

CHICAGO/SCHAUMBURG — 2026

ROOSEVELT UNIVERSITY

ANNUAL SECURITY & FIRE SAFETY REPORT

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OVERVIEW

Annual Security and Fire Safety Report

Policies for Preparing the Annual Security and Fire Safety Report

The Roosevelt University Annual Security and Fire Safety Report is published annually and is available online to all current and prospective students and staff. The website address is: www.roosevelt.edu/AnnualSecurityReport. A printed copy of the Annual Security and Fire Safety Report is available upon request through the Roosevelt University Campus Safety Office by calling 312-341-4167.

This report contains information concerning crimes that occurred on campus and were reported to the Roosevelt University Department of Campus Safety, designated campus officials (including but not limited to directors, deans, department heads, residential life staff, student services staff, advisors to official student organizations, and athletic coaches). In addition, the statistics include persons referred for campus disciplinary action for categories required under the ***Clery Act***, including liquor and drug law violations, and illegal weapons possession. Statistical information for on campus, non-campus locations or property owned or controlled by Roosevelt University, as well as public property within or immediately adjacent to and accessible from the campus, are collected or requested from the Chicago and Schaumburg Police departments. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year during which the crime was reported.

Crime statistics are reported for January 1 through December 31 of the past three years (2023, 2024, and 2025). Roosevelt University reports the crimes required by the Clery Act that occurred on or within the institution's Clery Geography that were reported to Campus Security Authorities. All policy statements and procedures contained within this report apply to all campuses identified in this report unless otherwise specified.

Campus Safety created this report with information received from the Chicago Police Department, the Schaumburg Police Department, and designated campus officials, including personnel from Residence Life, Leased Residential Housing Partners, Dean of Students, Student Services, and Human Resources.

Prospective employees and students have access to this information on Roosevelt University Campus Safety website. A printed copy of this report is available from Campus Safety upon request. Questions or additional information regarding the report can be directed to the Director of Campus Safety. 312-341-4167 or Campussafety@roosevelt.edu

**** Note: Roosevelt University does not have any officially recognized student organizations with non-campus housing.**

Roosevelt University

IMPORTANT CONTACT INFORMATION

911 — FOR EMERGENCIES REQUIRING POLICE, FIRE, OR MEDICAL ASSISTANCE

EMERGENCY REMINDER For immediate police, fire, or medical assistance, call 911. For non-emergency police assistance in Chicago, call 311

ROOSEVELT UNIVERSITY & CAMPUS SAFETY

Campus Safety Director
Clifton Rhodes Jr., Director of Campus Safety | 525 S. State St. | 312-341-4167

Chicago Campus Security — 24/7
Roosevelt University Campus Safety | 312-341-2020

Michigan AUD Security Post
430 S. Michigan Ave. | 312-341-3557

Wabash Desk #1
425 S. Wabash Ave. | 312-341-2027

Wabash 14th Floor — Residence Desk
425 S. Wabash Ave. | 312-341-2020

Wabash Desk — Dance Studio
218 S. Wabash Ave. | 312-341-6420

Schaumburg Campus Security
Team Lead: Kamil Babinski • Roosevelt Blvd., Schaumburg, IL 60173 | 847-619-8989

UNIVERSITY & COMMUNITY RESOURCES

University Center Security
Director of Security: Teunta Cunningham • 312-924-8911

Human Resources
Associate Vice President: Jenni Jordan | 312-341-2198

Residence Life & Housing
Director: Corrine Martin | 312-341-3500

Dean of Students

Dean of Students & Vice Provost: Corey Williams | 312-341-2024

Title IX Coordinator
Dr. Natasha L. Robinson, J.D. • Deputy Chief Diversity Officer & Title IX Coordinator | 312-281-3245

Chicago Police Department — District 1
1718 S. State St., Chicago, IL | 312-745-4290

Chicago Police — Non-Emergency
City of Chicago non-emergency services | 311

OFFENSE	YEAR	ON CAMPUS	NON-CAMPUS	PUBLIC PROPERTY	TOTAL	RESIDENTIAL FACILITIES*
Murder/Non-Negligent Manslaughter	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Manslaughter by Negligence	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Rape	2025	0	0	0	0	0
	2024	1	0	0	1	1
	2023	1	0	0	1	1
Fondling	2025	0	0	0	0	0
	2024	2	0	0	2	0
	2023	0	0	0	0	0
Incest	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Statutory Rape	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Robbery	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Aggravated Assault	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Burglary	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Motor Vehicle Theft	2025	0	0	1	1	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Arson	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Unfounded Incidents	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0

CRIME STATISTICS – ROOSEVELT UNIVERSITY – CHICAGO CAMPUS

Note: *Residential Facility Crime Statistics are a subset of the On-Campus Category, i.e., they are counted in both categories.

CRIME STATISTICS – ROOSEVELT UNIVERSITY – CHICAGO CAMPUS
VAWA/HATE CRIME

OFFENSE	YEAR	ON CAMPUS	NON-CAMPUS	PUBLIC PROPERTY	TOTAL	RESIDENTIAL FACILITIES*
Domestic Violence	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Dating Violence	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	2	2	0	4	2
Stalking	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Hate Crimes	2025	0	0	0	0	0
	2024	23	0	0	23	0
	2023	0	0	0	0	0

Note: *Residential Facility Crime Statistics are a subset of the On-Campus Category, i.e., they are counted in both categories.

CRIME STATISTICS – ROOSEVELT UNIVERSITY – CHICAGO CAMPUS
ARREST AND DISCIPLINARY REFERRALS REPORTING

OFFENSE	YEAR	ON CAMPUS	NON-CAMPUS	PUBLIC PROPERTY	TOTAL	RESIDENTIAL FACILITIES*
Arrests: Weapons, Carrying Possession, etc.	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	2	2	0
Disciplinary Referrals: Weapons, Carrying, Possessing, etc.	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Arrests: Drug Abuse Violations	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	1	1	0
Disciplinary Referrals Drug Abuse Violations	2025	15	3	0	18	15
	2024	10	5	0	0	10
	2023	6	0	0	6	6

Arrests Liquor Law Violation	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
Disciplinary Referrals Liquor Law Violations	2025	1	0	0	1	1
	2024	1	0	0	0	1
	2023	3	0	0	3	3

Note: *Residential Facility Crime Statistics are a subset of the On-Campus Category, i.e., they are counted in both categories.

CRIME STATISTICS – ROOSEVELT UNIVERSITY SCHAUMBURG CAMPUS

OFFENSE	YEAR	ON CAMPUS	PUBLIC PROPERTY	TOTAL
Murder/Non-Negligent Manslaughter	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Manslaughter by Negligence	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Rape	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Fondling	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Incest	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Statutory Rape	2025	0	0	0
	2024	0	0	0
	20223	0	0	0
Robbery	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Aggravated Assault	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Burglary	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Motor Vehicle Theft	2025	0	0	0
	2024	0	0	0

	2023	0	0	0
Arson	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Unfounded	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

Note: Schaumburg Campus does not have Residence Facilities or Non-Campus Facilities.

CRIME STATISTICS – ROOSEVELT UNIVERSITY – SCHAUMBURG CAMPUS VAWA/HATE CRIME

OFFENSE	YEAR	ON CAMPUS	NON-CAMPUS	PUBLIC PROPERTY	TOTAL	RESIDENTIAL FACILITIES*
Domestic Violence	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Dating Violence	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Stalking	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Hate Crimes	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0

CRIME STATISTICS – ROOSEVELT UNIVERSITY – SCHUAMBURG CAMPUS ARREST AND DISCIPLINARY REFERRALS REPORTING

OFFENSE	YEAR	ON CAMPUS	NON-CAMPUS	PUBLIC PROPERTY	TOTAL	RESIDENTIAL FACILITIES*
Arrests: Weapons, Carrying Possession, etc.	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0

Disciplinary Referrals: Weapons, Carrying, Possessing, etc.	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Arrests: Drug Abuse Violations	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Disciplinary Referrals Drug Abuse Violations	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0

Arrests: Liquor Law Violation	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Disciplinary Referrals Liquor Law Violations	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0

CRIME STATISTICS - ARLINGTON HEIGHTS CAMPUS

OFFENSE	YEAR	ON CAMPUS	PUBLIC PROPERTY	TOTAL
Murder/Non-Negligent Manslaughter	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Manslaughter by Negligence	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Rape	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Fondling	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Incest	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Statutory Rape	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Robbery	2025	0	0	0
	2024	0	0	0

OFFENSE	YEAR	ON CAMPUS	PUBLIC PROPERTY	TOTAL
Domestic Violence	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Dating Violence	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Stalking	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Hate Crime	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
	2023	0	0	0
Aggravated Assault	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Burglary	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Motor Vehicle Theft	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Arson	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Unfounded	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

Note: Arlington Heights Campus does not have Residence Facilities or Non-Campus Facilities

CRIME STATISTICS - ARLINGTON HEIGHTS CAMPUS VAWA/HATE CRIME

Note: Arlington Heights Campus does not have Residence Facilities or Non-Campus Facilities.

Clery Crime Definitions (NIBRS) National Incident-Based Reporting System

The following definitions are used by Roosevelt University for purposes of reporting crime statistics under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), as amended. The definitions are based on the Federal Bureau of Investigation's (FBI) Uniform Crime Reporting (UCR) Program and the definitions incorporated into Appendix A to Subpart D of 34 CFR Part 668.

For purposes of Clery Act reporting, Roosevelt University uses the applicable federal definitions regardless of how an offense may be classified under Illinois law or another jurisdiction's criminal code.

Primary Clery Crimes

Criminal Homicide—Murder and Nonnegligent Manslaughter

The willful (nonnegligent) killing of one human being by another.

Criminal Homicide—Manslaughter by Negligence

The killing of another person through gross negligence.

Sex Offenses

Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

For Clery Act reporting purposes, the following sex offenses are included:

Rape

The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Fondling

The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of the victim's age or because of the victim's temporary or permanent mental incapacity.

Incest

Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape

Sexual intercourse with a person who is under the statutory age of consent.

Robbery

The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury.

This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.

Burglary

The unlawful entry of a structure to commit a felony or a theft.

For reporting purposes, this definition includes unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft

The theft or attempted theft of a motor vehicle.

Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned, including joyriding.

Arson

Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Arrests and Referrals for Disciplinary Action

The following offenses are included in Clery Act statistics when applicable:

Weapons: Carrying, Possessing, Etc.

The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Drug Abuse Violations

The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use.

The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance.

Liquor Law Violations

The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

For Clery Act reporting purposes, Roosevelt University reports applicable arrests and referrals for disciplinary action for liquor law violations, drug law violations, and weapons violations.

Hate Crimes

A hate crime is a crime reported to a local police agency or to a Campus Security Authority (CSA) that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

For Clery Act reporting purposes, the categories of bias include the victim's actual or perceived:

- Race;
- Gender;
- Gender identity;
- Religion;
- Sexual orientation;
- Ethnicity;
- National origin; and
- Disability.

Hate crimes include any of the primary Clery crimes listed above when determined to be motivated by bias. In addition, the following offenses must be reported as hate crimes when the required evidence of bias is present:

- Larceny-Theft;
- Simple Assault;
- Intimidation; and
- Destruction/Damage/Vandalism of Property.

Hate Crime Offenses

Larceny-Theft (Except Motor Vehicle Theft)

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, and similar offenses are excluded.

Simple Assault

An unlawful physical attack by one person upon another where neither the offender displays a weapon nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Intimidation

To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism of Property

To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Violence Against Women Act (VAWA) Definitions

For purposes of Clery Act reporting, Roosevelt University uses the following definitions for dating violence, domestic violence, sexual assault, and stalking

Campus Safety Operations and Enforcement Authority

The **Roosevelt University Campus Safety Department** is an unarmed, proprietary security force of 22 uniformed officers, and a director of campus safety. Roosevelt University Campus Safety personnel do not have law enforcement authority, although they are responsible for enforcing Roosevelt University Policies. Roosevelt

University Campus Safety officers do not have arrest powers. The jurisdiction of Campus Safety personnel is limited to those properties Roosevelt owns or controls.

Roosevelt University relies on local law enforcement agencies, the Chicago Police Department for the Chicago Campus and the Schaumburg Police Department for the Schaumburg Campus, for law enforcement response and assistance. Campus Safety offices are located in the Auditorium Bldg., room 113 on the Chicago Campus and room 102 on the Schaumburg campus. Campus crime documentation is available at each location.

Roosevelt University has verbal agreements of understanding with agencies regarding law enforcement assistance. Campus Safety administration works closely with these agencies to develop and promote good working relationships with Chicago Police Department, Schaumburg Police Department and the Illinois State Police. Roosevelt University does not maintain a written MOU with Chicago, Schaumburg Police Departments or the Illinois State Police pertaining to the investigation of criminal incidents.

Roosevelt University uses outside security personnel and is available to serve our campus when needed. They support organizational goals and culture while remaining compliant with regulatory authorities and organizations. Security personnel are responsible for enforcing Roosevelt University policies, and maintaining the safety and security of all assets, although do not have law enforcement authority.

Students and staff are strongly encouraged to accurately and promptly report any and all crime and emergencies to the local law enforcement agency as well as Campus Safety, including when the victim of a crime elects, or is unable to, make such a report.

Campus Safety is a member of the South Loop Security Chiefs, a consortium of campus security leaders in the South Loop of the city. Campus Safety is also a member of the Chicago Building Owners and Managers Association (BOMA).

Awareness and prevention are crucial to overall campus safety, and we welcome your personal involvement. Campus Safety adopts the U.S. Department of Homeland Security's slogan. "If You See Something, Say Something."

Reporting a Crime or Emergency

The University is committed to maintaining a safe and secure environment. All employees, students and visitors are encouraged to accurately and promptly report potential criminal activity, suspicious behavior, and any emergencies on campus, on public property running though out or immediately adjacent to the campus, or in other property that is owned of controlled by Roosevelt University, including, anything which may affect security such as lost keys/ID cards, defective locks, and broken windows immediately to the offices listed below.
In the event of a crime or life-threatening emergency, **call the local police immediately by dialing 911**. It is also advisable to notify the responsible University personnel to request assistance at the following locations:

Downtown Chicago Campus Auditorium Bldg. (430 S. Michigan Ave), Wabash Bldg. (425 S. Wabash), and Goodman Center (501 S. Wabash Ave.), 218 S. Wabash, Chicago

Call Campus Safety at 312-341-2020 (ext. 2020 from campus phones) for emergencies and non-emergencies.

Schaumburg Campus 1400 North Roosevelt Boulevard, Schaumburg, IL

Call Campus Safety at 847-619-8989 (ext. 8989)from campus phones) for emergencies and non-emergencies.

Response to Reported Crimes and Emergencies

Dispatchers are available at these respective telephone numbers 24 hours a day to answer your calls. It is the policy of Roosevelt University to respond to any reported criminal action or emergency by assisting any student, faculty member, staff member, or visitor. This assistance may take the form of calling the local police, or the local fire or emergency medical personnel, completing an incident report or will contact the appropriate unit. If a sexual assault or rape should occur, staff on the scene, including Campus Safety will offer the victim a wide variety of services. All incident reports related to students are forwarded to the Office of Student Affairs for review and potential action, as appropriate.

Reporting to Meet Disclosure Requirements

Members of the community are helpful when they immediately report crimes or emergencies to Campus Safety and/or Campus Safety Authorities (CSA) listed below for the purpose of assessing the incident for issuing a Timely Warning Notice (Community Alert) when deemed necessary and for including the incident in the annual statistical disclosure.

In reporting a crime to a CSA when the reporter wishes to be anonymous, CSAs will provide a detailed description and occurrence date (or time frame) and location of the crime, without identifying the alleged victim, witnesses, or perpetrator. The purpose of this type of report is to comply with the reporting party's wish to keep the matter anonymous while taking steps to contribute to future campus safety:

Campus Safety Authorities	Campus Safety Authorities	Campus Safety Authorities
Director of Campus Safety	Associate Dean of Students	Director Human Resource
Phone: 312-341-4167	Phone:312-341-2201	Phone: 312-341-2198

To obtain the desired level of support and assistance, students may report incidents of sexual misconduct, including sexual assault, sexual harassment, dating violence, domestic violence, and stalking of a sexual nature to the below listed on campus resources.

Title IX Coordinator	**Confidential Advisor**
Phone: (312)281-3245	YWCA Metropolitan Chicago
TitleIX@rosevelt.edu	Phone: (888)293-2080

Voluntary Confidential Reporting

If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still want to consider making a confidential report. With your permission, a Campus Safety officer can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to enhance the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, employees, and visitors; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Policy Addressing Counselors

As a result of the negotiated rulemaking process which followed the signing into law of the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus "Pastoral Counselors" and Campus "Professional Counselors," when acting as such are not considered to be a campus security authority and are *not* required to report crimes for inclusion in the annual disclosure of crime statistics. As matters of policy, the professional counselors at Roosevelt University are encouraged if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary confidential basis to Campus Safety.

Pastoral Counselor

An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor

An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community, and who is functioning within the scope of his or her license or certification.

Campus Safety encourages pastoral and professional counselors, if and when they deem it appropriate, to inform the persons they are counseling to voluntarily report the incident to the Campus Safety Department on a confidential basis for inclusion of the annual disclosure of crime statistics.

Emergency Response & Evacuation Procedures

The University's Emergency Response Procedures include information about operating status parameters; incident priorities and performance expectations; and shelter-in-place and evacuation guidelines. Emergency Response and Evacuation Procedures are posted throughout the facilities.

University units are responsible for developing emergency response and continuity of operations plans for their areas and staff. Campus emergency management provides resources and guidance for the development of these plans.

Campus Safety officers and supervisors have received training in Incident Command and Responding to Critical Incidents on Campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually Campus Safety and the Chicago Police Department for the Chicago Campus and the Schaumburg Police Department for the Schaumburg Campus as well as local Fire and Emergency Medical Services, and they typically respond and work together to manage the incident. Depending on the nature of the incident, other Roosevelt University departments and other local or federal agencies could also be involved in responding to the incident.

Members of the Roosevelt University Community are notified on an annual basis that they are required to notify Campus Safety of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students and/or employees on campus. Campus Safety has the responsibility of responding to and summoning the necessary resources to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation.

In addition, Campus Safety has a responsibility to respond to such incidents to determine if the situation does in fact pose a threat to the community. If that is the case, Federal Law requires that the institution immediately notify the campus community or the appropriate segments of the community that may be affected by the situation.

Immediate Notification

Roosevelt University has developed a process to notify the campus community in cases of emergency. While it is impossible to predict every significant emergency or dangerous situation that may occur on campus, the following identified situations are examples which may warrant an emergency (immediate) notification after confirmation: armed/hostile intruder; bomb/explosives (threat); communicable disease outbreak; severe weather; terrorist incident; civil unrest; natural disaster; hazardous materials incident and structural fire.

In the event of an emergency, Roosevelt University will initiate and provide, without delay, immediate notifications to the University community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employee and visitors.

To confirm there is a significant emergency or dangerous situation, an evaluation will be conducted by Campus Safety and/or Chicago (or Schaumburg) Police Department in conjunction with key University Administrators, local first responders and/or the national weather center.

If the Director of Campus Safety, or designee, in conjunction with other University administrators, local first responders, Public Health Officials and/or the National Weather Service, confirms there is a significant emergency or dangerous situation involving an immediate threat to the health or safety to some or all members of the Roosevelt University community, the University will, without delay, initiate the emergency notification system to alert the campus community, Campus Safety and Media Relations will collaborate to determine the content of the message and Campus Safety has been given the authority to contact the Communication Center, Inc. Call Center (CCI) and authorize the distribution of an emergency message and will use some or all of the systems described below to communicate the threat to the Roosevelt Community. All emergency notifications are sent to the entire community (The University does not differentiate segments of the community to receive the emergency notification messages sent through the RAVE System) using some or all of the systems listed in the policy/procedure and the Annual Security and Fire Safety Report.

Roosevelt University has an emergency notification system in place and will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The emergency notification may be disseminated by using some or all of the following methods depending on the type of emergency: text message, Roosevelt email, a message on the www.roosevelt.edu home page, digital signage or other secondary systems listed in the following chart and/or in person communication. A combination of some or all of these methods may be used to issue an immediate notification to the University community. If any these systems fail or the University deems it appropriate, in person communication may be used to communicate an emergency.

Am I Registered to Receive Emergency Notification Text Messages?

All current students and current staff and faculty have an RU Access account. The cell phone number listed in your RU Access account is automatically entered into Roosevelt's emergency notification system. **Check your RU Access account to verify your cell phone number is entered.**

May a Parent or Guardian Register to Receive Emergency Notification Text Messages?

Parents and guardians may register to receive emergency notifications by visiting: _ Other members of the larger community can tune into local media or visit the campus website: https://www.roosevelt.edu for updated information about emergencies on campus.

