAL ASSESSMENT & INTERVENTION TEAM (B.A.I.T.) is charged with developing comprehensive evidence based assessments of students who may present a direct and immediate threat to the safety and/or security of the university community and is empowered to take timely and appropriate action consistent with university policy and applicable law. The BEHAVIORAL ASSESSMENT & INTERVENTION TEAM is comprised of permanent and rotating members. As designated by the chairperson, rotating members are utilized on a case by case basis depending on the circumstances of the case.
 - 1. **Membership**
 - a. The Chair of the BEHAVIORAL ASSESSMENT & INTERVENTION TEAM will be the Dean of Students.
 - b. Permanent members include the Chief of Police, Director of the Wellness/Health Center, Director of the Counseling Center, the Provost, Director of Judicial Affairs, and Associate General Counsel. If these individuals are unavailable during an emergency, they may identify a designee.
 - c. Other CSU officials may be asked by the Dean of Students to serve on the team as needed. They would include but are not limited to:
 - (1) Captain of Police
 - (2) Director of Human Resources
 - (3) University General Counsel
 - (4) Director of Residence Life
 - (5) Director of Abilities Office for Disabled Students
 - 2. **Procedures**
The Chairperson of the BEHAVIORAL ASSESSMENT AND INTERVENTION TEAM will determine the appropriate composition of the team for each case based on the circumstances of the case and will convene the group. Additional members may be included on an ad hoc basis by the Chairperson, as needed.

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- a. The team assesses the severity of the threat and develops an action plan. Team members are assigned specific responsibilities related to the action plan.
- b. The action plan could include identification of dangerous warning signs, establishment of a threat potential risk level, additional investigation, case preparation for hearings (e.g. commitment hearings), and dissemination of warning information.
- c. The chairperson oversees the completion of the action plan and communicates with team members and others as needed.
- d. A final review/evaluation of each case is conducted by the team. Follow up assignments may be issued to monitor the progress of the case.

3. Case Records
All case records will be maintained in the Office of Judicial Affairs.

B. Crisis Action Team

The PRESIDENT'S EMERGENCY MANAGEMENT TEAM is charged with developing procedures for rapid identification of potentially harmful situations and methods for response in conjunction with the university's decision-making hierarchy.

1. Membership

- a. The Chairperson of the PRESIDENT'S EMERGENCY MANAGEMENT TEAM will be the Chief of Police.
- b. Permanent members include the President, Provost, Vice President for Financial Affairs, Vice President for Enrollment Management, Chief Information Officer, General Counsel and Director of the Physical Plant.
- c. Other CSU officials may be asked by the Chief of Police to serve as needed. They would include, however are not limited to:

- (1) Director of Wellness/Health Center
- (2) Director of Food Services
- (3) Chief Information Officer, Information Technology
- (4) Deans of Appropriate Colleges
- (5) Chair of Faculty Senate
- (6) President of Student Government Association
- (7) Director of Residence Hall
- (8) Dean of Students
- (9) Director of the Counseling Center
- (10) Captain of Police
- (11) Safety Officer

2. Procedures

- a. The Chairperson will assess the nature and scope of the situation and call the PRESIDENT'S EMERGENCY MANAGEMENT TEAM together to develop a plan of action.
- b. In a significant crisis, the highest ranking university official (or his/her designee) should convey to the campus community (and others as needed): the administration's response to the crisis, indicating the university has control of the situation, calming public concern and setting an example for the campus.

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- c. The University's Chief Information Office spokesperson or designee should also be involved. Spokesperson(s) from specific areas may also be designated (e.g., the Athletic Director in the case of an Athletics issue).
- d. The PRESIDENT'S EMERGENCY MANAGEMENT TEAM will identify additional key constituencies that should be informed of the crisis and notify them.