Immediate Notification Procedures

System to use	Primary Message Creator	Backup Message Creator	Authority for Approving & Sending Messages	Primary Message Sender	Backup Message Sender
PRIMARY					
RAVE: Text Messaging System	Campus Safety via CCI and Pre-Approved Templates	Public Relations	Campus Safety or Provost and/or Public Relations	CCI Call Center	Campus Safety
RAVE: EMAIL BROADCAST	Campus Safety via CCI and Pre-Approved Templates	Public Relations	Campus Safety or Provost and/or Public Relations	CCI Call Center	Campus Safety
RAVE: Digital Signage	Campus Safety via CCI and Pre-Approved Templates	Public Relations	Campus Safety or Provost and/or Public Relations	CCI Call Center	Campus Safety
SECONDARY					
Campus Website	Campus Safety via CCI and Pre-Approved Templates or Web Department	Public Relations	Campus Safety or Provost and/or Public Relations	CCI Call Center or Web Department	N/A
Face to Face Communication	Campus Safety	Public Relations	Campus Safety or Provost and/or Public Relations	Campus Safety, Office of Student Affairs or Other Students and Staff members as designated	N/A
Fire Alarm System	N/A*	N/A*	Campus Safety or First Responders	Campus Safety or First Responders	N/A

***No message creator necessary**

Follow up messages to the Roosevelt Community will be sent using some or all of the communication methods described in the chart.

If there is an immediate threat to the health or safety of students or employees occurring on campus, an institution must follow its emergency notification procedures. An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however, the institution must provide adequate follow-up information to the community as needed.

Roosevelt University annually tests the emergency response and evacuation procedures and publicizes its procedures in conjunction with at least one test per calendar year. These tests may be announced or unannounced. These tests are documented and a description of each exercise including the date and time of the exercise and whether it was announced or unannounced.

In conjunction with other emergency agencies, the University conducts emergency response drills and exercises each year, such as table top exercises, field exercises, and tests of the emergency notification systems on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution.

Be Prepared

- Verify your cell phone number is entered in RU Access to receive emergency text messages.
- Familiarize yourself with procedures for various emergency scenarios.
- Know all exits/alternate exits for your residence or academic building.

Put Campus Safety numbers in your cell phone now so you have them if ever needed.

- Auditorium, Wabash Buildings, Goodman Center, and 218 S. Wabash: **312-341-2020 or ext. 2020** from an internal telephone
- Schaumburg Campus: **847-619-8989 or ext. 8989** from an internal telephone
- University Center: **312-924-8911**

Emergency Evacuation Procedures

The emergency evacuation procedures are tested at least twice each year. Students and employees learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. Campus Safety does not tell building occupants in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, Campus Safety staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. At Roosevelt University evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm.

General Evacuation Procedures

At the sound of a fire alarm or if you are instructed to evacuate, leave your work area immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and call 911 to report. You should also notify Campus Safety at:

- Auditorium, Wabash Buildings, Goodman Center, and 218 S. Wabash: **312-341-2020 or ext. 2020** from an internal telephone
- Schaumburg Campus: **847-619-8989 or ext. 8989** from an internal telephone
- University Center: **312-924-8911**

1. Remain Calm
2. Do NOT Use Elevators, Use the Stairs.

3. Assist the physically impaired. If he/she is unable to exit without using an elevator, assist to an area of rescue assistance (normally the stairwell landings on each floor), activate the area of rescue alarm by pressing the button, and immediately inform Campus Safety or the responding Fire Dept. of the individual's location.
4. Proceed to a clear area at least 150 feet from the building. Keep all entrances and walkways clear for emergency first responders.
5. Make sure all personnel are out of the building.
6. Do not re-enter the building.

Fire Evacuation Procedures

When a fire occurs, activate the fire alarm immediately. Any delay in sounding the fire alarm will delay getting help and could have serious consequences. The building fire alarms are transmitted directly to the Chicago Fire Department through the Chicago Office of Emergency Management and Communications 911 Center or to the Schaumburg Fire Department through their emergency dispatch center. Call 911 immediately to notify the fire service. If possible, call Campus Safety at:

- Auditorium, Wabash Buildings, Goodman Center, and 218 S. Wabash: 312-341-2020 or ext. 2020 from an internal telephone
- Schaumburg Campus: 847-619-8989 or ext. 8989 from an internal telephone
- University Center: 312-924-8911

The first priority is to follow your buildings evacuation procedures and, if possible, to assist students or other persons in immediate danger.

- Auditorium, Wabash Buildings, Goodman Center and 218 S. Wabash – complete building evacuation to outside
- Schaumburg Campus – complete building evacuation to outside
- University Center Residence – follow specific facility's evacuation procedures

Emergency Evacuation Assistance

Evacuation Assistance Information

If you require any assistance to safely exit a Roosevelt University building in the event of an emergency evacuation, a voluntary self-identification form is available for you to complete on-line.
https://www.roosevelt.edu/contact/evacuation-assistance-form

Please contact Campus Safety at 312-341-4167 or 4173 for this form if you are unable to complete it online. In the event of an emergency evacuation, we ask that you go to the nearest area of rescue assistance, usually in or by a stairwell, and press the emergency alarm button. This will inform emergency responders of your location.

Other Emergency Response & Procedures

Armed Violence - In the event of a campus shooting or other armed violence:

Active shooter

If an active shooter incident occurs on campus, the following guidelines will reduce personal risk. If you are outside a building when an event occurs, take cover immediately, preferably inside a building. If you are inside a building when an event of this type occurs, remember Run, Hide, Fight:

Evacuate: If you can safely evacuate, get out and get out fast

- Have an escape route and plan in mind
- Leave your belongings behind
- Keep your hands visible
- Call 911 as soon as safe to do so – do not assume someone else is making the call
- If possible, keep others from entering the building

Hide/Lockdown: If you cannot get out, hide out and secure your immediate area:

- Lock and barricade doors. Use whatever you have available to do this.
- Do not stand by doors or windows.
- Turn off lights.
- Close blinds.
- Block windows.
- Turn off radios.
- Keep yourself out of sight and take adequate cover/protection (i.e., concrete walls, thick desks, filing cabinets. The cover may protect you from bullets).
- Silence cell telephones.
- If there are two or more of you, spread out in the room. Do not huddle together. Quietly discuss what you will do if the armed person enters your area.

Fight: If the shooter enters your office/classroom, attempting to overcome the suspect is always a last resort to only be considered in extreme circumstances. Any attempts to negotiate with or physically overpower an active shooter are at your own risk. It is always preferable to get out or securely hide.

- Whenever possible, flee the area
- Call 911, if able to do so

When to un-secure an area:

- Consider risks before un-securing rooms.
- Remember, the shooter will not stop until he or she is confronted by armed law enforcement authorities.
- Attempts to rescue people should occur ONLY if they can be accomplished without further endangering the persons inside a secured area.
- Consider the safety of many vs. the safety of a few.
- If doubt exists for the safety of the individuals inside the room, the area should remain secured. Call 911 to verify it is the police outside your door.
- Know all alternate exits in your building, including possible window exits.

Call 911. Campus Safety for the Auditorium, Wabash Buildings, Goodman Center, and 218 S. Wabash can be reached at 312-341-2020 or ext. 2020 from an internal telephone; for the Schaumburg Campus, 847-619-8989 or ext. 8989 from an internal telephone. Be aware that telephone lines are likely to be overwhelmed, so keep trying to call. Program Campus Safety numbers into your cell telephone for backup. Remember, most cell telephones provide the ability to make an emergency call, even if they have a lockout feature. Texting or e-mailing a relative or friend may be the better option if, under the circumstances, you are unable to speak without attracting attention.

What to Report

- Your specific location: building address, floor and office/room number
- The number of people at your specific location
- Injuries: the number injured and the types of injuries

Describe the assailant(s):

- Location
- Number of suspects
- Ethnicity, gender and age
- Clothing description
- Physical features
- Type of weapons (long gun or hand gun)
- Backpack
- Shooter's identity (if known)
- Distinguish between explosions (grenades or other weapon) from gunfire

Response from Campus Safety

Campus Safety will make every attempt to secure the area and protect lives, until armed law enforcement officials arrive, who will take control of the situation and:

- Engage assailant(s) immediately.
- Evacuate victims.
- Facilitate follow up medical care, interviews, counseling.
- Conduct an investigation.

Lockdown/Shelter in Place

As a result of an emergency situation, Roosevelt University may be placed under lockdown. During a lockdown, all doors are locked and all students, faculty and staff are encouraged to remain in their classrooms or offices. People are discouraged from leaving and only first responders are allowed in the facility. Although such measures may seem extreme, they have proven effective in ensuring everyone's safety. In fact, in an emergency, Roosevelt is one of the safest places a student, faculty or staff member can be. Whenever a threat arises, schools are the focus of heightened attention from police and other emergency responders. Should a lockdown occur, students, faculty and staff are asked to remain calm as Roosevelt and emergency responders manage the situation.

Shelter-in-Place Procedures –What it means to "Shelter-in-Place"

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in,

and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic "Shelter-in-Place" Guidance

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belonging (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest University building quickly. If police or fire department personnel are on the scene, follow their directions.

How You Will Know to "Shelter-in-Place"

A shelter-in-place notification may come from several sources, Campus Safety, Housing Staff members, other University employees, Local PD, or other authorities utilizing the University's emergency communications tools.

How to "Shelter–in-Place"

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
2. Locate a room to shelter inside. It should be:
   - -An interior room;
   - -Above ground level; and
   - -Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms maybe necessary.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Turn off air conditioners, heaters, and fans.
5. Close vents to ventilation systems as you are able. University staff will turn off the ventilation as quickly as possible.)
6. Make a list of the people with you and ask someone (hall staff, faculty, or other staff) to call the list in to [CPSA] so they know where you are sheltering. If only students are present, one of the students should call in the list.
7. Turn on a radio or TV and listen for further instructions.
8. Make yourself comfortable.

Tornado

If you hear the outdoor warning siren, immediately go to an inner hallway, washroom, or room without windows. Do not leave the building. If you are outside, seek shelter inside. If you cannot get inside, crouch for protection beside a strong structure, or lie flat in a ditch or low-lying grass and cover your head and neck with your arms or a piece of clothing.

Earthquake

Drop to the floor/ground to prevent falling. Take cover by getting under a sturdy table or other piece of furniture. Hold on until shaking stops.

Timely Warning Notices (Known as 'Community Alerts' at Roosevelt)

The Roosevelt University Campus Safety Department develops and distributes Community Alerts In the event a crime is reported or a situation arises, within the Roosevelt University Clery Geography (On Campus, Public Property and Non-campus property), that, in the judgment of the Director of Campus Safety and in consultation with responsible authorities when time permits, constitutes a serious or continuing threat, a campus wide "timely warning" notice will be issued. In an effort to provide timely notice to the Roosevelt community and in the event of a serious crime that may pose an on-going threat to members of the Roosevelt community, a blast email Community Alert is sent to all students and employees assigned email accounts. The Community Alert blast email is developed and distributed by Campus Safety staff to all students and staff. In addition, timely warnings may also be issued using some or all of the following methods of communication: Community Alert posters may be posted in the building lobbies within the core campus to supplement the email notification, if deemed necessary by Campus Safety. Updates to the Roosevelt community about any particular case resulting in a Community Alert may be distributed via blast email, and/or may be posted on the Roosevelt University website.

Community Alerts are usually distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: major incidents of arson, criminal homicide, a string of burglaries or motor vehicle thefts that occur in reasonably close proximity to one another and robbery. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by Roosevelt Campus Safety. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other Roosevelt community members and a Community Alert would not be distributed. In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a "timely" warning notice to the community. Sex offenses will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by the Roosevelt Campus Safety Department. Cases involving property crimes will be assessed on a case-by-case basis and alerts will typically be sent if there is a discernable pattern of crime. The Roosevelt Director of Campus Safety or designee reviews reports to determine if there is an on-going threat to the community and if the distribution of a Community Alert is warranted. All notices shall be provided to students and employees in a manner that is timely, that holds the names of victims as confidential, and that will aid in the prevention of similar occurrences.
The institution is not required to issue a Timely Warning with respect to crimes reported to a pastoral or professional counselor.

Daily Crime Log

A daily crime log is available for review 24 hours a day at the Auditorium Bldg. M111 Campus Safety office. The daily crime log is available Monday through Friday, excluding holidays, 9 am to 5 pm at the Schaumburg Campus Safety Office (Room 102). The information in the crime log typically includes the case report number, crime classification, date and time reported, date and time occurred, general location, and disposition.

Daily Fire Log

A daily fire log is available for review 24 hours a day at the Wabash Bldg. 1st floor Campus Safety desk. The daily fire log is available Monday through Friday, excluding holidays, 9 am to 5 pm at the Schaumburg Campus Safety

Office (room 102). The information in the fire log includes the case report number, nature of fire, date reported, date and time occurred, and location.

Security Awareness and Crime Prevention Programs

One of the essential ingredients of any successful crime prevention program is an informed public. It is the intent of the Roosevelt University to inform students of good crime prevention and security awareness practices.

Emergency Response Procedures are posted in campus buildings (classrooms, conference rooms, main office areas, hallways and resident suites). Procedures are published annually in the Student Handbook and on the Campus Safety website. Security Awareness presentations are made at new student orientations and presentations are offered to staff. The Campus Safety Department presents and/or coordinates crime prevention presentations by local police agencies. Programs include: Street Smarts, How to Respond to an Armed Person/Active Shooter Situation, and Emergency Procedures.

Residence Life staff is trained in security procedures and awareness. Campus Safety, Residence Life, and the Center for Student Involvement, are available to provide awareness training and programs in several areas including Crime Prevention, Active Shooter Response, sexual assault awareness and drug and alcohol abuse awareness for students and residents, and staff and faculty members of the University community. Programs presented in 2025 included:

- New & Transfer Student Orientation (Total of 1 sessions) Safety and Security precautions are addressed and in crime advisories shared by Campus safety security.
- Active Shooter for Faculty and Students (Total of 2 sessions) Learn more about the U.S. Department of Homeland Security Run-Hide-Fight program. Understand the dynamics of an active shooter event, police/security response. And keeping yourself safe.
- Fire Safety – (Total 2 sessions) Drill that are geared toward Campus Safety Emergency evacuation team. The team assists in the safe evacuation of individuals from a building once emergency evacuation procedures commence.
- Stop the Bleed (Total 2 sessions) Stop the Bleed has empowered Campus Safety officers, students, staff and faculty across campus to stop life-threatening bleeding following everyday emergencies.
- Intimate Partner Violence Education and Resources (Total of 2 sessions) provides confidential support, advocacy, and reporting resources for students, faculty, and staff affected by intimate partner violence, domestic abuse, and sexual misconduct.
- Sexual Assault Awareness Day of Action (Total of 1 session) As part of Sexual Assault Awareness Month (SAAM), inviting the community to wear jeans as a visible protest against misconceptions surrounding sexual
- Sexual Assault Awareness Training (Total of 1 session) Provides sexual assault awareness and prevention education through its Sexual Respect and Title IX office to comply with federal regulations and foster a safe campus environment.
- National Hazing Prevention (Total of 1 session) The mandatory awareness framework covers state laws, bystander intervention, ethical leadership, and team-building without hazing

All security awareness programs encourage students and employees to be responsible for their own security and the security of others. Campus Safety – **It is everyone's responsibility**. Participants in these programs are asked to be alert, security-conscious and involved and advised to call Campus Safety to report suspicious behavior. For additional questions regarding crime prevention, contact the department directly at (312) 341-2020.

The most common security incident is the loss of personal items left unattended. Signs posted in places such as the library and periodic publications remind students and employees to protect their personal property. The University accepts no responsibility for the loss of any personal property of students or employees.

As part of the department's community-oriented policing philosophy, Campus Safety offers crime prevention presentations each semester to classrooms, campus clubs and student groups as requested. Topics of these presentations include personal safety awareness, Rape Aggression Defense (R.A.D.) and property protection strategies. Anyone interested in having a Campus Safety Officer speak to his or her classroom or group should contact them at (312) 341-2020.

Violence Prevention Efforts

In accordance with the Illinois Campus Security Enhancement Act of 2008, a Violence Prevention Plan has been designated to proactively address and promote the welfare, health, and safety of the campus community. Inherent in the plan are college policies related to violence prevention, reporting, and the availability of a Campus Behavioral Threat Assessment Team. This team is tasked with administering the principles of early intervention and proactive engagement to prevent violence and to offer support services. Individuals exhibiting disturbing and/or potentially violent behavior that do not pose an imminent threat to the safety, health, or security of the campus community should be reported to any of the following offices:

- **Campus Safety and Security**: 312-341-2020
- **Dean of Students**: 312-341-2024
- **Human Resources**: 312-341-4334

Crime Prevention Tips

Theft Prevention

- Don't leave personal property (purses, backpacks, laptop computers, cell phones) unattended in classrooms, libraries, lounges, restrooms, corridors, or any public areas.
- Take personal items with you or ask someone you know and trust to watch the items for you.
- Limit the carrying of money, personal identification, credit, and debit cards. Only carry what you need.
- Record the serial number of your valuables, especially laptop computers. If valuables are stolen, serial numbers are needed for the police report.

Street Safety

- Use the "buddy system" whenever possible. Avoid walking or jogging alone.
- Be alert and aware of your surroundings at all times.
- Walk confidently and with a purpose.
- Avoid talking on a cell phone or listening to music with earphones while walking or jogging.

- Walk or jog in well-lighted and populated areas. Avoid alleys and construction sites.
- Avoid engaging in conversation with individuals soliciting food, money.
- Never accept a ride or get too close to a car if someone is asking for directions.
- Carry a backpack, purse or bag that zips and has a cover flap with a strap(s) that can be worn across your shoulder. Avoid bags with outside compartments. Carry wallets in front, rather than rear pockets.
- TRUST YOUR INSTINCTS! If you feel uncomfortable, immediately proceed to the nearest well-lighted, populated area (this may be an open restaurant, store or business) and ask for help, or call 911.

Public Transportation Safety

- Use the "buddy system" whenever possible.
- Know the bus or train schedule ahead of time to avoid waiting longer than necessary.
- Choose a stop or station that is well lit and populated.
- Choose a seat near the driver or conductor, whenever possible.
- Avoid displaying cash, electronic devices and jewelry (remove jewelry or tuck necklaces inside your clothing and turn rings around so stones are not showing).
- Stay alert! Don't sleep on the bus or train.
- Hold on to purses, backpacks and bags. Don't rest on the seat or floor.

Parking Safety

- Do not park in isolated locations.
- Park in well-lit, higher traffic locations, whenever possible.
- Make a note where you parked to avoid wandering around looking for your vehicle when you return.
- Do not leave packages and valuables visible. Lock in storage compartments or place under seats.
- Remove GPS devices/holders from the dashboard. Lock in storage compartments or take with you.
- Always lock all doors and take your keys with you.
- When returning to your vehicle, have your keys in hand and ready before arriving at the vehicle.
- When approaching vehicle, look at all sides and beneath vehicle for someone who may be hiding. Check the interior of the vehicle as well, before entering.
- Once in the vehicle, lock all doors, start the engine and move from the parking spot. Don't sit there applying make-up, or talking on the phone.

Residential Safety

- Keep your doors and windows locked, even when you are inside.
- Don't open your door to strangers.
- Don't let unfamiliar people into your room.
- Don't leave notes on your door about where you are or when you will be back.
- Don't loan your keys to anyone or place any identification on your key ring.
- Don't prop exterior doors open or allow unfamiliar people to enter the building behind you.
- Immediately report suspicious persons or activity to your RA, Campus Safety or the police.

Awareness/Prevention of Sexual Assault/Sexual Misconduct

- Go to parties, clubs, and bars with a group of friends. Stay in touch and agree to leave together.
- Never leave or go somewhere alone with someone you don't know well.
- Understand the effect of alcohol/drugs on you, and others' ability to make healthy and safe decisions.
- Always get consent first – enthusiastic, voluntary consent. An incapacitated person cannot give consent.

- Step in to intervene if you are concerned about someone's wellbeing or safety. Get others to assist you if necessary.

If You Do Drink…

- Being intoxicated is never an excuse to hurt someone.
- Know your limits.
- Pour or open your own drink.
- Don't leave your drink unattended. Date rape drugs can be added without you knowing, as they are often odorless, tasteless and colorless.
- If you must leave your drink, get a new one when you come back.
- If you suspect that you or a friend has been drugged, call 911 or get to the nearest medical facility.

Obscene Phone Calls

Hang up as soon as you realize the nature of the call. Don't show any reaction and don't engage the caller in any conversation.

- Note the time, what the caller said, a description of the voice, and any background noise.
- Report to the local police department, Campus Safety and RA, if in a residence hall.

Internet Safety

- Never post personal information such as your phone number, address or location on any social networking site or mobile app.
- If you need to meet someone in person who you first met online (e.g., Dating sites or social networking sites), meet in a public place. Bring a friend along, and tell others where you are going and when you plan to return.
- Keep your user names and passwords private.
- Act online as you would offline. If you wouldn't say something in person, don't text it or post it online.
- Ignore mean or threatening messages. Speak up if you see a friend cyberbullying.
- Almost everything on the internet is traceable, so use caution when posting information.

Monitoring and Recording of Criminal Activity by Students at Non-campus locations of Recognized Student Organizations

Roosevelt University does not have officially recognized student organizations that own or control housing facilities outside of the Roosevelt University core campus. Therefore, local PD is not used to monitor and record criminal activity since there are non-campus locations of student organizations.

Drug & Alcohol-Free Campus

Statement of Policy

In compliance with federal, state and local law, University policy prohibits the unlawful manufacture, dispensation, distribution, sale, possession or use of a (illegal drugs) controlled substance or alcohol by students, faculty and staff in the workplace or while conducting college business or activities. The University has primary responsibility for the enforcement of local, state and federal alcohol laws, as well as the enforcement of local, state and federal drug laws. Chicago Police Department is responsible for the Chicago Campus and the

Schaumburg Police Department for the Schaumburg Campus for the enforcement of state underage drinking laws and the enforcement of Federal and State drug laws.

Students must abide by the Student Code of Conduct as it relates to the use, possession and/or sale of alcohol or illegal drugs. If found in violation of these policies, a student will be referred to the Office of Student Rights and Responsibilities, who determines if the policy was violated and issues relevant sanctions. Faculty and staff members must abide by the Professional Code of Conduct as it relates to the use, possession and or sale of alcohol or illegal drugs. If found in violation of these policies, a faculty/staff member will be referred to the Office of Human Resources, who determines if the policy was violated and issues relevant sanctions. In carrying out this commitment, Roosevelt University will fully comply with the federal Drug-Free Schools and Communities Act of 1986 as amended by Public Law 101-226 and the Drug-Free Workplace Act of 1988 (Public Law 100-690, Title V, Subtitle D, Section 5160).

Drug Free Schools and Communities Act

In compliance with the Drug Free Schools and Communities Act, Roosevelt University publishes information regarding the University's educational programs related to drug and alcohol abuse prevention; sanctions for violations of federal, state, and local laws and University policy; a description of health risks associated with alcohol and other drug use; and a description of available treatment programs for Roosevelt University students and employees. A complete description of these topics, as provided in the University's annual notification to students and employees, is available online.

The following link is for students: https://www.roosevelt.edu/policies/compliance-policies/human-resources/drug-and-alcohol-testing

The following link is for employees: https://www.roosevelt.edu/sites/default/files/files/pdfs/policies/policy-02-06-drug-alcohol-free-workplace.pdf

Disciplinary Sanctions

Consistent with federal, state and local law, the University will impose disciplinary sanctions upon students and employees who violate this policy. Violations of the federal, state and local laws and ordinances governing drug and alcohol abuse by employees or students may result in referral for criminal prosecution. Legal sanctions, including fines and/or imprisonment, may be imposed by the courts. Students in violation of the policy may be required by the University to receive treatment, change housing assignments or to be suspended or expelled. Faculty and staff in violation of this policy may be required to receive treatment. The University may exercise disciplinary actions against faculty and staff in violation of the policy, up to and including termination.

Employee Notification of Criminal Drug Statute Conviction

Employees must, as a condition of employment, comply with this policy and notify their immediate supervisor of any criminal drug statute conviction for a violation occurring in the workplace no later than five calendar days after such conviction. The supervisor is responsible for notifying Human Resources immediately upon notice from the employee.

Health Risk Associated with Illicit Drugs and Alcohol Abuse

The University's primary interest is to assist Roosevelt students, faculty and staff in avoiding the physiological and psychological damage that results from drug and alcohol abuse. The health risks associated with the use of illicit drugs and the abuse of alcohol include physical impairment such as liver, heart, digestive impairment, memory loss, impaired judgment and other personality disorders.

Treatment and Rehabilitative Services

Faculty, staff and students may receive confidential alcohol and drug counseling treatment through the counseling staff and referral information regarding drug or alcohol counseling, treatment and rehabilitative programs available through Cook County or Public Services, other support groups and local licensed mental health care professionals.

Counseling Services Available

Students or employees who are having difficulty with drug or alcohol use are urged to seek confidential counseling from appropriate University offices. Anyone who is aware of others (students, faculty or staff) with drug or alcohol abuse problems should also seek guidance, in complete confidence, from these offices.

Questions and referrals concerning the policy with respect to student use of drugs or alcohol may be directed to the **Office of Student Affairs, Auditorium Building 204 at (312) 341-2024.**

Questions and referrals concerning the policy as it applies to faculty and staff may be directed to **Office of Human Resources, Auditorium Building 1757 at (312) 341-4334.** Additional information about physiological drug outcomes and sanctions is available upon request from the offices listed above.

Policy Prohibiting Discrimination, Harassment, Bullying, and Retaliation

Policy Statement

Roosevelt University is committed to the preservation of the dignity and worth of all members of the University community. To ensure an environment for working and learning in which all individuals are treated with respect, discrimination and harassment are unacceptable and will not be tolerated. In addition, no person who makes a good faith report of discrimination and/or harassment shall be retaliated against in any way.

Roosevelt University is committed to creating and maintaining a campus culture that upholds respect, civility, honor, and nonviolence. The University recognizes that each member of the community shares responsibility for ensuring that the learning and working environment is free from all forms of sexual harassment, including sexual assault, stalking, and intimate-partner violence. In particular, the University recognizes that sexual harassment can function as discrimination by preventing people from participating fully in an educational or professional enterprise. Thus, to create a culture of respect, support, and empowerment, the University will address instances of sexual harassment promptly and equitably and educate all community members to prevent instances of sexual harassment. In these ways, Roosevelt will ensure a safe and open environment for working and learning in which all individuals— faculty, staff, students, administrators, and visitors—are free from discrimination. The University reserves the right to modify or amend this Policy and Procedure at any time, at its sole discretion.

The University's Sex Discrimination and Sex-Based Harassment Policy implements the University's prohibition on Sex Discrimination, contains information on how to report Sex Discrimination, and sets forth the University's processes for investigating and adjudicating allegations of Sex Discrimination. The Policy prohibits all forms of Sex Discrimination, including Adverse Treatment

Sex Discrimination, Policy or Practice Sex Discrimination, and Sex-Based Harassment, which includes Quid Pro Quo Harassment, Hostile Environment Harassment, Sexual Assault, Domestic Violence, Dating Violence, and Stalking. Members of the University Community who commit Sex Discrimination are subject to the full range of University discipline including verbal reprimand; written reprimand; mandatory training, coaching, or counseling; mandatory monitoring; partial or full probation; partial or full suspension; demotion; fines; permanent separation from the institution (that is, termination or dismissal); physical restriction from University property; cancellation of contracts; and any combination of the same. The University will provide persons who have experienced Sex Discrimination ongoing remedies as reasonably necessary to restore or preserve access to the University's Education Programs or Activities. Consistent with Title IX, the University also provides certain supports and modifications for persons who are experiencing pregnancy or pregnancy related conditions.

Unless otherwise stated, the following definitions apply to this Policy:

- "Employee" means a person who is paid wages to perform services for the University. For the purposes of this policy, volunteers and independent contractors are also considered "employees"

- "Employment decisions" shall refer to the terms and conditions of an employment applicant or Employee's employment with the University, including recruiting, hiring, training, compensation, promotion, demotion, transfer, layoff, termination, and other terms and conditions of employment.

- "Student" means a person who has gained admission to the University, whether or not they have matriculated

- "Educational decisions" shall refer to the terms and conditions of a student applicant or Student's education at the University, including access to programs, grades, and learning environment.

Anti-Discrimination

Roosevelt University has been committed in its programs and activities from its inception to a policy on nondiscrimination. No person (including but not limited to, any employment applicant or Employee, any admission applicant or Student) shall be discriminated against because of age, ancestry, citizenship, color, creed, disability, gender, gender identity, marital status, military status, national origin, parental status, race, religion, sexual orientation, source of income, unfavorable discharge from military service, veteran status, or as a result of being the victim of domestic or sexual violence in its programs and activities or other status protected by law (i.e., "Protected Status")

Anti-Harassment

Harassment, as it is defined in this Policy, is a form of discrimination and it is therefore a violation of Roosevelt University policy for any person to harass another person.

An Employee has been harassed where enduring the offensive conduct becomes a condition of continued employment, or where the conduct is so severe or pervasive that it has created a work environment that a reasonable person would consider intimidating, hostile, or abusive. A Student has been harassed where the conduct is so severe or pervasive that a reasonable person would find that it interfered with their ability to participate in or benefit from the educational program.

Harassment can take many forms. The following examples of harassment are intended to be guidelines and are not exclusive in determining whether there has been a violation of this Policy:

- Verbal Harassment: Comments that are offensive or unwelcome regarding a person's Protected Status, including epithets, slurs, and negative stereotyping.

- Non-verbal Harassment: Distribution, display, or discussion of any written or graphic material that ridicules, denigrates, insults, belittles, or shows hostility, aversion, or disrespect toward an individual or group because of that person's Protected Status.

- Sex-Based Harassment: Sex-Based Harassment is a form of Sex Discrimination and consists of sexual and other Sex-Based harassment that constitutes Quid Pro Quo Harassment, Hostile Environment Harassment, Sexual Assault, Sexual Exploitation, Domestic Violence, Dating Violence, or Stalking.

- There are three forms of sexual harassment:
  - Verbal Sexual Harassment: Innuendoes, suggestive comments, jokes of a sexual nature, sexual propositions, lewd remarks and threats; requests for any type of sexual favor (including repeated, unwelcome requests for dates), and verbal abuse or "kidding" that is oriented toward a prohibited form of harassment, including that which is sexual in nature, unwelcome, and offensive.
  - Non-verbal Sexual Harassment: Distribution, display, or discussion of any written or graphic material (*e.g.*, calendars, posters, or cartoons) that are sexually suggestive or show hostility toward an individual or graph because of sex, suggestive or insulting sounds, leering, staring, whistling, obscene gestures, content in correspondence, or other form of communication that is sexual in nature, unwelcome, and offensive.
  - Physical Sexual Harassment**:** Unwelcome physical contact (*e.g.*, touching, tickling, pinching, patting, brushing up against, hugging, cornering, kissing, fondling, and forced sexual intercourse or assault).
- There are two types of sexual harassment:
  - Quid pro quo harassment, "Quid Pro Quo Harassment" is an Employee, agent, or other person authorized to provide an aid, benefit, or service of the University explicitly or implicitly conditioning the provision of an aid, benefit, or service of the University on a

person's participation in unwelcome sexual conduct. It is also where submission to the harassment is used as the basis for employment decisions or educational decisions. For example:

- A supervisor promises to give an employee a raise if she goes on a date with him; or a supervisor telling an employee she will fire him if he does not have sex with her.
- A faculty member promises to give a student a good grade if she goes on a date with him; a faculty member threatens to give a student a bad grade if he does not have sex with her.

- Hostile work or learning environment, "Hostile Environment Harassment" is unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the University's Education Programs or Activities.

Whether a hostile environment has been created is a fact-specific inquiry that includes consideration of:

• The degree to which the conduct affected the person's ability to access the University's Education Programs or Activities.
• The type, frequency, and duration of the conduct.
• The parties' ages, roles within the University's Education Programs or Activities, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct.
• The location of the conduct and the context in which the conduct occurred.• Other Sex-Based harassment in the University's Education Programs or Activities.

Anti-Bullying

Bullying is similar to harassment in that both types of conduct involve using cruel, offensive, and insulting behaviors to physically, mentally, and/or emotionally harm another person. Harassment specifically relates to conduct that is directed at another person because of the other person's Protected Status; bullying as defined in this Policy, relates to all harassing conduct, regardless of the animus of the person engaging in the harassment. The following types of behavior are examples of bullying:

- Verbal bullying**:** Slandering, ridiculing or maligning a person or family; persistent name calling that is hurtful, insulting or humiliating; using a person as butt of jokes; abusive and offensive remarks.
- Physical bullying: Pushing, shoving, kicking, poking, tripping, assault or threat of physical assault, damage to a person's work, study and living area or property.
- Gesture bullying: Nonverbal threatening gestures; glances that can convey threatening messages.
- Exclusion: Socially or physically excluding or disregarding a person in work-related activities for inappropriate reason.

Hazing Policy

Roosevelt University prohibits students, employees, officers, contractors, and volunteers from engaging, or attempting to engage in Hazing. The University defines Hazing as:

1. Hazing: Roosevelt University acts in accordance with the Federal Stop Campus Hazing Act.
    1. Hazing is defined as any action taken or situation created, intentionally or unintentionally, whether on or off Roosevelt University premises and whether presented as optional or required, that a reasonable person could experience as mental, physical, or emotional discomfort; servitude; degradation; embarrassment; harassment; or ridicule for the purpose of initiation into, affiliation with, or admission to, or as a condition for continued membership in a group, team, or other organization, regardless of an individual's willingness to participate. Acceptance of or consent to an activity on the part of a new member or individual does not justify an individual, organization, or group's sponsorship of the activity. Such actions may include but are not limited to the following:
    - Whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
    - Causing coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
    - Causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances; or causing, coercing, or otherwise inducing another person to perform sexual acts;
    - Any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct; Any activity against another person that includes a criminal violation or local, State, Tribal, or Federal law; and
    - Any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.

2. Student Organization definition: for purposes of this policy, an organization at Roosevelt University (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which one or more of the members are students enrolled at Roosevelt University, whether or not the organization is established or recognized by the University.

3. Reporting: Any individual who experiences or witnesses Hazing is strongly encouraged to report the incident immediately. There are several ways to report incidents of hazing student, faculty and staff:
    - Report by completing this form which inform the appropriate member of the Dean of Students Office . Hazing can be reported by completing this form
    - Campus Safety at 312-341-2020.
    - Reports can be made by phone or by email using the contact information below
    - Any incident involving an in-progress crime or emergency should be reported immediately to the local law enforcement agency with jurisdiction by dialing 911

4. Investigation and Discipline: Investigation and sanctioning of hazing incidents shall be conducted in conformance with the Roosevelt University Student Misconduct Process as described in the annual student handbook.

5. Policy Verbiage Referencing State Law: Incidents of hazing are subject to Illinois law. In Illinois, hazing is a criminal offense under 720ILCS 5/12C-50, punishable as a misdemeanor or felony depending on the severity of harm caused, which carries criminal penalties of up to three years' imprisonment and a $25,000 fine.

6. A Hazing Prevention and Awareness Program shall be developed by the Assistant Director for Student Engagement and Leadership. The program will take place each fall semester in tandem with the training for registered student clubs and organizations. The program will also be required for staff and faculty advisors as well. Topics covered in the program will include the definition of hazing, prohibited conduct, applicable Illinois laws, prevention strategies, bystander intervention skill-building, ethical leadership, and strategies to encourage group cohesion without hazing.

7. Immunity for reporters: An individual who makes a timely good faith report of hazing and/or participates in good faith in an investigation will not be subject to disciplinary action by the University for conduct or policy violation(s) related to and revealed in the report or investigation (i.e., underage consumption of alcohol or use of drugs), unless the University determines that the violation was serious and/or placed the health and safety of others at risk. The University may follow up with good faith participants in an informal manner. This provision may also apply to student organizations/groups making a report of hazing involving individual members.

8. Confidentiality: Every effort will be made to maintain the confidentiality of reports of hazing and investigations, to the extent possible and permitted by law.

9. Retaliation: Retaliation against any individual who reports hazing or participates in an investigation is strictly prohibited and will be subject to disciplinary action.

Process Used to investigate Hazing

Upon receipt of a report alleging Hazing, the Office of Student Rights and Responsibilities, or designee, will review the report and determine if the alleged behavior, as described in the report, would constitute Hazing as defined by the University. The Office of Student Rights and Responsibilities or designee, will also determine which University official(s) or office(s) have jurisdiction over the respondent(s). As it relates to the University's Hazing policy, the term "respondent" refers to a student, a recognized or registered student organization, or an employee who is alleged to have engaged in Hazing.

The Office of Student Rights and Responsibilities, or designee, is empowered to take reasonable steps to obtain additional information that may be necessary to determine if a policy violation has been alleged or to determine if an investigation is warranted. The Office of Student Rights and Responsibility may consult with applicable University officials when determining which individual(s) or office(s) have jurisdiction over the respondent(s). When determining jurisdiction, the Office of Student Rights and Responsibilities, or designee, will consider:

- the nature of the alleged conduct,
- the circumstances of the report, and
- whether the respondent is a person or student organization subject to the University's conduct standards.

These factors will also inform whether the procedures outlined in the will be utilized to resolve the alleged misconduct. Allegations of Hazing involving a student or a student organization that is officially recognized by, or registered with, the University will be resolved using the procedures outlined in the Code of Student. Allegations involving other respondents will be resolved using the policies and procedures applicable to the respondent's status.

Interim Action

In response to the report, the Office of Student Rights and Responsibilities, or designee, may impose an interim administrative action on a respondent prior to the resolution when a threat of imminent harm to persons or property exists, and/or there is potential for significant disruption to the community that exists during the course of investigation. If the respondent is an employee, the applicable University official(s) may impose interim administrative action consistent with the policies and procedures applicable to the employee.

Interim action is not a sanction. It is taken in an effort to protect the safety and well-being of individuals and the University community. Interim administrative action is preliminary in nature; it is in effect only until there is a resolution of the matter. The respondent may challenge the interim action in writing to the next level of conduct authority within five (5) days of the imposition of the interim action. The interim action will be in effect during the challenge.

For purposes of the University's Hazing policy, the phrase "student organization" means "an organization at Roosevelt University (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the University." While student organizations that are not recognized or established by the University are not subject to the University's disciplinary jurisdiction, individuals who engage in violations of the standards of conduct outlined in the University's Hazing policy will be held accountable regardless of whether the student organization in which the Hazing activities occurred is recognized or established by the institution.

Any student organization recognized or established by the University that is found to be responsible for violating the University's Hazing policy will be recorded in the Campus Hazing Transparency Report. However, all reports of hazing involving student organizations that occur in the University's Clery Geography will be included in the crime statistics regardless of whether the organization is established or recognized by the institution.

The University reserves the right to hold a sub-group of an organization accountable for Hazing policy violations, rather than the entire student organization, when circumstances reasonably indicate a sub-group, not the entire student organization, committed a Hazing policy violation. For example, affinity groups or position groups within an athletic team that meet the definition of student organization may be held accountable for Hazing in lieu of the entire athletic team.

Process Used to Investigate Hazing Reports

Upon receipt of a report alleging Hazing, the Office of Student Rights and Responsibilities, or designee, will review the report and determine if the alleged behavior, as described in the report, would constitute Hazing as defined by the University. The Office of Student Rights and Responsibilities, or designee, will also determine which University official(s) or office(s) have jurisdiction over the respondent(s). As it relates to the University's Hazing policy, the term "respondent" refers to a student, a recognized or registered student organization, or an employee who is alleged to have engaged in Hazing.

The Office of Student Rights and Responsibilities, or designee, is empowered to take reasonable steps to obtain additional information that may be necessary to determine if a policy violation has been alleged or to determine if an investigation is warranted. The Office of Student Rights and Responsibilities, may consult with applicable University officials when determining which individual(s) or office(s) have jurisdiction over the respondent(s). When determining jurisdiction, the Office of Student Rights and Responsibilities or designee, will consider:

- the nature of the alleged conduct,
- the circumstances of the report, and
- whether the respondent is a person or student organization subject to the University's conduct standards.

These factors will also inform whether the procedures outlined in the Student Code of Conduct will be utilized to resolve the alleged misconduct. Allegations of Hazing involving a student or a student organization that is officially recognized by, or registered with, the University will be resolved using the procedures outlined in the Student Code of Conduct. Allegations involving other respondents will be resolved using the policies and procedures applicable to the respondent's status.

Interim Action

In response to the report, the Office of Student Rights and Responsibilities or designee, may impose an interim administrative action on a respondent prior to the resolution when a threat of imminent harm to persons or property exists, and/or there is potential for significant disruption to the community that exists during the course of investigation. If the respondent is an employee, the applicable University official(s) may impose interim administrative action consistent with the policies and procedures applicable to the employee.

Interim action is not a sanction. It is taken in an effort to protect the safety and well-being of individuals and the University community. Interim administrative action is preliminary in nature; it is in effect only until there is a resolution of the matter. The respondent may challenge the interim action in writing to the next level of conduct authority within five (5) days of the imposition of the interim action. The interim action will be in effect during the challenge.