IV. Emergency Information

A. Emergency Preparation

Responding to unexpected emergencies is both an individual and organizational responsibility. Each member of the community has a role in emergency preparation and response. Closing and locking doors and windows and questioning strangers are examples of some simple steps everyone can take. Being alert creates a culture that promotes safety, openness and accessibility of the campus. Having all members of the university community alert to their surroundings will have the most impact on keeping our community safe, secure, and ready to respond. Individuals can help by observing their surroundings, asking about suspicious or questionable behavior, and calling for help when safety is an issue.

- 1. **Campus Emergency Operations Plan**
There are many different types of emergencies that can occur without warning. The Campus EMERGENCY OPERATIONS PLAN provides important information about personal safety and how to respond during different types of emergencies. All members of the university community are expected to take personal responsibility for knowing these procedures.
- 2. **Campus Communication Plan**
The CSU University Relations and Police Department work in coordination to publish the appropriate emergency and/or emergency notification as dictated by circumstance. These notifications may include the following methods:
 - a. Urgent messages on the CSU Homepage website:
http://www.CSU.edu/homeindex/emergency_preparedness.shtml
 - b. Urgent e-mail messages (sent to all CSU e-mail accounts).
 - c. E-mail Message System (sent to all "Rave" subscribers).
 - d. Public address system

V. Campus Violence Prevention Strategies

The American College Health Association Campus Violence White Paper (2005) recommends a public health approach whereby administrators; faculty, staff and students work in concert with the local community to change those campus and community policies, practices, infrastructure and culture which promote violence and tolerance for it. CSU is committed to the development of effective, evidence based preventive measures. This commitment includes a campus violence prevention plan, threat assessment, action teams, and security planning for at risk individuals. Pre-employment screening, dormitory screening and programs to warn students about criminal activity and to generally increase campus awareness are also part of this commitment. In addition, CSU provides a drugs/alcohol and smoke free living environment in its dormitory and the campus practices zero tolerance with respect to drugs and alcohol. Judicial Affairs rigorously enforces the Student Code of Conduct, the Classroom Disruption policy is disseminated to all faculties and CSU has embarked on a campus-wide LGBTQ Safe Zones initiative.

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A. CSU Violence Prevention Committee

1. Membership

- a. The Director of the Counseling Department will chair the CAMPUS VIOLENCE PREVENTION COMMITTEE, whose members are appointed by the Provost.
- b. Director of Advanced Training in Alcohol and Drug Abuse Counseling Program
- c. Director of the Wellness/Health Center
- d. Director of the Office of Judicial Affairs
- e. Director of the Latino Resource Center
- f. Coordinator of the Abilities Office of Disabled Student Services
- g. Assistant Director of Student Activities
- h. Office of Campus Ministries
- i. University Police
- j. Director of Housing and Residence Life
- k. Assistant/Associate Professor of Counseling
- l. Pre-doctoral and/or advanced practicum students in psychology and/or social work
- m. Student Representative
- n. Community Representative

2. The committee will be responsible for:

- a. Creation and implementation of multi-disciplinary and multi-jurisdictional violence prevention strategies to prevent and/or reduce aberrant, dangerous or threatening behavior at CSU.
- b. An annual review (or as required by circumstance) of the campus violence prevention, threat assessment and response plans; evaluating the effectiveness of such plans, policies, procedures and programs.
- c. Consultation and/or coordination of development of campus educational outreach and training activities to increase awareness of campus violence prevention;
- d. Review, consultation and/or coordination of campus communications regarding issues related to campus violence prevention, including methods of distributing the CAMPUS VIOLENCE PREVENTION PLAN to the campus community in accordance with local, state and federal statutes, policies, laws, etc.
- e. Providing its members with best-practices prevention training in sexual assault, drug and alcohol prevention, domestic violence; dating and intimate partner violence, conflict resolution, returning veterans issues, bullying, suicide, classroom disruption, LGBTQ issues, etc.; and annual readiness exercises as required by law and/or statute.