Investigation

If an investigation is warranted, the Office of Student Rights and Responsibilities or designee, shall appoint one or more investigators to conduct a prompt, thorough, and impartial investigation. External investigators may be appointed at the discretion of the Office of Student Rights and Responsibilities. Reports of alleged Hazing that also allege violations of the University's Student Code of Conduct will be coordinated between the Office of Student Rights and Responsibilities, or designee), and Title IX Coordinator to determine the appropriate investigation and/or resolution procedures.

The respondent (typically the president for a registered/recognized student organization, or its equivalent for an established organization) will be sent a written notice of the allegations by way of their University supplied e-mail account. If the student organization has a national or oversight entity, that entity may be apprised of the University's investigation at the discretion of the Office of Student Rights and Responsibilities. The national or oversight entity cannot speak on behalf of or represent the student organization.

Reasonable efforts will be made to complete the investigation in a timely manner. Typically, the University will aim to complete an investigation into allegations of Hazing within 45 business days of providing written notice of the investigation to the respondent, though investigations may extend beyond 45 business days as circumstances require.

During the investigation, the respondent will be provided with an opportunity to: provide information through an in-person or virtual interview, submit a written account, provide the names of incident witnesses for possible interviews with the investigator(s), provide witness statements, and provide any documentation that may be relevant to the facts of the allegations. However, the investigator(s) may consider information from any sources the investigator(s) deem relevant and credible. The investigator(s) will make reasonable efforts to obtain relevant supporting documentation related to the allegations from other University official(s) or available resources.

Upon completion of the investigation, the investigator(s) will prepare an investigation report. The investigation report will summarize the information gathered and include detailed findings-of-fact regarding the behaviors in question.

IF THE INVESTIGATOR DETERMINES RESPONSIBILITY:

The investigator(s) will determine whether each respondent violated the University's Hazing policy and document these findings in the investigation report. The Office of Student Rights and Responsibilities will impose appropriate sanctions in accordance with the Student Code of Conduct for students or student organizations found to have violated the University's Hazing policy.

All respondents will be informed, in writing, of the University's findings and any sanctions imposed. Any opportunity for the respondent to appeal will follow the relevant policies and procedures applicable to the respondent.

Respondents who violate the University's Hazing policy will be subject to conduct sanctions, which may include probation, loss of privileges, loss of recognized/registered status, mandatory training or education, suspension, expulsion, administrative leave, revocation of tenure, or termination. Respondents can also face sanctions under other University policies as well as criminal or civil penalties imposed under applicable law.

Campus Hazing Transparency Report

As required by the Stop Campus Hazing Act, the University publishes a Campus Hazing Transparency Report that summaries findings concerning student organizations established or recognized by the University that have been found responsible for violating the University's Hazing policy. The Transparency Report will be updated to include new findings of organizational responsibility no less than twice annually following a final determination that a student organization has violated the University's Hazing policy. The first Transparency Report will be published by December 23, 2025, unless no organizations have been found responsible for Hazing at that time, as the University is not required to publish a Transparency Report until a student organization has been found responsible for violating the University's Hazing policy on or after July 1, 2025.

Each entry published to the Transparency Report will include, at a minimum, the following information:

- the student organization;
- a general description of the violation that resulted in a finding of responsibility;
- whether the violation involved the abuse or illegal use of alcohol or drugs;
- the findings of the institution (i.e., the rationale for finding the organization responsible for Hazing);
- any sanctions placed on the student organization; and
- the dates on which—
    - the incident was alleged to have occurred,
    - the investigation into the incident was initiated,
    - the investigation ended with a finding that a Hazing violation occurred, and
    - the student organization was provided notice that the incident resulted in a Hazing violation.

The Transparency Report can be found on our University website in December 2025. The University also publishes additional information, including:

- A statement notifying the public of the availability of Hazing statistics that are published in the Annual Security Report;
- Information about the institution's policies relating to Hazing; and
- Information on applicable local, State, and Tribal laws regarding Hazing.

Hazing Prevention and Awareness Programs

The University provides Hazing prevention and awareness programs that are informed by research, campus-wide in scope, and designed to reach all students, staff, and faculty. Programs address various topics, including:

- the University's definition of Hazing, including a clear statement that the University prohibits Hazing;
- the definition of Student Organization, as it applies to the University's Hazing policy;
- how to report Hazing;
- the process the University will use to investigate reports of Hazing;
- information on applicable local, State, and Tribal laws regarding Hazing; and
- primary prevention strategies intended to stop Hazing before it occurs

These programs are part of the University's comprehensive strategy to prevent incidents of Hazing before they occur. These programs also raise awareness about the University's Campus Hazing Transparency Report that

summarizes findings concerning student organizations established or recognized by the University that have been found responsible for violating the University's Hazing policy.

Title IX Policy and Procedure

Policy Statement

Roosevelt University is committed to creating and maintaining a campus culture that upholds respect, civility, honor, and nonviolence. The University recognizes that each member of the community shares responsibility for ensuring that the learning and working environment is free from all forms of sexual harassment, including sexual assault, stalking, and intimate-partner violence. In particular, the University recognizes that sexual harassment can function as discrimination by preventing people from participating fully in an educational or professional enterprise. Thus, to create a culture of respect, support, and empowerment, the University will address instances of sexual harassment promptly and equitably and educate all community members to prevent instances of sexual harassment. In these ways, Roosevelt will ensure a safe and open environment for working and learning in which all individuals— faculty, staff, students, administrators, and visitors—are free from discrimination.

The University reserves the right to modify or amend this Policy and Procedure at any time, at its sole discretion. Any change to this Policy will become effective at the time designated above, and the changes will apply to both any person attempting to or participating in Roosevelt University's educational program or activity. This Policy does not constitute an express or implied contract between Roosevelt University and any past, present, or prospective student, employee (including administrator, faculty, or staff), contractor, or volunteer. The University reserves the right to modify or amend this Policy at any time, at its sole discretion. Any change to this Policy will become effective at the time designated above. This Policy does not constitute an express or implied contract between Roosevelt University and any past, present, or prospective student, employee (including administrator, faculty, or staff), contractor, or volunteer.

This Policy governs conduct on all of the University's properties, including but not limited to the Auditorium Theatre of Roosevelt University ("ATRU"). Unless otherwise stated, the term "Employee" as used in this Policy shall refer to all employees (including administrators, faculty, and staff), contractors, and volunteers.
The University reserves the right to modify or amend this Policy at any time, at its sole discretion. Any change to this Policy will become effective at the time designated above. This Policy does not constitute an express or implied contract between Roosevelt University and any past, present, or prospective student, employee (including administrator, faculty, or staff), contractor, or volunteer. This Policy governs conduct on all of the University's properties, including but not limited to the Auditorium Theatre of Roosevelt University ("ATRU"). Unless otherwise stated, the term "Employee" as used in this Policy shall refer to all employees (including administrators, faculty, and staff), contractors, and volunteers. Policy Sex Discrimination and Sex-Based Harassment Policy

The University has designated a Title IX Coordinator to respond to questions about the Policy and Title IX and its implementing regulations; to receive Reports and Complaints of Sex Discrimination as further explained in the Policy, and to coordinate and oversee the University's response to Sex Discrimination as dictated by the Policy and applicable laws and regulations.

The Title IX Coordinator's name and contact information is:
Natasha L. Robinson, J.D.
Deputy Chief Diversity Officer & Title IX Coordinator
AUD 476B Roosevelt University Chicago, IL 60605
Office number: (312) 281-3245
Email address: nrobinson13@roosevelt.edu

The Title IX Coordinator may assign one or more designees to carry out some of the University's responsibilities for compliance with Title IX and its implementing regulations, but the Title IX Coordinator retains ultimate oversight for those responsibilities. In addition to the Title IX Coordinator, questions about Title IX and its implementing regulations may be referred to the U.S. Department of Education's Office for Civil Rights ("OCR"). Contact information for OCR is available at this link.

II. DEFINITIONS Capitalized terms have the meaning described in "Definitions".

DEFINITIONS

"Adverse Treatment Sex Discrimination" means material, adverse action taken against a person where the motivating factor for the action is Sex-Based except where such action is permitted by law. The adverse action need not be sexual in nature to constitute Adverse Treatment Sex Discrimination.

"Coercion" means the use of force, physical restraint, threats of harm, intimidation, misuse of authority, blackmail, or other unreasonable pressure.

"Complainant" means:
• A Student or Employee who is alleged to have been subjected to conduct that could be prohibited by this Policy via the University's complaint resolution procedure; or
• A person other than a Student or Employee who is alleged to have been subjected to conduct that could be prohibited by this Policy and who was participating or attempting to participate in the University's Education Programs or Activities when the alleged conduct occurred.

"Complaint" means an oral or written request to the University to initiate an investigation and adjudication of alleged Sex Discrimination pursuant to the procedures in this Policy.

"Confidential Advisor" means a person who is employed or contracted by the University to provide emergency and ongoing support to student survivors of sexual violence with the training, duties, and responsibilities described in the Illinois Preventing Sexual Violence in Higher Education Act.

"Consent" means freely given words or actions that a reasonable person in the position of the Respondent would understand as agreement to engage in the sexual conduct at issue. A person's lack of verbal or physical resistance or submission resulting from the use of threat of force does not constitute consent. A person's manner of dress does not constitute consent. A person's consent to past sexual activity does not constitute consent to future sexual activity. A person's consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with a different person. A person who is Incapacitated is not capable of giving Consent, and a person who is under the age of consent cannot consent. Consent cannot be procured through Coercion. A person can

withdraw consent at any time.

"Dating Violence" is violence committed by a person –
• Who is or has been in a social relationship of a romantic or intimate nature with the victim; and • Where the existence of such a relationship will be determined based on a consideration of the following factors:

- o The length of the relationship;
- o The type of relationship; and
- o The frequency of interaction between the persons involved in the relationship.

"Domestic Violence" is felony or misdemeanor crimes of violence committed by a person who:

- Is a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the State of Illinois, or a person similarly situated to a spouse of the victim;
- Is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
- Shares a child in common with the victim; or
- Commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the State of Illinois.

"Employee" means a person who is paid wages to perform services for the University. For the purposes of this policy, volunteers and independent contractors are also considered "employees".

"Education Programs or Activities" refers to:

- Activity occurring under any of the operations of the University in the United States, including, but not limited to, in-person and online educational instruction, admissions, employment, research activities, extracurricular activities, athletics, residence life, dining services, performances, and community engagement and outreach programs.
- Activity that occurs on campus or on other property owned or occupied by the University.
- Activity that occurs in a building owned or controlled by a student organization that is officially recognized by the University.
- Activity that is subject to the University's disciplinary authority. "FERPA" refers to the Family Educational Rights and Privacy Act, which is a federal law governing the confidentiality of a Student's education records and a Student's right to access, review, and seek amendment of education records.

"Hostile Environment Harassment" is unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the University's Education Programs or Activities.
Whether a hostile environment has been created is a fact-specific inquiry that includes consideration of:
• The degree to which the conduct affected the person's ability to access the University's Education Programs or Activities.
• The type, frequency, and duration of the conduct.
• The parties' ages, roles within the University's Education Programs or Activities, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct.
• The location of the conduct and the context in which the conduct occurred.

• Other Sex-Based harassment in the University's Education Programs or Activities.

"Incapacitated" or "Incapacity" refers to the state where a person does not appreciate the nature or fact of sexual activity due to the effect of drugs or alcohol consumption, medical condition or disability, or due to a state of unconsciousness or sleep.

"Policy" refers to this Sex Discrimination and Sex-Based Harassment Policy.

"Policy or Practice Discrimination" means a University policy, practice, or condition that has the effect of excluding or limiting a person from participating in the University's Education Programs or Activities on a Sex-Based category or that results in inequitable access to the University's Education Programs or Activities on a Sex-Based category except where such action is permitted by law.

"Pregnancy or Related Conditions" means:

- Pregnancy, childbirth, termination of pregnancy, or lactation;
- Medical conditions related to pregnancy, childbirth, termination of pregnancy or lactation;
- Recovery from pregnancy, childbirth, termination of pregnancy, lactation, or their related medical conditions.

"Quid Pro Quo Harassment" is an Employee, agent, or other person authorized to provide an aid, benefit, or service of the University explicitly or implicitly conditioning the provision of an aid, benefit, or service of the University on a person's participation in unwelcome sexual conduct.

"Relevant" means related to the allegations of Sex Discrimination that are subject to investigation and adjudication as set forth in this Policy. Questions are relevant when they seek evidence that may aid in showing whether the alleged Sex Discrimination occurred, and evidence is Relevant when it may aid an adjudicator in determining whether the alleged Sex Discrimination occurred.
"Report" means an oral or written notification of alleged Sex Discrimination.

"Respondent" means a person who is alleged, via this Policy, to have engaged in conduct that could be prohibited by this Policy.

"Retaliation" is intimidation, threats, Coercion, or discrimination against any person by a Student, Employee, person authorized by the University to provide aid, benefit or service under the University's Education Programs or Activities, or the University itself, for the purpose of interfering with any right or privilege secured by Title IX or its implementing regulations, or because the person has reported information, made a Complaint, testified, assisted, or participated or refused to participate in any manner in any investigation, proceeding, or hearing under this Policy, or any other appropriate steps taken by the University in response to conduct prohibited by this Policy. Notwithstanding the foregoing, Retaliation does not include requiring an Employee or person authorized by the University to provide aid, benefit, or service under the University's Education Programs or Activities to participate as a witness in, or otherwise assist with, an investigation, proceeding, or hearing under this Policy. Retaliation includes initiating disciplinary process against a person for a violation of another University conduct standard that

does not involve Sex Discrimination but arises out of the same facts and circumstances of a Complaint or information about potential Sex Discrimination, if initiating such other disciplinary process is done for the purpose of interfering with the exercise of any right or privilege of Title IX. Retaliation can be committed by a peer. Retaliation does not include any conduct that a party has a right to engage in under the U.S. Constitution.

"Sex-Based" means on the basis of:

- sex
- sex stereotypes
- sex characteristics
- pregnancy or related conditions
- sexual orientation
- gender identity.

"Sex Discrimination" is an omnibus term that includes Adverse Treatment Sex Discrimination, Policy or Practice Discrimination, and Sex-Based Harassment.

"Sexual Assault" consists of one or more of the following:

• Rape: Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, or by a sex-related object. This definition also includes instance in which the victim is incapable of giving consent because of temporary or permanent mental or physical incapacity (include due to the influence of drugs or alcohol) or because of age. Physical resistance is not required on the part of the victim to demonstrate lack of consent.

• Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is unable to give consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

• Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by Illinois law.

• Sexual intercourse with a person who is under the statutory age of Consent as defined by Illinois law.
"Sexual Exploitation" occurs when an individual takes, or attempts to take, nonconsensual or abusive sexual advantage of another for their own advantage or benefit, or for the benefit or advantage of anyone other than the one being exploited.

"**Sex-Based Harassment**" is a form of Sex Discrimination and consists of sexual and other Sex-Based harassment that constitutes Quid Pro Quo Harassment, Hostile Environment Harassment, Sexual Assault, Sexual Exploitation, Domestic Violence, Dating Violence, or Stalking.

"**Stalking**" is engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
• Fear for their safety or the safety of others; or
• Suffer substantial emotional distress.

"**Student**" means a person who has gained admission to the University, whether or not they have matriculated.

"Supportive Measures" are non-disciplinary, non-punitive individualized measures offered, as appropriate, as

reasonably available, without unreasonably burdening a party, and without fee or charge to the Complainant or Respondent to (I) restore or preserve that party's access to the University's Education Programs or Activities, including measures that are designed to protect the safety of the parties or the University's educational environment, or (ii) provide support during the University's investigation and adjudication process under this Policy, including any informal resolution process.

Examples of Supportive Measures that may be available depending on the facts of a particular matter include: counseling; extensions of deadlines and other academic adjustments; campus escort services; increased security and monitoring for certain areas of campus; restrictions on contact between parties; honoring an order of protection or no contact order entered by a State civil or criminal court; leaves of absence; voluntary and involuntary changes to class, work, housing, dining, or extracurricular or any other activity; and training and education. "University Community" means all persons who participate in the University's Education Programs or Activities, including board members, administrators, faculty, staff, other Employees, Students, volunteers, guests, and contractors.

Policy

This Policy applies to Sex Discrimination that occurs within the University's Education Programs or Activities and that is committed by a member of the University Community. This Policy does not apply to Sex Discrimination that occurs outside the scope of the University's Education Programs or Activities. Nevertheless, the University will address a sex-based hostile environment under its Education Programs or Activities even when some conduct alleged to be contributing to the hostile environment occurred outside the Education Programs or Activities or outside of the United States.

While this Policy is the exclusive policy governing Sex Discrimination that occurs within the University's Education Programs or Activities, Reports and Complaints of Sex Discrimination may implicate conduct that violates other University policies and standards. The University retains full discretion to enforce its other policies and standards with respect to applicable conduct, whether prior to, at the same time as, or after allegations of Sex Discrimination have been resolved pursuant to this Policy.

Reporting Sex Discrimination

Any person may Report Sex Discrimination to the Title IX Coordinator. Reports may be made in person, by regular mail, telephone, electronic mail, or by any other means that results in the Title IX Coordinator receiving the person's Report. The University's online reporting form can be located by clicking here. In-person Reports must be made during normal business hours, but Reports can be made by regular mail, telephone, or electronic mail at any time, including outside normal business hours. Reports can be made anonymously via the University's online reporting form.

All University Employees are required to promptly report potential Sex Discrimination in the University's Education Programs or Activities to the Title IX Coordinator.

An Employee's duty to Report begins when:

(1) the Employee receives a Report of potential Sex Discrimination from another person; (2) the Employee observes potential Sex Discrimination; or
(3) the Employee learns about potential Sex Discrimination through some other means.

There are generally four ways to report Sexual Discrimination:

(1) to the Title IX Coordinator;
(2) online by clicking on the link provided by clicking here;
(3) to a Confidential Advisor; or
(4) to an Employee.

Roosevelt University's Title IX Coordinator can be contacted by telephone (312-281-3245) or email (TitleIX@roosevelt.edu).

In case of an emergency, call Roosevelt University Campus Safety or the Chicago police department at 911:

a. Campus Safety:
    i. Chicago Campus (312) 341-2020
    ii. Schaumburg Campus (847) 619-8989
b. Chicago Police:
    i. Chicago Campus, the Chicago Police Department may also be reached directly by calling 911, or in person at the 1st. District-Central Station, 1718 South State Street, Chicago, IL 60616. Additional information about the Chicago Police Department may be found online at: https://www.chicagopolice.org
c. Schaumburg Police:
    i. At the Schaumburg Campus, the Schaumburg Police Department may be reached directly by calling 911, or in person at 1000 W. Schaumburg Rd. Schaumburg, IL 60194. Additional information about the Schaumburg Police. Department may be found online at: https://www.villageofschaumburg.com/government/police
d. Lake County Police Department may be reached directly by calling 911
e. Peoria Police Department may be reached directly by calling 911

Confidential Reporting

The University recognizes that individuals who feel they have been victims of Sexual Assault, Dating Violence, Domestic Violence, or Stalking may require time and support in considering whether or how to participate in any University or law enforcement process. The University also recognizes that individuals who have been accused of Sexual Assault, Dating Violence, Domestic Violence, or Stalking may also require support. There are confidential resources on campus and in the community available to any individual who needs support or assistance.

Individuals wishing to receive confidential assistance without making a report to the University may speak with the University's Confidential Advisor. This confidential resource is available to assist you and will not report your circumstances to the University without your permission unless otherwise required to do so by law (such as when the victim is a minor).

A **Confidential Advisor** is available to discuss incidents or accusations of Sexual Assault, Dating Violence, Domestic Violence, or Stalking with both Complainants and Respondents in confidence, and provide emotional support in a safe and confidential space. Notwithstanding the foregoing, when necessary, the Confidential Advisor will make a non-identifying report to the appropriate University personnel so that reported crimes can

be included in the University's annual crime statistics disclosure. Disclosures to a Confidential Advisor will not initiate the University's investigation into an incident. The Illinois Preventing Sexual Violence in Higher Education Act grants Confidential Advisors the right to provide confidential services to and have privileged, confidential communications with survivors. All communications between a confidential advisor and a survivor pertaining to an incident of sexual violence shall remain confidential, unless the survivor consents to the disclosure of the communication in writing, the disclosure falls within one of the exceptions outlined below, or failure to disclose the communication would violate State or federal law. Communications include all records kept by the confidential advisor in the course of providing the survivor with services related to the incident of sexual violence.

There are only a few instances in which a Confidential Advisor will have to break confidentiality and disclose information that they have received. The Confidential Advisor may disclose confidential communications between the Confidential Advisor and the survivor if any of the following instances were to occur:

- if the Confidential Advisor's failure to disclose would result in a clear, imminent risk of serious physical injury to or death of the survivor or another person;
- if the Confidential Advisor receives written permission from the disclosing person allowing the Confidential Advisor to share information with the person's family, doctor, or University personnel;
- if the Confidential Advisor is court-ordered to provide information about person's disclosure, assessment, communications, or evaluation; and / or
- if the person indicates abuse, neglect, or exploitation of a child under 18 years of age or an individual age 60 or older who is unable to adequately care for himself / herself / themselves.

The confidential advisor shall have no obligation to report crimes to the higher education institution or law enforcement, except to report to the Title IX coordinator, as defined by Title IX of the federal Education Amendments of 1972, on a monthly basis the number and type of incidents of sexual violence reported exclusively to the confidential advisor in accordance with the higher education institution's reporting requirements under subsection (b) of Section 9.21 of the Board of Higher Education Act and under federal law.

In addition to providing confidential counseling, a Confidential Advisor also provides emergency and ongoing support to individuals who have experienced or been accused of Sexual Assault, Dating Violence, Domestic Violence, or Stalking including:

- Providing information regarding the individual's reporting options and possible outcomes, including making a report or a Complaint under this Policy and notifying local law enforcement;
- Providing information about available resources and services, including but not limited to services available on campus and through community-based resources such as sexual assault crisis centers, medical treatment facilities, counseling services, legal resources, medical forensic services and mental health services;
- Providing information regarding orders of protection, no contact orders or similar lawful orders issued by the University or a criminal or civil court;
- An explanation of the individual's right to have privileged, confidential communications with the Confidential Advisor consistent with applicable law;
- Upon request and as appropriate, providing assistance in contacting campus officials, community-based sexual assault crisis centers, campus security and/or local law enforcement; and/or
- Upon request, providing assistance with securing Supportive Measures and accommodations.

The University has partnered with the YWCA Metropolitan Chicago to provide our campus with confidential advising services. Please visit Rape Crisis Hotline for more information about available services and resources.

From time to time, the University may host public awareness events regarding Sex Discrimination, whether such events occur in person on campus or through an online platform. When potential Sex Discrimination is disclosed in the context of a public awareness event, the University will not act on the information solely because of the disclosure at the public awareness event, unless the information reveals an immediate and serious threat to the health or safety of any person. However, the Title IX Coordinator will use information disclosed during a public awareness event to inform efforts to prevent Sex Discrimination, including by providing tailored training and education.

The Title IX Coordinator will monitor the University's Education Programs or Activities for any barriers to reporting potential Sex Discrimination and take steps reasonably calculated to address any such barriers.

SPECIAL ADVICE FOR INDIVIDUALS WHO HAVE EXPERIENCED SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING

If you believe you are the victim of Sexual Assault, Domestic Violence, or Dating Violence, the University recommends the following:

- If the incident has just occurred, get to a safe place as soon as possible.
- Contact law enforcement by calling 911.
- Try to preserve all physical evidence related to the incident—avoid bathing, using the toilet, rinsing one's mouth, or changing clothes to facilitate the efficacy of a forensic examination. If it is necessary, put all clothing that was worn at the time of the incident in a paper bag, not a plastic one.
- Do not launder or discard bedding or otherwise clean the area where the assault occurred – preserve for law enforcement.
- Get medical attention and consider consenting to a forensic examination. Medical forensic examinations are available at no charge. A forensic examination may result in the collection of evidence that will be needed if you decide to make a report to police. Most local hospitals have forensic examination protocols and those that do not can refer you elsewhere. Take a full change of clothing, including shoes, for use after a medical examination.
- Preserve all forms of electronic communication that occurred before, during, or after the assault.
- Contact a trusted person, such as a friend or family member for support.
- Talk with a professional licensed counselor, chaplain, or health care provider who can help explain options, give information, and provide emotional support.
- Make a report to the Title IX Coordinator.
- Explore potential avenues for investigation and determination under this Policy.

It is also important to take steps to preserve evidence in cases of Stalking, to the extent such evidence exists. Such evidence is more likely to be in the form of letters, emails, text messages, electronic images, and social media exchanges, rather than evidence of physical contact and violence. This type of non-physical evidence will also be useful in all types of Sex-Based Harassment investigations.

Once a report of Sexual Assault, Domestic Violence, Dating Violence, or Stalking is made, the victim has several options such as, but not limited to:

- Obtaining Supportive Measures.

- Contacting parents or a relative.
- Seeking legal advice.
- Seeking personal counseling.
- Pursuing criminal or civil legal action against the perpetrator.
- Submitting a Complaint to the Title IX Coordinator.
- Requesting that no further action be taken.

The University's Campus Safety Department can also assist individuals in obtaining a personal protection order ("PPO") through civil courts.

Preliminary Assessment

After receiving a Report of potential Sex Discrimination, the Title IX Coordinator will conduct a preliminary assessment to determine:

- Whether the conduct, as reported, falls or may fall within the scope of this Policy (see "Policy Scope"); and
- Whether the conduct, as reported, constitutes or may constitute Sex Discrimination.

If the Title IX Coordinator determines that the conduct reported does not and could not fall within the scope of the Policy, and/or does not and could not constitute Sex Discrimination, even if investigated further, the Title IX Coordinator will close the matter and may notify the reporting party if doing so is consistent with FERPA. The Title IX Coordinator may refer the report to other University offices, as appropriate. If the Title IX Coordinator determines that the conduct reported could fall within the scope of this Policy, and/or could constitute Sex Discrimination, if investigated further, the Title IX Coordinator will proceed to contact the Complainant (see "Contacting the Complainant"). As part of the preliminary assessment, the Title IX Coordinator may take investigative steps to determine the identity of the Complainant, if it is not apparent from the Report.

Contacting the Complainant

If a Report is not closed as a result of the preliminary assessment (see "Preliminary Assessment") and the Complainant's identity is known, the Title IX Coordinator will promptly contact the Complainant to discuss the availability of Supportive Measures (see "Supportive Measures"); to discuss and consider the Complainant's wishes with respect to Supportive Measures; to inform the Complainant about the availability of Supportive Measures with or without making a Complaint; to explain the process for making a Complaint; and to advise the Complainant of the investigation and adjudication procedures set forth in this Policy. The Complainant will also be provided options for filing complaints with local law enforcement and information about resources that are available on campus and in the community.

Supportive Measures

A. Availability of Supportive Measures

If a Report is not closed as a result of the preliminary assessment (see "Preliminary Assessment"), the Title IX Coordinator will offer and make available Supportive Measures to the Complainant regardless of whether the Complainant elects to make a Complaint. Contemporaneously with the Respondent being notified of a Complaint, the Title IX Coordinator will notify the Respondent of the availability of Supportive Measures for the Respondent, and the University will offer and make available Supportive Measures to the Respondent in the same manner in which it offers and makes them available to the Complainant. The University will also offer and

make available Supportive Measures to the Respondent prior to the Respondent being notified of a Complaint, if the Respondent requests such measures. Supportive Measures that burden a Respondent will only be imposed after a Complaint is made and will be terminated at the conclusion of the investigation and adjudication process. Supportive Measures that burden a Respondent must be no more restrictive of the Respondent than is necessary to restore or preserve the Complainant's access to the University's Education Programs or Activities and will not be imposed for punitive or disciplinary reasons. For Supportive Measures, other than those that burden a Respondent, the University may, as appropriate, modify or terminate such Supportive Measures at the conclusion of the investigation and adjudication process or at the conclusion of any informal resolution process, or the University may continue them beyond that point. Either party may request that the Title IX Coordinator modify, augment, or terminate Supportive Measures, after their imposition, if circumstances have changed materially. If a party affected by Supportive Measures qualifies as a person with a disability under applicable law, the Title IX Coordinator may consult, as appropriate, with the individual or office at the University designated to provide support to persons with disabilities to ensure that the University complies with relevant disability law in the implementation of Supportive Measures. Supportive Measures are confidential and will not be disclosed to persons other than the party to whom the Supportive Measure pertains unless wider disclosure is necessary to provide the Supportive Measure. The University may inform a party of Supportive Measures provided to or imposed on the other party only if necessary to restore or preserve that party's access to the University's Education Programs or Activities.

B. Right to Challenge Supportive Measure Decisions If a party is affected by the Title IX Coordinator's decision to provide, deny, modify, augment, or terminate Supportive Measures, and wishes to seek a modification or reversal of the decision, the party may appeal the matter to the University's Vice President & Chief of Staff, Office of the President. Such an appeal must be made in writing and generally must be made within seven (7) days of the date the party is notified of the decision that the party wishes to appeal, provided, however, that the Vice President & Chief of Staff, Office of the President may hear appeals made outside the seven (7) day window for good cause shown, after considering all the facts and circumstances. If the Supportive Measures at issue in an appeal are ones that may affect the other party, the Vice President & Chief of Staff, Office of the President will notify the potentially affected party and allow that party to submit a written response, prior to deciding the appeal. The decision of the Vice President & Chief of Staff, Office of the President is final and not subject to further review. If a Supportive Measure burdens the Respondent, the Respondent will be given an opportunity to appeal the imposition of the Supportive Measure prior to the Supportive Measure taking effect unless such pre-imposition appeal is impractical, in which case the Respondent will be given an opportunity to appeal as soon as possible after the Supportive Measure has taken effect.

Interim Removal

At any time after receiving a report of Sex Discrimination, the Title IX Coordinator may remove a Student Respondent from one or more of the University's Education Programs or Activities on a temporary basis if an individualized safety and risk analysis determines that an immediate threat to the health or safety of any Student or other individual arising from the allegations of Sex Discrimination justifies removal. In the event the Title IX Coordinator imposes an interim removal, the interim removal is subject to appeal pursuant to the appeal procedure specified in "Right to Challenge Supportive Measure Decisions." In the case of a Respondent

who is a non-student Employee (e.g., administrator, faculty, or staff), and in its discretion, the University may place the Respondent on full or partial administrative leave at any time after receiving a report of Sex Discrimination, including during the pendency of the investigation and adjudication process (see "Investigation" and "Adjudication"). For all other Respondents, including volunteers, guests, and independent contractors, the University retains broad discretion to prohibit such persons from entering onto its campus and other properties at any time, and for any reason, whether after receiving a report of Sex Discrimination or otherwise.

Making a Complaint

A person may make a Complaint with the Title IX Coordinator requesting that the University investigate and adjudicate Sex Discrimination in accordance with the provisions "Investigation" and "Adjudication" provided, however, that the person must:

(1) meet the definition of Complainant;

(2) be a person who has the legal right to act on a Complainant's behalf;

(3) be the Title IX Coordinator; or

(4) with respect to Complaints of Sex Discrimination other than Sex-Based Harassment, be a Student or Employee or a third-party who is participating or attempting to participate in the University's Education Programs or Activities when the alleged Sex Discrimination occurred.

Complaints may be made to the Title IX Coordinator in person, by regular mail, or by email using the contact information specified in "Reporting Sex Discrimination." In deference to the agency of alleged victims of Sex Discrimination, the Title IX Coordinator will exercise the authority to make a Complaint only after careful consideration of multiple factors suggests there is an immediate and serious threat to the health or safety of the Complainant or other person or where not making a Complaint would prevent the University from maintaining a nondiscriminatory environment. Such factors to be considered include:

(1) the Complainant's request not to proceed with initiation of a complaint;

(2) the Complainant's reasonable safety concerns regarding initiation of a Complaint;

(3) the risk of additional Sex Discrimination;

(4) the severity of the alleged Sex Discrimination, including whether the discrimination, if established, would require the removal of the Respondent from campus or imposition of another disciplinary sanction to end the discrimination and prevent its recurrence;

(5) the age and relationship of the parties involved;

(6) whether the alleged perpetrator is an Employee;

(7) the scope of the alleged Sex Discrimination, including information suggesting a pattern, ongoing Sex Discrimination, or Sex Discrimination alleged to have impacted multiple individuals;

(8) the availability of evidence; and

(9) whether the University could end the alleged Sex Discrimination and prevent its recurrence without initiating the investigation and adjudication procedures.

If the Title IX Coordinator makes a Complaint, the Title IX Coordinator will notify the Complainant prior to doing so and appropriately address reasonable concerns about the Complainant's safety or the safety of others, including by providing Supportive Measures. If the Complainant or the Title IX Coordinator makes a Complaint, the University will commence an investigation as specified in "Investigation" and proceed to adjudicate the matter as specified in "Adjudication," below. In all cases where a Complaint is made, the Complainant will be treated as a party, irrespective of the party's level of participation. In a case where the Title IX Coordinator makes a Complaint, the Title IX Coordinator will not act as a Complainant or otherwise as a party for purposes

of the investigation and adjudication processes. If the Title IX Coordinator elects not to make a Complaint, and no other person makes a Complaint, the Title IX Coordinator will still evaluate the need for and, if appropriate, implement other prompt and effective steps to ensure that Sex Discrimination does not continue or recur in the University's Education Programs or Activities and to remedy its effects, if any.

Consolidation of Complaints

The University may consolidate Complaints as to allegations of Sex Discrimination against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against the other party, where the allegations of Sex Discrimination arise out of the same facts or circumstances. Where the investigation and adjudication processes involve more than one Complainant or more than one Respondent, references in this Policy to the singular "party," "Complainant," or "Respondent" include the plural, as applicable. A Complaint of Retaliation may be consolidated with a Complaint of Sex Discrimination.

Dismissal of Complaint

Any time after a Complaint is made, the Title IX Coordinator may dismiss it for any of the following reasons:

- The University is unable to identify the Respondent after taking reasonable steps to do so.
- The Respondent is not participating in the University's Education Programs or Activities and is not employed by the University.
- The Complainant voluntarily withdraws any or all of the allegations in the Complaint, in writing, and the Title IX Coordinator determines that without the withdrawn allegations, the conduct that remains part of the Complaint, if any, would not constitute Sex Discrimination even if proven.
- After first taking reasonable efforts to clarify the allegations, the Title IX Coordinator determines that the conduct alleged in the Complaint, even if proven, would not constitute Sex Discrimination.

Upon dismissal, the Title IX Coordinator must promptly notify the Complainant of the dismissal and its basis, in writing. If the dismissal occurs after the Respondent has been notified of the Complaint, the Title IX Coordinator must also simultaneously notify the Respondent of the dismissal and its basis, in writing. The written notice to the Complainant and/or the Respondent, as applicable must advise the party of their right to appeal the dismissal pursuant to the procedures specified in "Appeal." Even when a Complaint is dismissed, the Complainant and, as applicable, the Respondent, are still eligible for Supportive Measures as set forth in "Supportive Measures," and the Title IX Coordinator shall evaluate whether to take other prompt and effective steps to ensure that Sex Discrimination does not continue in the University's Education Programs or Activities.

Notice of Complaint

Within five (5) days of the Title IX Coordinator receiving a Complaint, the Title IX Coordinator will transmit a written notice to the Complainant and Respondent that includes:

- A full copy of this Policy, whether in physical or electronic form.
- Sufficient information available at the time to allow the parties to respond to the allegations. Sufficient information includes the identities of the parties involved in the incident, the conduct alleged to constitute Sex Discrimination, and the date and location of the alleged incident, to the extent that information is available to the University.
- A statement that the Respondent is presumed not responsible for the alleged Sex Discrimination until an adjudication of responsibility is made final and that the parties will have an opportunity to present relevant evidence to a trained, impartial decisionmaker prior to such adjudication being made.
- A statement that the party is entitled to receive access to relevant evidence or to an investigative report that accurately summarizes the evidence; if the University provides the party with a summary of the

relevant evidence, the parties will have an equal opportunity to access the relevant and not otherwise impermissible evidence upon the request of any party.

• Notification to the Complainant and Respondent of the University's prohibitions on Retaliation and false statements specified in "Bad Faith Complaints and False Information" and "Retaliation."

• If the case, is one involving Sex-Based Harassment and a Student Complainant or Student Respondent, a statement that the party may be accompanied by an advisor of their choice, who may be an attorney, and who is permitted to fulfill the role described in "Advisor of Choice."

If there are legitimate concerns for the safety of any person because of providing the written notice of Complaint, providing such written notice may be reasonably delayed to address the safety concern appropriately. Safety concerns that would justify delay of providing the written notice must be based on an individualized safety and risk analysis and not mere speculation or stereotypes. In any event, the written notice of Complaint will be provided to a party sufficiently in advance of their initial investigative interview such that the party has sufficient time to prepare. Should the University elect, at any point, to investigate allegations that are materially beyond the scope of the initial written notice, the University will provide a supplemental written notice describing the additional allegations to be investigated.

Investigation

A. Commencement and Timing

After the written notice of a Complaint is transmitted to the parties, the Title IX Coordinator, or an investigator selected by the Title IX Coordinator, will undertake an investigation to gather evidence relevant to the alleged Sex Discrimination, including inculpatory and exculpatory evidence. The burden of gathering evidence sufficient to reach a determination in the adjudication lies with the University and not with the parties. Although the length of each investigation may vary depending on the totality of the circumstances, the University strives to complete each investigation within forty-five (45) to sixty (60) days of the transmittal of the written notice of the Complaint.

B. Fair Notice and Equal Opportunity

During the investigation, the investigator will provide advance written notice to a party of the date, time, location, participants, and purpose of all meetings and investigative interviews pertaining to that party, with sufficient time for the party to prepare to participate. The investigator will provide an equal opportunity for the parties to be interviewed, to identify witnesses, and to present other inculpatory and exculpatory evidence. Notwithstanding the foregoing, the investigator retains discretion to limit the number of witnesses interviews the investigator conducts if the investigator finds that testimony would be unreasonably cumulative, if the witnesses are offered solely as character references and do not have information relevant to the allegations at issue, or if the witnesses are offered to render testimony that is categorically inadmissible under "Inadmissible Evidence and Impermissible Questioning." The investigator will not restrict the ability of the parties to gather and present relevant evidence on their own. The investigation is a party's opportunity to present testimonial and other evidence that the party believes is Relevant to the allegations in the Complaint. A party who is aware of and has a reasonable opportunity to present particular evidence and/or identify particular witnesses during the investigation, and elects not to, will be prohibited from introducing any such evidence during the adjudication absent a showing of mistake, inadvertence, surprise, or excusable neglect.

C. Documentation of Investigation The investigator will take reasonable steps to ensure the investigation is documented. Interviews of the parties and witnesses may be documented by the investigator's notes, audio recorded, video recorded, or transcribed. The particular method utilized to record the interviews of parties and witnesses will be determined by the investigator in the

investigator's sole discretion, although whatever method is chosen shall be used consistently throughout a particular investigation, to the extent possible.

Adjudication Processes

A. General Adjudication Process

1. Scope

This general adjudication process applies to all Complaints of Sex Discrimination except those involving Sex-Based Harassment with a Student Complainant or Student Respondent.

2. Preparation of the Investigation Report

Appointment of the Adjudicator, and Notification to the Parties

After the evidence gathering phase of the investigation is completed, the investigator will prepare a written investigation report that summarizes the investigation and append to it all the potentially admissible evidence that is relevant to the allegations in the Complaint, including both inculpatory and exculpatory evidence. The investigator will then notify the Title IX Coordinator that the investigation is complete and transmit the investigation report and its appended evidence to the Title IX Coordinator and to the parties. The Title IX Coordinator will then appoint an adjudicator whose responsibility it will be to adjudicate the Complaint. The adjudicator may be the investigator or the Title IX Coordinator themself. Within three (3) days of being notified about the adjudicator's identity, either party may raise concerns, if any, about bias or conflict of interest to the Title IX Coordinator or, if the concerns relate to the Title IX Coordinator as adjudicator, to Office of the President. The investigation report and its appended evidence will be transmitted to the newly appointed adjudicator. The newly appointed adjudicator will promptly send written notice to the parties notifying the parties of the adjudicator's appointment; setting a deadline for the parties to submit a written response to the investigation report and its appended evidence which shall not be sooner than seven (7) days from the date the investigator transmitted the investigation report; and setting a date and time for each party to meet with the adjudicator separately. The adjudicator's meetings with the parties will not be held any earlier than ten (10) days from the date the investigator transmitted the investigation report to the parties.

3. Response to the Investigation Report

A party's written response to the investigation report must include:

- To the extent the party wishes to respond to any aspect of the investigation report or evidence, any such response.
- A statement as to whether the party contends the credibility of the other party or any witness is in dispute; if so, how such credibility dispute is relevant in evaluating any of the allegations in the Complaint; and what questions the party contends should be asked to the party or witness to test credibility.
- Any argument that a particular piece or class of evidence should be categorically excluded from consideration at the hearing based on any one or more of the standards specified in "Inadmissible Evidence and Impermissible Questioning."
- Argument regarding whether any of the allegations in the Complaint are supported by a preponderance of the evidence.
- Argument regarding whether any of the allegations in the Complaint constitute Sex Discrimination.