B. Outreach Activities and Education

Important factors in reducing violence include:

- 1. Building community and connection;
- 2. Increasing a sense of security with police presence and informational kiosks;
- 3. Enhancing social skills and
- 4. Increasing bystander interventions.

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C. Current Campus Initiatives

1. General Community Building
 - a. New student orientation
 - b. First time full time freshman/parent orientation
 - c. Family and alumni events
 - d. Student recruitment for student organizations through the Office of Student Activities
 - e. Campus-wide cultural and diversity programming
 - f. Athletic events

2. Community Building around Violence Prevention:
 - a. Involve students in various campus-wide activities to increase awareness about campus violence
 - b. Offering peer educator classes teaching students how to become change agents for preventing interpersonal violence
 - c. Staffing booths at various student events to educate students about campus violence
 - d. Organizing workshops and conferences to increase awareness about violence
 - e. Referral resources for specialized services for victims of violence
 - f. Providing conflict resolution and team building activities for staff and faculty at the unit, department and division level.

3. Violence Prevention Initiatives
 - a. Sexual assault awareness training for all incoming freshmen and transfer students
 - b. Program for targeted student populations (e.g. Judicial Affairs, Student Athletes) on anger management, drugs and alcohol, dating violence, and accessing resources on campus
 - c. Networking with external law enforcement, mental health agencies and advocacy organizations that are aware of individuals who could pose a risk to the CSU campus community and could report such a concern to the university
 - d. Workshops provided throughout the academic year (e.g., Women's History Month, Domestic Violence Awareness Month, Diversity and Multiculturalism) on sexual assault, domestic violence, stalking, hate crimes, and LGBTQ issues
 - e. Special programs such as "The Clothes Line Project", and Movie/Discussion series such as the "Women's History Month Movie Series" that promote domestic violence awareness and education
 - f. Informational kiosks
 - g. Training Clery reporters of campus crime about campus resources
 - h. Training housing resident assistants on the dynamics of interpersonal violence, campus resources and how to recognize/refer at risk students
 - i. Marketing/poster campaign to provide education on specific issues related to violence
 - j. Workshops provided by the Counseling Center and Wellness/Health Center to various campus groups (e.g. new faculty, freshman orientation) on stress and mental health.

VI. Campus Resources & Support

CSU will provide security, protection and support to victims as well as those exposed to or witnessing acts or threats of violence. Special accommodations or adjustments to classroom or work conditions to enhance safety will be provided to victims and others in need or who request whenever possible and appropriate.

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A. **Mental Health Resources**

The CSU Counseling Center provides crisis intervention, confidential assessment, outpatient counseling and psychological/psychiatric services and consultation for students impacted by threats or acts of violence and trauma. The Counseling Center provides referrals and coordination of care with off-campus providers, as needed. The CSU Office of Human Resources provides Employee Assistance Program information and referral for faculty and staff impacted by threats or acts of violence and trauma.

B. **Information / Questions**

General information about the Emergency Plan, Crisis Action Team, Behavioral Assessment and Intervention Team and Violence Prevention Plan can be found on the CSU website. Specific questions should be directed to the appropriate CSU team or committee chairs described herein.

Questions about specific issues may also be directed to:

Counseling Center (773) 995-2383
CSU Police (773) 995-2111
Employee Assistance Program (773) 995-2040
Human Resources Department (773) 995-2040
Judicial Affairs (773) 995-2150
Labor and Legal Affairs (773) 995-2462
Wellness/Health Center (773) 995-2010

Members of all teams and committees charged with the development, review, and/or implementation of the campus Emergency Plan, Crisis Action Team, Behavioral Assessment Team, and Violence Prevention Plan will be certified in the National Incident Management System (NIMS 100, 200, 700 and 800).

Acknowledgements

Special acknowledgment to Virginia Tech University, the University of Illinois at Chicago the American College Health Association and the World Health Organization for providing a framework and information for this document.