While the party may receive assistance in preparing the written response, the written response must be submitted and signed by the party themself or someone with legal authority to act on their behalf.

4. Meetings with Parties and Witnesses

After reviewing the parties' written responses to the investigation report, the adjudicator will meet separately with each party to ask questions concerning the party's written response, the investigation report, and/or the

evidence collected during the investigation, including questions that may bear on credibility. The adjudicator may also meet with specific witnesses whose credibility is in dispute, and whose testimony is potentially relevant in evaluating any allegations in the Complaint, to pose questions that may bear on credibility.

5. Deliberation and Determination

After meeting with each party and any witnesses whose credibility is in dispute, the adjudicator will objectively evaluate all relevant evidence, including both inculpatory and exculpatory evidence and ensure that any credibility determinations made are not based on a person's status as a Complainant, Respondent, or witness. The adjudicator will take care to exclude from consideration any evidence that the adjudicator determines is inadmissible on the grounds explained in "Inadmissible Evidence and Impermissible Questioning." The adjudicator will resolve disputed facts using a preponderance of the evidence (that is, "more likely than not") standard and reach a determination regarding whether the facts that are supported by a preponderance of the evidence constitute one or more violations of the Policy as alleged in the Complaint. In the event the adjudicator determines that the Respondent is responsible for violating this Policy, the adjudicator will, prior to issuing a written decision, consult with an appropriate University official with disciplinary authority over the Respondent and such official will determine any discipline to be imposed. The adjudicator will also, prior to issuing a written decision, consult with the Title IX Coordinator who will determine whether and to what extent ongoing support measures or other remedies will be provided to the Complainant and other persons, as appropriate. The adjudicator may seek legal advice from the University's in-house or outside counsel.

6. Written Decision

After reaching a determination and consulting with the appropriate University official and Title IX Coordinator, as necessary, the adjudicator will prepare a written decision that will include:

• A description of the alleged Sex Discrimination.
• Information about the policies and procedures the University used to evaluate the allegations. • The adjudicator's evaluation of all relevant evidence and determination of whether Sex Discrimination occurred.
• When the adjudicator finds that Sex Discrimination occurred, discipline determined by the appropriate University official.
• Whether the Complainant, Respondent, or, to the extent appropriate, other persons, will receive any ongoing Supportive Measures or other remedies as determined by the Title IX Coordinator.
• A description of the University's process and grounds for appeal, as specified in "Appeal."

The adjudicator will transmit the written decision to the Title IX Coordinator and the parties. Content in the written decision regarding ongoing Supportive Measures and other remedies for the Complainant, if applicable, may be redacted from the version of the written report shared with the Respondent, to the extent necessary to comply with this Policy and FERPA. Transmittal of the written decision to the parties concludes the adjudication process, subject to any right of appeal as specified in "Appeal." Any discipline imposed will be stayed pending the completion of any appeal. Although the length of time needed to issue the written decision will vary depending on the totality of the circumstances, the University strives to issue the adjudicator's written decision within thirty (30) days of the adjudicator's appointment.

B. Adjudication Process For Sex-Based Harassment Complaints Involving a Student Complainant or Student Respondent

1. Scope

This special adjudication process applies to any case involving Sex-Based Harassment with a Student Complainant or Student Respondent.

2. Preparation of the Investigation Report, Appointment of the Adjudicator, and Notification to the Parties

After the evidence gathering phase of the investigation is completed, the investigator will prepare a written investigation report that summarizes the investigation and appends to it all the potentially admissible evidence that is relevant to the allegations in the Complaint, including both inculpatory and exculpatory evidence. The investigator will then notify the Title IX Coordinator that the investigation is complete and transmit the investigation report and its appended evidence to the Title IX Coordinator and to the parties and their advisors. The Title IX Coordinator will then appoint an adjudicator whose responsibility it will be to adjudicate the Complaint at a live hearing. Within three (3) days of being notified about the adjudicator's identity, either party may raise concerns, if any, about bias or conflict of interest to the Title IX Coordinator or, if the concerns relate to the Title IX Coordinator as adjudicator, to the Vice Provost for Student Affairs and Dean of Students. The adjudicator may be the investigator or the Title IX Coordinator themself. The investigation report and its appended evidence will be transmitted to the adjudicator. The adjudicator will promptly send written notice to the parties notifying the parties of the adjudicator's appointment, including a copy of the Hearing Procedures, setting a date for a pre-hearing conference which shall not be sooner than seven (7) days from the date the investigator transmitted the investigation report; directing the parties to submit a pre-hearing submission at least three (3) days before the date of the pre-hearing conference; and setting a date for the hearing, which shall be at least three (3) days after the prehearing conference. If a party does not have an advisor who will accompany the party at the hearing, the party should notify the Title IX Coordinator upon receipt of the written notice so that the University can provide an advisor to attend the Pre-Hearing Conference and conduct questioning as specified in "Hearing."

3. Pre-hearing Submission

No later than three (3) days before the date of the pre-hearing conference, each party shall submit to the adjudicator a written pre-hearing submission that addresses the following: • Any argument that particular evidence should be categorically excluded from consideration at the hearing based on the grounds set forth in "Inadmissible Evidence and Impermissible Questioning."

• A list of any witnesses that the party contends should be requested to attend the hearing pursuant to an attendance notice issued by the adjudicator.

• A list of any witnesses that the party intends to bring to the hearing without an attendance notice issued by the adjudicator.

• A list of questions the party seeks to pose to the other party and any witnesses.

• Any other accommodations that the party seeks with respect to the pre-hearing conference and/or hearing.

• The name and contact information of the advisor who will accompany the party at the pre-hearing conference and hearing.

4. Prehearing Conference

After review of the parties' pre-hearing submissions, the adjudicator will conduct a joint or separate pre-hearing conference(s) with the parties and their advisors. The pre-hearing conference will be conducted live, with simultaneous and contemporaneous participation by the parties and their advisors. By default, the pre-hearing conference will be conducted virtually, by use of video and audio technology, where all participants participate simultaneously and contemporaneously by use of such technology. If the adjudicator conducts separate pre-hearing conferences with each party and their advisor, a transcript of the pre-hearing conference will be prepared and maintained in the record. In the adjudicator's discretion, the pre-hearing conference may be conducted with the adjudicator, the parties, the advisors, witnesses, and other necessary University personnel

together in the same physical location. During the pre-hearing conference, the adjudicator will discuss the Hearing Procedures with the parties; address matters raised in the parties' pre-hearing submissions, as the adjudicator deems appropriate; discuss whether any stipulations may be made to expedite the hearing; discuss the witnesses the parties have requested be served with notices of attendance and/or witnesses the parties plan to bring to the hearing without a notice of attendance; and resolve any other matters that the adjudicator determines, in the adjudicator's discretion, should be resolved before the hearing.

5. Issuances of Notices of Attendance

After the pre-hearing conference, the adjudicator will transmit notices of attendance to any University employee (including administrator, faculty, or staff) or student whose attendance is requested at the hearing as a witness. The notice will advise the subject of the specified date and time of the hearing and advise the subject to contact the adjudicator immediately if there is a material and unavoidable conflict. The subject of an attendance notice should notify any manager, faculty member, coach, or other supervisor, as necessary, if attendance at the hearing will conflict with job duties, classes, or other obligations. All such managers, faculty members, coaches, and other supervisors are required to excuse the subject of the obligation, or provide some other accommodation, so that the subject may attend the hearing as specified in the notice. The University will not issue a notice of attendance to any witness who is not an employee or a student.

6. Hearing

After the pre-hearing conference, the adjudicator will convene and conduct a hearing pursuant to the University's Hearing Procedures. The hearing will be video and audio recorded. The audio recording or a transcript of the recording will be made available to the parties for inspection and review on reasonable notice, including for use in preparing any subsequent appeal. The hearing will be conducted live, with simultaneous and contemporaneous participation by the parties and their advisors. By default, the hearing will be conducted virtually, by use of video and audio technology, where all participants participate simultaneously and contemporaneously by use of such technology. In the adjudicator's discretion, the hearing may be conducted with the adjudicator, the parties, the advisors, witnesses, and other necessary University personnel together in the same physical location. However, upon request of either party, the parties will be separated into different rooms with technology enabling the parties to participate simultaneously and contemporaneously by video and audio. While the Hearing Procedures and rulings from the adjudicator will govern the particulars of the hearing, each hearing will include, at a minimum:

- Opportunity for each party to address the adjudicator directly and to respond to questions posed by the adjudicator.
- Opportunity for each party's advisor to pose questions through the adjudicator, including follow up questions. These questions may be in real time, relevant questions, and follow up questions, of the other party and any witnesses, including questions that support or challenge credibility.
- Opportunity for each party to raise contemporaneous objections to testimonial or non-testimonial evidence and to have such objections ruled on by the adjudicator and a reason for the ruling provided.
- Opportunity for each party to submit evidence that the party did not present during the investigation due to mistake, inadvertence, surprise, or excusable neglect.
- Opportunity for each party to make a brief closing argument.

Except as otherwise permitted by the adjudicator, the hearing will be closed to all persons except the parties, their advisors, the investigator, the adjudicator, the Title IX Coordinator, and other necessary University personnel. With the exception of the investigator and the parties, witnesses will be sequestered until such time as their testimony is complete. During the hearing, the parties and their advisors will have access to the

investigation report and evidence that was appended to it. While a party has the right to attend and participate in the hearing with an advisor, a party and/or advisor who materially and repeatedly violates the rules of the hearing in such a way as to be materially disruptive, may be barred from further participation and/or have their participation limited, as the case may be, in the discretion of the adjudicator. Subject to the minimum requirements specified in this section ("Hearing"), the adjudicator will have sole discretion to determine the manner and particulars of any given hearing, including with respect to the length of the hearing, the order of the hearing, and questions of admissibility. The adjudicator will independently and contemporaneously screen questions to ensure they are clear, relevant, and not harassing, and will exclude questions and evidence that are inadmissible under "Inadmissible Evidence and Impermissible Questioning." The adjudicator will give a party's advisor an opportunity to clarify or revise a question that the adjudicator has determined is unclear or harassing and, if the advisor sufficiently clarifies or revises the question, the question will be permitted. The adjudicator will resolve any other contemporaneous objections raised by the parties and will explain the rationale for any evidentiary rulings, including any decision that a question or evidence is not relevant. The hearing is not a formal judicial proceeding and strict rules of evidence do not apply. The adjudicator will have discretion to modify the Hearing Procedures, when good cause exists to do so, and provided the minimal requirements specified in this section ("Hearing") are met. (All hearings via Zoom satisfy both Title IX and Illinois Preventing Sexual Violence in Higher Education Act obligations.)

7. Subjection to Questioning

In the event a party or witness who was interviewed during the investigation declines to attend the hearing, or attends the hearing but does not respond to questions that have been deemed relevant and not impermissible, the adjudicator may consider the individual's statements, although the adjudicator must consider whether the individual's failure to attend and/or respond to questions about their credibility should affect the weight to be given to such statement. The adjudicator may choose to place less or no weight upon the individual's prior statements, provided that the adjudicator may not draw an inference about whether Sex-Based Harassment occurred based solely on a party's or witness' refusal to respond to questions.

8. Deliberation and Written Decision

After the hearing is complete, the adjudicator will objectively evaluate all relevant evidence collected during the investigation, including both inculpatory and exculpatory evidence, together with testimony and non-testimony evidence received at the hearing, and ensure that any credibility determinations made are not based on a person's status as a Complainant, Respondent, or witness. The adjudicator will take care to exclude from consideration any evidence that was ruled inadmissible at the pre-hearing conference, during the hearing, or by operation of "Subjection to Questioning." The adjudicator will resolve disputed facts using a preponderance of the evidence (that is, "more likely than not") standard and reach a determination regarding whether the facts that are supported by a preponderance of the evidence constitute one or more violations of the Policy as alleged in the Complaint.

9. Discipline and Remedies

In the event the adjudicator determines that the Respondent is responsible for violating this Policy, the adjudicator will, prior to issuing a written decision, consult with an appropriate University official with disciplinary authority over the Respondent and such official will determine any discipline to be imposed. The adjudicator will also, prior to issuing a written decision, consult with the Title IX Coordinator who will determine whether and to what extent ongoing support measures or other remedies will be provided to the Complainant and other persons, as appropriate. Disciplinary sanctions may include, but are not limited to, a verbal warning, a written warning, educational programming, community service, suspension, expulsion, removal, and termination.

10. Written Decision

After reaching a determination and consulting with the appropriate University official and Title IX Coordinator as required by "Discipline and Remedies," the adjudicator will prepare a written decision that will include:

- A description of the alleged Sex-Based Harassment.
- Information about the policies and procedures the University used to evaluate the allegations.
- The adjudicator's evaluation of all relevant evidence and determination of whether Sex-Based Harassment occurred.
- When the adjudicator finds that Sex-Based Harassment occurred, discipline determined by the appropriate University official.
- Whether the Complainant, Respondent, or, to the extent appropriate, other persons, will receive any ongoing Supportive Measures or other remedies as determined by the Title IX Coordinator.
- A description of the University's process and grounds for appeal, as specified in "Appeal." The adjudicator's written determination will be transmitted to the parties. Transmittal of the written determination to the parties concludes the hearing process, subject to any right of appeal as specified in "Appeal." Although the length of each adjudication by hearing will vary depending on the totality of the circumstances, the University strives to issue the adjudicator's written determination within seven (7) days of the conclusion of the hearing.

Appeal

Either party may appeal the written decision of an adjudication, or a dismissal of a Complaint, on one or more of the following grounds:

- A procedural irregularity that would change the determination of whether a Policy violation occurred.
- There is new evidence that would change the outcome of the matter and that was not reasonably available at the time the determination of whether the Policy was violated occurred or dismissal was made.
- The Title IX Coordinator, investigator, or adjudicator, as the case may be, had a conflict of interest or bias for or against complainants or respondents generally, or against the individual Complainant or Respondent, that would change the outcome.
- The sanction is disproportionate to the violation.

No other grounds for appeal are permitted.

A party must file an appeal within seven (7) days of the date they receive notice the written decision or dismissal appealed from or, if the other party appeals, within three (3) days of receiving notice that the other party has appealed, whichever is later. The appeal must be submitted in writing to the appeal officer. The appeal must specifically identify the written decision and/or dismissal appealed from, articulate which one or more of the three grounds for appeal are being asserted, explain in detail why the appealing party believes the appeal should be granted, and articulate what specific relief the appealing party seeks. Promptly upon receipt of an appeal, the appeal officer will conduct an initial evaluation to confirm that the appeal is timely filed and that it invokes at least one of the permitted grounds for appeal. If the appeal officer determines that the appeal is not timely, or that it fails to invoke a permitted ground for appeal, the appeal officer will dismiss the appeal and provide written notice of the same to the parties. If the appeal officer confirms that the appeal is timely and invokes at least one permitted ground for appeal, the appeal officer will provide written notice to the other party that an appeal has been filed and that the other party may submit a written opposition to the appeal within seven (7) days. The appeal officer shall also promptly obtain from the Title IX Coordinator any records from the investigation and adjudication necessary to resolve the grounds raised in the appeal. Upon receipt of any opposition, or after the time for submission of an opposition has passed without one being filed, the appeal

officer will promptly decide the appeal and transmit a written decision to the parties that explains the outcome of the appeal and the rationale. The determination of a Complaint, including any discipline, becomes final when the time for appeal has passed with no party filing an appeal or, if any appeal is filed, at the point when the appeal officer has resolved all appeals, either by dismissal or by transmittal of a written decision. No further review beyond the appeal is permitted. Although the length of each appeal will vary depending on the totality of the circumstances, the University strives to issue the appeal officer's written decision within seven (7) days of an appeal being filed.

Advisor of Choice and Other Accompanying Persons

From the point a Complaint is made that involves Sex-Based Harassment and a Student Complainant or Student Respondent, and until an investigation, adjudication, and appeal are complete, the Complainant and Respondent in such a case will have the right to be accompanied by an advisor of their choice to all meetings, interviews, and hearings that are part of the investigation, adjudication, and appeal process. The advisor may be, but is not required to be, an attorney. The right to be accompanied by an advisor does apply with regard to other Complaints of Sex Discrimination. Except for the questioning of witnesses during the hearing specified in "Hearing," the advisor will play a passive role and is not permitted to communicate on behalf of a party, insist that communication flow through the advisor, or communicate with the University about the matter without the party being included in the communication. In the event a party's advisor of choice engages in material violation of the parameters specified in this section and "Hearing," the University may preclude the advisor from further participation, in which case the party may select a new advisor of their choice. In the event a party is not able to secure an advisor to attend the hearing specified in "Hearing," the University will provide the party an advisor, without fee or charge, who will conduct questioning on behalf of the party at the hearing. The University will have sole discretion to select the advisor it provides. The advisor the University provides may be, but is not required to be, an attorney. The University is not required to provide a party with an advisor in any circumstance except where the party does not have an advisor present at the hearing, and one is provided to conduct questioning on behalf of the party. For this reason, the University may prohibit its employees from serving as advisors where such service would interfere with the employee's work or other obligations to the University or where such employee's service would create a conflict of interest. As a general matter, the advisor described in this section is the only person who may accompany a party to meetings, interviews, and hearings. To the extent the University deviates from this rule and allows a party to be accompanied by one or more persons in addition to an advisor, the same right shall be extended to the other party.

Inadmissible Evidence and Impermissible Questioning

During the investigation and adjudication processes, questioning and evidence of the following subject matters are inadmissible and impermissible:

- Evidence that is protected under a privilege as recognized by federal, state, or local law, or evidence provided to a confidential employee, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality.
- A party's records that are maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of treatment to the party, unless the University obtains that party's voluntary, written consent for use in the University's investigation and adjudication process.
- The Complainant's sexual interests or prior sexual conduct unless such questions and/or evidence is offered to prove that someone other than the Respondent committed the alleged conduct or is offered to prove consent with evidence concerning specific incidents of the Complainant's prior sexual conduct with the Respondent. The fact of prior consensual sexual conduct between the Complainant and Respondent does not

demonstrate or imply the Complainant's consent to the alleged Sex Discrimination or preclude a determination that Sex Discrimination occurred.

Informal Resolution

At any time after the parties are provided written notice of the Complaint as specified in "Notice of Complaint," and before the completion of any appeal specified in "Appeal," the parties may voluntarily consent, with the Title IX Coordinator's approval, to engage in mediation, facilitated resolution, or other form of dispute resolution the goal of which is to enter into a final resolution resolving the allegations raised in the Complaint by agreement of the parties. The Title IX Coordinator may reject the use of informal resolution in a specific case despite one or more of the parties' wishes. Informal resolution will not be permitted in any case where informal resolution would otherwise conflict with federal, state, or local law. The specific manner of any informal resolution process will be determined by the parties and the Title IX Coordinator, in consultation together. Prior to commencing the informal resolution process agreed upon, the Title IX Coordinator will transmit a written notice to the parties that:

- Describes the allegations if such notice has not already been provided in writing.
- Describes the parameters and requirements of the informal resolution process to be utilized.
- Identifies the individual responsible for facilitating the informal resolution (who may be the Title IX Coordinator, another University official, or a suitable third-party, provided such person is not the investigator or adjudicator).
- Explains the effect of participating in informal resolution and/or reaching a final resolution will have on a party's ability to resume the investigation and adjudication of the allegations at issue in the Complaint.
- Explains that either party has the right to withdraw from informal resolution and initiate or resume the investigation and adjudication process.
- Explains any other consequence resulting from participation in the informal resolution process, including a description of records that will be generated, maintained, and/or shared.
- Explains potential terms that may be requested or offered in the informal resolution, including restrictions on contact and restrictions on the Respondent's participation in one or more of the University's Education Programs or Activities.
- Explains that an informal resolution agreement is binding only on the parties.
- Describes which records will be maintained and shared.
- Explains if the University resumes its investigation and adjudication process, the University will not access, consider, disclose, or otherwise use information, including records, obtained solely through the informal resolution process as part of the investigation or determination of the Complaint.
- Explains that, if the University resumes its investigation and adjudication process, the person facilitating informal resolution could serve as a witness for purposes other than providing information obtained solely through the informal resolution process.

After receiving the written notice specified in this paragraph, each party must voluntarily provide written consent to the Title IX Coordinator, before the informal resolution may commence. During the pendency of the informal resolution process, the investigation and adjudication processes that would otherwise occur are stayed and all related deadlines are suspended. If the parties reach a resolution through the informal resolution process, and the Title IX Coordinator agrees that the resolution is not clearly unreasonable, the Title IX Coordinator will reduce the terms of the agreed resolution to writing and present the resolution to the parties for their written signature. Once both parties and the Title IX Coordinator sign the resolution, the resolution is final, and the allegations addressed by the resolution are considered resolved and will not be subject to further

investigation, adjudication, remediation, or discipline by the University, except as otherwise provided in the resolution itself, absent a showing that a party induced the resolution by fraud, misrepresentation, or other misconduct or where required to avoid a manifest injustice to either party or to the University. A party may withdraw their consent to participate in informal resolution at any time before a resolution has been finalized. Absent extension by the Title IX Coordinator, any informal resolution process must be completed within **twenty-one (21) days**. If an informal resolution process does not result in a resolution within **twenty-one (21) days**, and absent an extension, abeyance, or other contrary ruling by the Title IX Coordinator, the informal resolution process will be deemed terminated, and the Complaint will be resolved pursuant to the investigation and adjudication procedures. The Title IX Coordinator may adjust any time periods or deadlines in the investigation and/or adjudication process that were suspended due to the informal resolution. Nothing in this section diminishes the Title IX Coordinator's obligation to take prompt and effective steps when necessary to ensure that Sex Discrimination does not continue or recur within the University's Education Programs or Activities.

Presumption of Non-Responsibility

From the time a Report or Complaint is made, a Respondent is presumed not responsible for the alleged Sex Discrimination until an adjudication of responsibility is made final.

Resources

Any individual affected by or accused of Sex Discrimination will have equal access to support and counseling services offered through the University. The University encourages any individual who has questions or concerns to seek support of University identified resources.

The following is the contact information for Timely Care (24-hr. virtual telehealth):
Website: https://www.timelycare.com/roosevelt
Campus police can be contacted at:

- Chicago Campus: (312) 341-2020
- Schaumburg Campus: (847) 619-8989

At the Chicago Campus, the Chicago Police Department may also be reached directly by calling 911, or in person at the 1st. District-Central Station, 1718 South State Street, Chicago, IL 60616.
Additional information about the Chicago Police Department may be found online at:
https://www.chicagopolice.org/
At the Schaumburg Campus, the Schaumburg Police Department may be reached directly by calling 911, or in person at 1000 W. Schaumburg Rd., Schaumburg, IL 60194. Additional information about the Schaumburg Police Department may be found online at: www.ci.schaumburg.il.us

YWCA, a community-based sexual assault crisis center, can be contacted via phone at 888-293-2080, email at info@ywcachicago.org, text & chat, and through its website by clicking here. YWCA is located at 1 North LaSalle Street, Suite 1700, Chicago, IL 60602.
Northwestern Hospital, located at 251 East Huron Street, Chicago, IL 60611 is the medical facility nearest the Chicago campus where a survivor may receive a medical forensic examination at no cost. Northwestern Hospital can be contacted via phone at (312) 926-2000.
Alexian Brothers Medical Center, located at 800 Biesterfield Rd., Elk Grove Village, IL 60007 can be contacted via phone at (847) 437-5500 for those close to our Schaumburg campus.

A list of all University identified resources is located in the Party Rights and Resources for Responding to Sexual Misconduct document at https://www.roosevelt.edu/title-ix/rights-and-resources.

Conflicts of Interest, Bias, and Procedural Complaints

The Title IX Coordinator, investigator, adjudicator, appeals officer, informal resolution facilitator, and other officials implementing this Policy will be free of any material conflicts of interest or material bias. Any party who believes one or more of these University officials has a material conflict of interest or material bias must raise the concern promptly so that the University may evaluate the concern and find a substitute, if appropriate. The failure of a party to timely raise a concern of a conflict of interest or bias may result in a waiver of the issue for purposes of any appeal specified in "Appeal," or otherwise.

Objections Generally

Parties are expected to raise any objections, concerns, or complaints about the investigation, adjudication, and appeals process in a prompt and timely manner so that the University may evaluate the matter and address it, if appropriate.

Constitutional Rights and Academic Freedom

The University will construe and apply this Policy consistent with the U.S. Constitution and the University's principles of academic freedom. In no case will a Respondent be found to have violated this Policy based on conduct that is protected by the U.S. Constitution and/or principles of academic freedom.

Relationship with Criminal Process

This Policy sets forth the University's processes for responding to Reports and Complaints of Sex Discrimination. The University's processes are separate, distinct, and independent of any criminal processes. While the University may temporarily delay its processes under this Policy to avoid interfering with law enforcement efforts if requested by law enforcement, the University will otherwise apply this Policy and its processes without regard to the status or outcome of any criminal process.

Relationship with Other Legal Process

In some cases, allegations of Sex Discrimination under this Policy may be the subject of parallel civil lawsuits, administrative complaints, or regulatory processes under federal, state, or local law. The pendency of such parallel litigation may necessitate a delay or modification of the processes set forth in this Policy, especially where the processes in this Policy might interfere with the authority of a court or regulatory body with jurisdiction over such parallel litigation, violate rules or orders governing such parallel litigation, violate the rights of a party in such parallel litigation, or create a conflict of interest for the University itself. In such instances, the University retains discretion to pause, modify, or terminate proceedings under this Policy.

Recordings

Wherever this Policy specifies that an audio or video recording will be made, the recording will be made only by the University and is considered property of the University, subject to any right of access that a party may have under this Policy, FERPA, and other applicable federal, state, or local laws. Only the University is permitted to make audio or video recordings under this Policy. The surreptitious recording of any meeting, interview, hearing, or other interaction contemplated under this Policy is strictly prohibited.

Volunteers, Vendors, Contractors, and Third Parties

The University does business with various volunteers, vendors, contractors, and other third-parties who are defined as "Employees" for the purposes of this Policy. Notwithstanding any rights that a given volunteer, vendor, contractor, or third-party Respondent may have under this Policy, the University retains its right to limit

any volunteer, vendor, contractor, or third-party's access to campus for any reason. And the University retains all rights it enjoys by contract or law to terminate its relationship with any volunteer, vendor, contractor, or third-party irrespective of any process or outcome under this Policy.

Bad Faith Complaints and False Information

It is a violation of this Policy for any person to submit, or to aid or abet another to submit, a Report or Complaint that the person knows, at the time the Report or Complaint is submitted, to be false or frivolous. It is also a violation of this Policy for any person to knowingly make, or to aid or abet another to make, a materially false statement during the course of an investigation, adjudication, or appeal under this Policy, although a party, witness, or other person who knowingly makes a materially false statement will not be punished based solely on the University's determination of whether Sex Discrimination occurred. Violations of this section are not subject to the investigation and adjudication processes in this Policy; instead, they will be addressed under the Student Code of Conduct in the case of students and other University policies and standards, as applicable, for other persons.

Retaliation

It is a violation of this policy to engage in Retaliation. Reports and Complaints of Retaliation may be made in the manner specified in "Reporting Sex Discrimination," and "Making a Complaint." Any Report or Complaint of Retaliation will be processed under this Policy in the same manner as a Report or Complaint of Sex Discrimination, as the case may be. The University retains discretion to consolidate a Complaint of Retaliation with a Complaint of Sex Discrimination for investigation and/or adjudication purposes if the two Complaints share a common nexus.

Confidentiality

The University will keep confidential the identity of any individual who has made a Report or Complaint of Sex Discrimination or Retaliation including any Complainant, the identity of any individual who has been reported to be a perpetrator of Sex Discrimination or Retaliation including any Respondent, and the identity of any witness or other participant in the University's investigation and adjudication processes except:

- When the individual has provided prior written consent to disclose their identity.
- When disclosure is permitted by FERPA or its implementing regulations.
- As otherwise required by applicable federal, state, or local law;
- As required by Federal regulations or the terms and conditions of a Federal award, including a grant award or other funding agreement; or
- As necessary to carry out the purposes of Title IX and its implementing regulations, including the requirement to take action to address potential Sex Discrimination under the University's Education Programs or Activities.

The University will also maintain the confidentiality of its various records generated in response to Reports and Complaints, including, but not limited to, information concerning Supportive Measures, notices, investigation materials, adjudication records, and appeal records. Notwithstanding the foregoing, the University may disclose any record if permitted by FERPA or its implementing regulations, as otherwise required by applicable federal, state, or local law, or as necessary to carry out the purposes of Title IX and its implementing regulations, including the requirement to address potential Sex Discrimination under the University's Education Programs or Activities. Further, notwithstanding the University's general obligation to maintain confidentiality as specified herein, the parties to a Complaint will be given access to investigation and adjudication materials in the circumstances specified in this Policy. Such investigation and adjudication materials, including the investigation

report and appended evidence, and the written decision, are for the sole use of the party (and, if the party is entitled to one, an advisor) in the proceedings contemplated by this Policy; such materials may not be disseminated to third parties or otherwise published. If a party violates the confidentiality rules governing investigation and adjudication materials, the party is subject to disciplinary action under the Student Code of Conduct in the case of a student, and other University policies and standards, as applicable, for other persons. While the University will maintain confidentiality specified in this section, the University will not limit the ability of the parties to discuss the allegations at issue in a particular case. Parties are advised, however, that the manner in which they communicate about, or discuss a particular case, may constitute Sex Discrimination or Retaliation in certain circumstances and be subject to discipline pursuant to the processes specified in this Policy. Certain types of Sex Discrimination are considered crimes for which the University must disclose crime statistics in its Annual Security Report that is provided to the campus community and available to the public. These disclosures will be made without including personally identifying information.

Other Violations of This Policy

Alleged violations of this Policy, other than violations of the prohibitions on Sex Discrimination and Retaliation, will be subject to review and resolution under the Student Code of Conduct for Students, and other University policies and standards, as applicable, for other persons.

Amnesty

The University recognizes that Students who have consumed or possessed alcohol when they are not 21 years of age or who have used or possessed illegal drugs may be hesitant to report Sex-Based Harassment against them or others. Therefore, the University will not take disciplinary action under its alcohol or drug policies against a student who discloses illegal alcohol or illegal drug use or possession in the context of reporting Sex-Based Harassment directed against them or another person. However, the University reserves the right to require counseling, education, or other preventative measures to help prevent alcohol or drug use or possession violations in the future. The University's commitment to amnesty in these situations does not prevent action by police or other legal authorities against an individual. Amnesty does not extend to violations of alcohol or drug policies that the University determines are egregious, including without limitation an action that places the health or safety of any other person at risk.

Signatures and Form of Consent

For purposes of this Policy, either a physical signature or digital signature will be sufficient to satisfy any obligation that a document be signed. Where this Policy provides that written consent must be provided, consent in either physical or electronic form, containing a physical or digital signature, as the case may be, will suffice.

Deadlines, Time, Notices, and Method of Transmittal

Where this Policy specifies a period of days by which some act must be performed, the following method of calculation applies:

- Exclude the day of the event that triggers the period.
- Count every day, including intermediate Saturdays, Sundays, and legal holidays recognized by the federal government.
- Include the last day of the period until 5:00 p.m. central time, but if the last day is a Saturday, Sunday, or legal holiday recognized by the federal government, the period continues to run until 5:00 p.m. central time on the next day that is not a Saturday, Sunday, or legal holiday recognized by the federal government. All deadlines and other time periods specified in this Policy are subject to modification by the University where, in

the University's sole discretion, good cause exists. Good cause may include, but is not limited to, the unavailability of parties or witnesses; the complexities of a given case; extended holidays or closures; sickness of the investigator, adjudicator, or the parties; the need to consult with the University's legal counsel; unforeseen weather events; and the like. Any party who wishes to seek an extension of any deadline or other time period may do so by filing a request with the investigator, adjudicator, appeals officer, or Title IX Coordinator, as the case may be, depending on the phase of the process. Such request must state the extension sought and explain what good cause exists for the requested extension. The University officer resolving the request for extension may, but is not required to, give the other party an opportunity to object. Whether to grant such a requested extension will be in the sole discretion of the University. The parties will be provided written notice of the modification of any deadline or time period specified in this Policy, along with the reasons for the modification. Where this Policy refers to notice being given to parties "simultaneously," notice will be deemed simultaneous if it is provided in relative proximity on the same day. It is not necessary that notice be provided at exactly the same hour and minute. Unless otherwise specified in this Policy, the default method of transmission for all notices, reports, responses, and other forms of communication specified in this Policy will be email using University email addresses. If a party does not have a University email address, the party will be required to provide an email address to the Title IX Coordinator at the inception of a matter. A party may not insist or demand that the University communicate only through a party's representative, including an attorney. A party is deemed to have received notice upon transmittal of an email to their University email address or, if they do not have a University email address, the email address they supply to the Title IX Coordinator at the inception of a matter. If unforeseen circumstances necessitate notice be provided by U.S. mail, a party will be deemed to have received notice three (3) days after the notice in question is postmarked. Any notice inviting or requiring a party or witness to attend a meeting, interview, or hearing will be provided with sufficient time for the party to prepare for the meeting, interview, or hearing as the case may be, and will include relevant details such as the date, time, location, purpose, and participants. Unless a specific number of days is specified elsewhere in this Policy, the sufficient time to be provided will be determined in the sole discretion of the University, considering all the facts and circumstances, including, but not limited to, the nature of the meeting, interview, or hearing; the nature and complexity of the allegations at issue; the schedules of relevant University officials; approaching holidays or closures; and the number and length of extensions already granted.

Other Forms of Discrimination

This policy applies only to Sex Discrimination. Complaints of other forms of protected-status discrimination, such as discrimination based on race, national origin, ethnicity, age, and disability, are governed by Policy 2.1 (Policy Prohibiting Discrimination, Harassment, Bullying, and Retaliation) and Policy 2.8 (Equal Employment Opportunity Policy).

Facts and Determinations Binding

If a Complaint is dismissed or proceeds to a written decision of adjudication, and after any such dismissal or written decision is final, the facts and determinations made by the University are binding on the parties and may not be relitigated, challenged, or otherwise collaterally attacked by the parties in any other University process or procedure. Additionally, a Complainant may not file successive Complaints under this Policy about the same incident or course of conduct, even if the Complainant alleges a new theory of Sex Discrimination arising from the same incident or course of conduct that was the subject of a prior written decision. Further, to the extent a complaint of Policy and Practice Discrimination has proceeded to a written decision, such written decision is binding on different Complainants with respect to the same Policy and Practice Discrimination, unless such different Complainant alleges materially different facts that could result in a different outcome.

Outside Appointments Dual Appointments, and Delegations

The University retains discretion to retain and appoint suitably qualified persons who are not University employees to fulfill any function of the University under this Policy, including, but not limited to, the Title IX Coordinator, investigator, adjudicator, informal resolution facilitator, and/or appeals officer. The University also retains discretion to appoint two or more persons to jointly fulfill the role of investigator, adjudicator, informal resolution facilitator, and/or appeals officer. The functions assigned to a given University official under this Policy, including but not limited to the functions assigned to the Title IX Coordinator, investigator, adjudicator, informal resolution facilitator, and appeals officer, may, in the University's discretion, be delegated by such University official to any suitably qualified individual and such delegation may be recalled by the University at any time.

Dual Status Persons

Where an individual is both a Student and an Employee of the University, and to the extent the distinction between Student or Employee status is material for any standard, obligation, right, or process set forth in this Policy, the Title IX Coordinator will determine the individual's status for purposes of this Policy. Such determination shall be made after a fact-specific inquiry that includes consideration of relevant circumstances, including whether the individual's primary relationship to the University is to receive an education or to work, and in what capacity the person was acting (or failing to act) with regard to the events in question.

Exercise of Rights

The rights afforded to Complainants and Respondents throughout this Policy are personal to Complainants and Respondents and may not be exercised by a third-party unless the third-party has the legal right to act on the party's behalf. As a general rule, parents do not have the right to act on behalf of adult students and are not entitled to participate in the investigation and adjudication processes in this Policy unless they are acting in the role of an advisor as described in "Advisor of Choice and Other Accompanying Persons." If a Complaint alleges Policy and Practice Discrimination against the University itself, such that no individual person is a Respondent, the relevant department or unit whose policy or practice is at issue may appoint an individual to represent the department or unit's interest and to act as a nominal Respondent in such individual's official capacity on behalf of the department or unit at issue.

Training

The University will ensure that all Employees, and University officials acting under this Policy, including but not limited to the Title IX Coordinator, investigators, adjudicators, informal resolution facilitators, University provided advisors, and appeals officers receive training in compliance with Title IX and its implementing regulations, the Illinois Preventing Sexual Violence in Higher Education Act, and any other applicable federal, state, or local laws.

Recordkeeping

The University will retain those records specified in 34 C.F.R. § 106.8(f) for a period of seven years after which point in time they may be destroyed, or continue to be retained, in the University's sole discretion. Such materials will be made available for inspection and review only to the extent required by Title IX and its implementing regulations and/or other applicable federal, state, and/or local laws.

Changes in the Law

In the event a change in controlling law conflicts with some provision of this Policy, necessitates the modification of some provision of this Policy, or mandates the inclusion of new provisions not included, the University may immediately apply the Policy in a manner consistent with such controlling law, after providing written notice to the parties of the change in controlling law, even if the Policy has yet to be formally amended to address the change in controlling law.

Definitions

Words used in this Policy will have those meanings defined herein and/or in Section II of this Policy ("Definitions") and if not defined herein or in Section II of this Policy will be construed according to their plain and ordinary meaning.

Discretion in Application

The University retains discretion to interpret and apply this Policy in a manner that is not clearly unreasonable, even if the University's interpretation or application differs from the interpretation of the parties. Despite the University's reasonable efforts to anticipate all eventualities in drafting this Policy, it is possible unanticipated or extraordinary circumstances may not be specifically or reasonably addressed by the express language, in which case the University retains discretion to respond to the unanticipated or extraordinary circumstance in a way that is not clearly unreasonable. The provisions of this Policy and the Hearing Procedures referenced in "Hearing" are not contractual in nature, whether in their own right, or as part of any other express or implied contract. Accordingly, the University retains discretion to revise this Policy and Policy revisions to an active case provided that doing so is not clearly unreasonable.

Entities Affected by this Policy

All Divisions of the University Related Documents It is possible for an individual's conduct to violate both this Policy and Procedure other University policies, including but not limited to where a person has been harassed because of their sex, sexual orientation, gender identity, or gender expression as well as because of their age, ancestry, citizenship, color, creed, disability, genetic information, marital status, military status, national origin, parental status, pregnancy, race, religion, source of income, unfavorable discharge from military service, veteran status, as a result of being the victim of domestic or sexual violence or other status protected by law. In those instances, the University will coordinate the investigation and resolution efforts to address all such bases for harassment. Complaints of other forms of protected-status discrimination, such as discrimination based on race, national origin, ethnicity, age, and disability, are governed by RU Policy 2.1 (Policy Prohibiting Discrimination, Harassment, Bullying, and Retaliation) RU Policy No. 2.5 (Policy on Consensual Romantic or Physical Relationships); RU Policy No. 2.7 (Abused and Neglected Child Policy); RU Policy No. 2.8 (Equal Employment Opportunity Policy), and RU Policy No. 3.11 (Title IX Policy). Please also reference any complaint resolution or other procedures implemented pursuant to this Policy Revision and Implementation.

The Office of Title IX Compliance shall have the authority to revise this Policy and Procedure, subject to the approval of the President's Executive Council. The Policy and Procedure shall be reviewed and updated on at least an annual basis. This Policy is available in hard copy in the Office of Title IX Compliance and the Office of Human Resources, and in electronic format at: https://www.roosevelt.edu/policies .

The following shall have the authority to establish any procedures necessary to implement this Policy and Procedure:

- Human Resources;

• Division of Student Affairs; and • The Office of the President

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Abused and Neglected Child Policy

Policy Statement

As an educational institution, the University is committed to protecting the health, safety, and best interests of all members of its community. Children under age 18 are particularly vulnerable to abuse and neglect, and the University is therefore committed to ensuring that all instances of suspected abuse and neglect are promptly reported as required under the Illinois Abused and Neglected Child Act ("ANCRA" or the "Act").

The University reserves the right to modify or amend this Policy at any time, at its sole discretion. Any change to this Policy will become effective at the time designated above, and the changes will apply to both prospective students and those already enrolled. This Policy does not constitute an express or implied contract between Roosevelt University and any past, present, or prospective student, employee (including administrator, faculty, or staff), contractor, or volunteer.

Unless otherwise stated, the following definitions apply to this Policy:

"Employee" as used in this Policy shall refer to all personnel who are currently or formerly, directly or indirectly, affiliated with the University, including but not limited to employees, students, alumni, volunteers, vendors, independent contractors, and visitors.

"Child" means any person under the age of 18 years, unless legally emancipated by reason of marriage or entry into a branch of the U.S. armed services.

"Mandated Reporters" are all Employees, as well as all Students enrolled in an academic program leading to a position as a child care worker, school service personnel and/or education degree.

Policy

It is a violation of university policy for a Mandated Reporter to fail to report the abuse or neglect of a Child that they have observed or have reasonable cause to suspect has occurred, whether such abuse and/or neglect occurs on or off of university premises, in its programs, or within its student body. An Employee who violates this Policy will be subject to disciplinary action, up to and including termination. A Student who violates this Policy will also be deemed to have violated the Student Code of Conduct and will be subject to disciplinary action, up to and including expulsion.

The following additional definitions apply to this Policy:

A person who is "responsible for the Child's welfare" means the Child's parent, guardian, foster parent, or any other person responsible for the child's welfare at the time of the alleged abuse or neglect, or any person who came to know the Child through an official capacity or position of trust, including educational personnel, recreational supervisors, and volunteers, or support personnel in any setting where children may be subject to

abuse or neglect.

A Child is "abused" when their parent, immediate family member, any person responsible for the Child's welfare, any individual residing in the same house as the Child, or a paramour of the Child's parent engage in any of the following: Inflicts, causes to be inflicted, or allows to be inflicted on the Child physical injury, by other than accidental means, which causes death, disfigurement, impairment of physical or emotional health, or loss or impairment of any bodily function; Creates a substantial risk of physical injury to the Child by other than accidental means, which would be likely to cause death, disfigurement, impairment of physical or emotional health, or loss or impairment of any bodily function; Commits or allows to be committed any sex offense against the Child, as such offenses are defined in the Criminal Code of 1961, as amended (e.g., criminal sexual assault, sexual abuse, indecent solicitation of a minor and child pornography) and extending those definitions of sex offenses to include a Child; Commits or allows to be committed an act or acts of torture upon the Child; Inflicts excessive corporal punishment upon the Child; Commits or allows to be permitted against the Child the offense of female genital mutilation, as defined in Section 12-34 of the Criminal Code of 1961; or Causes to be sold, transferred, distributed or given to the Child a controlled substance, except for controlled substances prescribed in accordance with state law that are dispensed to the Child in a manner that substantially complies with the prescription.

A Child is "neglected" when their parent or other person responsible for the Child's welfare deprives or fails to provide the Child with adequate food, clothing, shelter, or needed medical treatment. Neglect may also be alleged when a responsible adult provides inadequate supervision of the Child, as when children are left either unsupervised or in the case of someone unable to supervise due to their condition.

A Mandated Report has "reasonable cause" to believe abuse or neglect has occurred where there is some actual or circumstantial evidence that the Child has been abused or neglected. Actual evidence may consist of obvious pain, or signs of physical injury such as cuts, burns or bruises. Circumstantial evidence may include a Child's change of behavior, or implausible stories about injuries or activities.

Mandated Reporters are required to immediately report to the Illinois Department of Children and Family Services ("DCFS") whenever they have observed a Child being abused or neglected or have reasonable cause to suspect that a Child has been abused or neglected by calling the DCFS Child Abuse Hotlines (at (800) 25-ABUSE or (217) 524-2606). In an emergency, the Mandated Reporter is also required to call the police. Mandated Reporters should also notify Campus Safety in instances in which the reported incident occurred on university premises.

Behavioral Assessment Team (BAT)

How To Report A Concern About A Person Or Situation On Campus

If there is perceived imminent danger: Contact Campus Safety or 911 immediately.

If you are concerned about an individual but you do not believe that the situation poses imminent danger, contact the Roosevelt University Behavioral Assessment Team (BAT) bat@roosevelt.edu | (312)-341-**2323** (voice mail)

- BAT will review the voice mail, email and/or online referral form.

- The individual submitting the information will receive acknowledgement from BAT confirming that the report has been received and will be reviewed, if the individual provides his or her name and a phone number or email address.

- Individuals submitting a BAT referral form should not expect detailed information about the disposition of their submission because the issue may involve due process or confidentiality rights of the student or employee.

- Before submitting a BAT referral form, individuals may consult with the Office of Student Affairs or other appropriate offices on campus (e.g.-Campus Safety, Department Chair, Human Resources, etc.). However, submitting a referral form to BAT may still be required following the consultation.

- Once a BAT referral form is submitted, BAT will determine what steps need to be followed. These could include speaking with the individual; gathering additional evidence or information by interviewing members of the Roosevelt community; compiling additional documentation; referral to the Code of Student Conduct Process or Employee Professional Code of Conduct; or other steps as deemed necessary.

- Individuals should submit additional reports as new concerns arise or as behavior is repeated, even if they have done so before. A single incident may be insufficient to take action but a pattern of incidents may support a response.

Note: All information and reports will be handled in a confidential manner with information released only on a need-to-know basis.

Behavioral Assessment Team (BAT)

Mission: The Behavioral Assessment Team (BAT) was created to enhance campus safety by providing a centralized threat assessment function regarding behavior that could threaten the safety of the University community.

Purpose: BAT is a campus wide team that assesses disruptive or concerning behavior by students, faculty, staff and guests; provides consultation; makes recommendations to the authoritative entity that, in turn, takes action; and brings in appropriate services and departments to resolve situations before they become emergencies.

Team Composition: BAT is comprised of university representatives from the offices of the Provost, Student Affairs, Campus Safety, Human Resources, Advising, Office of Student Conduct & Conflict Resolution and Residence Life. -Other University faculty and staff may work with BAT on situations as appropriate.

Procedures: Upon notification of a person at-risk, BAT will perform the following:

- Report Received: Team members receive report via web form; BAT acknowledges receipt of report; BAT phone conference/meeting scheduled.
- Initial Screening: BAT meets to review information received and access threat level.

- Triage/Preliminary Inquiry: BAT gathers and reviews additional information and may recommend intervention strategies to the appropriate authoritative entity.
- Full Inquiry: BAT may decide a more extensive gathering and review of information are needed to access threat and recommend intervention strategies to appropriate entity.

Process for Submitting Reports:

If there is perceived imminent danger: Contact Campus Safety or 911 immediately.

If you are concerned that an individual poses a safety risk but you do not believe that the situation poses imminent danger: Notify BAT by completing the online person of concern referral form.

- You will receive acknowledgement from BAT that the report was received.
- BAT may contact you for additional information.
- People submitting information should not expect details about the disposition of their submission as the issue may involve due process and confidentiality rights.
- You should submit additional reports as new concerns arise or as behavior is repeated. A single incident may be insufficient to take action but a pattern of incidents may require a response.

Note: All information and reports will be handled in a confidential manner with information released only on a need-to-know basis.

Consultation:

If you are unsure whether your concern warrants submission of a BAT report, feel free to contact BAT for consultation at bat@roosevelt.edu or via voice mail at (312) 341-2323 (voice mail). A member of the team will respond to your inquiry as soon as possible.

Entities Affected by this Policy

All Divisions of the University.

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as amended by the Violence Against Women Reauthorization Act of 2013

Roosevelt University does not discriminate on the basis of sex in its educational programs and sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether sexually based or not and include dating violence, domestic violence, and stalking. As a result, Roosevelt University issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct, educational programs, and procedures that address sexual assault, domestic

violence, dating violence, and stalking, whether the incident occurs on or off campus and when it is reported to a university official. In this context, Roosevelt University prohibits the offenses of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act) and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the university community.

For a complete copy of Roosevelt University's policy governing sexual misconduct, visit:
https://www.roosevelt.edu/title-ix

State of Illinois definitions:

Consent is defined in the State of Illinois, 720 ILCS 5/11-1.70, as 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) It shall be a defense under subsection (b) and subsection (c) of Section 11-1.50 and subsection (d) of Section 11-1.60 of this Code that the accused reasonably believed the person to be 17 years of age or over. **The age for consent in Illinois is 17 years old.** (b) 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.

Roosevelt University Definition of Consent:

Roosevelt upholds the standard of **affirmative consent**. Affirmative consent means freely, willingly, and explicitly agreeing to engage in sexual activity.

- Only **"Yes" means yes**.
- Consent can be given by words or actions, as long as those words or

actions create mutually understandable and clear permission regarding willingness to engage in and the conditions of sexual activity.

- If you are unsure, **ALWAYS ASK**

It is the responsibility of each person involved in the sexual activity to ensure that they have the affirmative consent of the other or others to engage in the sexual activity.

Sexual Assault is defined in the State of Illinois:

Criminal Sexual Assault (720 ILCS 5/11-1.20) (was 720 ILCS 5/12-13): A person commits criminal sexual assault if that person commits an act of sexual penetration and:

(1) uses force or threat of force;
(2) knows that the victim is unable to understand the nature of the act or is unable to give knowing consent;
(3) is a family member of the victim, and the victim is under 18 years of age; or
(4) is 17 years of age or over and holds a position of trust, authority, or supervision in relation to the victim, and the victim is at least 13 years of age but under 18 years of age.

Aggravated Criminal Sexual Assault (720 ILCS 5/11-1.30):

(a) A person commits aggravated criminal sexual assault if that person commits criminal sexual assault and any of the following aggravating circumstances exist during the commission of the offense or, for purposes of paragraph (7), occur as part of the same course of conduct as the commission of the offense:

(1) the person displays, threatens to use, or uses a dangerous weapon, other than a firearm, or any other object fashioned or used in a manner that leads the victim, under the circumstances, reasonably to believe that the object is a dangerous weapon;
(2) the person causes bodily harm to the victim, except as provided in paragraph (10);
(3) the person acts in a manner that threatens or endangers the life of the victim or any other person;
(4) the person commits the criminal sexual assault during the course of committing or attempting to commit any other felony;
(5) the victim is 60 years of age or older;
(6) the victim is a physically handicapped person;
(7) the person 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;
(8) the person is armed with a firearm;
(9) the person personally discharges a firearm during the commission of the offense; or
(10) the person personally discharges a firearm during the commission of the offense, and that discharge proximately causes great bodily harm, permanent disability, permanent disfigurement, or death to another person.

(b) A person commits aggravated criminal sexual assault if that person is under 17 years of age and: (i) commits an act of sexual penetration with a victim who is under 9 years of age; or (ii) commits an act of sexual penetration with a victim who is at least 9 years of age but under 13 years of age and the person uses force or threat of force to commit the act.

(c) A person commits aggravated criminal sexual assault if that person commits an act of sexual penetration with a victim who is a severely or profoundly intellectually disabled person.

Predatory Criminal Sexual Assault Of A Child (720 ILCS 5/11-1.40): A person commits predatory criminal sexual assault of a child if that person commits an act of sexual penetration or an act of contact, however slight between the sex organ or anus of one person and the part of the body of another, and the accused is 17 years of age or older, and: (1) the victim is under 13 years of age; or (2) the victim is under 13 years of age and that person:

(A) is armed with a firearm;
(B) personally, discharges a firearm during the commission of the offense;
(C) causes great bodily harm to the victim that (i) results in permanent disability; or (ii) is life threatening; or
(D) 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.

Criminal Sexual Abuse (720 ILCS 5/11-1.50): A person commits criminal sexual abuse if that person:
(1) commits an act of sexual conduct by the use of force or threat of force; or (2) commits an act of sexual conduct and knows that the victim is unable to understand the nature of the act or is unable to give knowing consent.

A person commits criminal sexual abuse if that person is under 17 years of age and commits an act of sexual penetration or sexual conduct with a victim who is at least 9 years of age but under 17 years of age.

A person commits criminal sexual abuse if that person commits an act of sexual penetration or sexual conduct with a victim who is at least 13 years of age but under 17 years of age and the person is less than 5 years older than the victim.

Aggravated Criminal Sexual Abuse (720 ILCS 5/11-1.60):

(a) A person commits aggravated criminal sexual abuse if that person commits criminal sexual abuse and any of the following aggravating circumstances exist (i) during the commission of the offense or (ii) for purposes of paragraph (7), as part of the same course of conduct as the commission of the offense:

(1) the person displays, threatens to use, or uses a dangerous weapon or any other object fashioned or used in a manner that leads the victim, under the circumstances, reasonably to believe that the object is a dangerous weapon;

(2) the person causes bodily harm to the victim;

(3) the victim is 60 years of age or older;

(4) the victim is a physically handicapped person;

(5) the person acts in a manner that threatens or endangers the life of the victim or any other person;

(6) the person commits the criminal sexual abuse during the course of committing or attempting to commit any other felony; or

(7) The person delivers (by injection, inhalation, ingestion, transfer of possession, or any other means) any controlled substance to the victim for other than medical purposes without the victim's consent or by threat or deception.

(b) A person commits aggravated criminal sexual abuse if that person commits an act of sexual conduct with a victim who is under 18 years of age and the person is a family member.

(c) A person commits aggravated criminal sexual abuse if:

(1) that person is 17 years of age or over and: (i) commits an act of sexual conduct with a victim who is under 13 years of age; (ii) commits an act of sexual conduct with a victim who is at least 13 years of age but under 17 years of age and the person uses force or threat of force to commit the act; or

(2) that person is under 17 years of age and: (i) commits an act of sexual conduct with a victim who is under 9 years of age; or (ii) commits an act of sexual conduct with a victim who is at least 9 years of age but under 17 years of age and the person uses force or threat of force to commit the act.

(d) A person commits aggravated criminal sexual abuse if that person commits an act of sexual penetration or sexual conduct with a victim who is at least 13 years of age but under 17 years of age and the person is at least 5 years older than the victim.

(e) A person commits aggravated criminal sexual abuse if that person commits an act of sexual conduct with a victim who is a severely or profoundly intellectually disabled person.

(f) A person commits aggravated criminal sexual abuse if that person commits an act of sexual conduct with a victim who is at least 13 years of age but under 18 years of age and the person is 17 years of age or over and holds a position of trust, authority, or supervision in relation to the victim.

Sexual Relations Within Families (720 ILCS 5/11-11):

(a) A person commits sexual relations within families if he or she:

(1) Commits an act of sexual penetration as defined in Section 11-0.1 of this Code; and

(2) The person knows that he or she is related to the other person as follows: (i) Brother or sister, either of the whole blood or the half-blood; or (ii) Father or mother, when the child, regardless of legitimacy and regardless of whether the child was of the whole blood or half-blood or was adopted, was 18 years of age or over when the act was committed; or (iii) Stepfather or stepmother, when the stepchild was 18 years

of age or over when the act was committed; or (iv) Aunt or uncle, when the niece or nephew was 18 years of age or over when the act was committed; or (v) Great-aunt or great-uncle, when the grand-niece or grand-nephew was 18 years of age or over when the act was committed; or (vi) Grandparent or step-grandparent, when the grandchild or step-grandchild was 18 years of age or over when the act was committed.

Domestic Violence is defined in the State of Illinois, (750 ILCS 60/103), as means physical abuse, harassment, intimidation of a dependent, interference with personal liberty or willful deprivation but does not include reasonable direction of a minor child by a parent or person in loco parentis. Family or household members include spouses, former spouses, parents, children, stepchildren, and other persons related by blood or by present or prior marriage, persons who share or formerly shared a common dwelling, persons who have or allegedly have a child in common, persons who share or allegedly share a blood relationship through a child, persons who have or have had a dating or engagement relationship, persons with disabilities and their personal assistants, and caregivers as defined in Section 12-4.4a of this Code. For purposes of this Article, neither a casual acquaintanceship nor ordinary fraternization between 2 individuals in business or social contexts shall be deemed to constitute a dating relationship.

Domestic Battery (720 ILCS 5/12-3.2) (formerly Ch. 38, par. 12-3.2): A person commits domestic battery if he or she knowingly without legal justification by any means:

(1) Causes bodily harm to any family or household member;

(2) Makes physical contact of an insulting or provoking nature with any family or household member.

Aggravated Domestic Battery (720 ILCS 5/12-3.3): A person who, in committing a domestic battery, knowingly causes great bodily harm, or permanent disability or disfigurement commits aggravated domestic battery.
(a-5) A person who, in committing a domestic battery, strangles another individual commit aggravated domestic battery. For the purposes of this subsection (a-5), "strangle" means intentionally impeding the normal breathing or circulation of the blood of an individual by applying pressure on the throat or neck of that individual or by blocking the nose or mouth of that individual.

Violation Of An Order Of Protection (720 ILCS 5/12-3.4) (was 720 ILCS 5/12-30): A person commits violation of an order of protection if: (1) He or she knowingly commits an act which was prohibited by a court or fails to commit an act which was ordered by a court in violation of:

(i) a remedy in a valid order of protection authorized under paragraphs (1), (2), (3), (14), or (14.5) of subsection (b) of Section 214 of the Illinois Domestic Violence Act of 1986,

(ii) a remedy, which is substantially similar to the remedies authorized under paragraphs (1), (2), (3), (14) or (14.5) of subsection (b) of Section 214 of the Illinois Domestic Violence Act of 1986, in a valid order of protection, which is authorized under the laws of another state, tribe or United States territory,

(iii) any other remedy when the act constitutes a crime against the protected parties as the term protected parties is defined in Section 112A-4 of the Code of Criminal Procedure of 1963; and

Such violation occurs after the offender has been served notice of the contents of the order, pursuant to the Illinois Domestic Violence Act of 1986 or any substantially similar statute of another state, tribe or United States territory, or otherwise has acquired actual knowledge of the contents of the order.

An order of protection issued by a state, tribal or territorial court related to domestic or family violence shall be deemed valid if the issuing court had jurisdiction over the parties and matter under the law of the state, tribe or

territory. There shall be a presumption of validity where an order is certified and appears authentic on its face. For purposes of this Section, an "order of protection" may have been issued in a criminal or civil proceeding.
-- Failure to provide reasonable notice and opportunity to be heard shall be an affirmative defense to any charge or process filed seeking enforcement of a foreign order of protection.
-- Nothing in this Section shall be construed to diminish the inherent authority of the courts to enforce their lawful orders through civil or criminal contempt proceedings.
-- The limitations placed on law enforcement liability by Section 305 of the Illinois Domestic Violence Act of 1986 apply to actions taken under this Section.

Interfering With The Reporting Of Domestic Violence (720 ILCS 5/12-3.5) (was 720 ILCS 5/12-6.3): A person commits interfering with the reporting of domestic violence when, after having committed an act of domestic violence, he or she knowingly prevents or attempts to prevent the victim of or a witness to the act of domestic violence from calling a 9-1-1 emergency telephone system, obtaining medical assistance, or making a report to any law enforcement official.

For the purposes of this Section: "Domestic violence" shall have the meaning ascribed to it in Section 112A-3 of the Code of Criminal Procedure of 1963.

Disclosing Location Of Domestic Violence Victim (720 ILCS 5/12-3.6) (was 720 ILCS 5/45-1 and 5/45-2): As used in this Section: "Domestic violence" means attempting to cause or causing abuse of a family or household member or high-risk adult with disabilities, or attempting to cause or causing neglect or exploitation of a high-risk adult with disabilities which threatens the adult's health and safety.

"Family or household member" means a spouse, person living as a spouse, parent, or other adult person related by consanguinity or affinity, who is residing or has resided with the person committing domestic violence. "Family or household member" includes a high-risk adult with disabilities who resides with or receives care from any person who has the responsibility for a high-risk adult as a result of a family relationship or who has assumed responsibility for all or a portion of the care of an adult with disabilities voluntarily, by express or implied contract, or by court order.
"High-risk adult with disabilities" means a person aged 18 or over whose physical or mental disability impairs his or her ability to seek or obtain protection from abuse, neglect, or exploitation.
"Abuse", "exploitation", and "neglect" have the meanings ascribed to those terms in Section 103 of the Illinois Domestic Violence Act of 1986.
A person commits disclosure of location of domestic violence victim when he or she publishes, disseminates or otherwise discloses the location of any domestic violence victim, without that person's authorization, knowing the disclosure will result in, or has the substantial likelihood of resulting in, the threat of bodily harm. Nothing in this Section shall apply to confidential communications between an attorney and his or her client.

Dating Violence: The state of Illinois does not have a separate definition for “dating violence,” but refers to it in the domestic violence definition.

Stalking (720 ILCS 5/12-7.3): A person commits stalking when he or she knowingly engages in a course of conduct directed at a specific person, and he or she knows or should know that this course of conduct would cause a reasonable person to:

(1) fear for his or her safety or the safety of a third person; or
(2) suffer other emotional distress.

A person commits stalking when he or she, knowingly and without lawful justification, on at least 2 separate occasions follows another person or places the person under surveillance or any combination thereof and:

(1) at any time transmits a threat of immediate or future bodily harm, sexual assault, confinement or restraint and the threat is directed towards that person or a family member of that person; or

(2) places that person in reasonable apprehension of immediate or future bodily harm, sexual assault, confinement or restraint to or of that person or a family member of that person.

A person commits stalking when he or she has previously been convicted of stalking another person and knowingly and without lawful justification on one occasion:

(1) follows that same person or places that same person under surveillance; and

(2) transmits a threat of immediate or future bodily harm, sexual assault, confinement or restraint to that person or a family member of that person.

Definitions - For purposes of Stalking:

(1) "Course of conduct" means 2 or more acts, including but not limited to acts in which a defendant directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, engages in other non-consensual contact, or interferes with or damages a person's property or pet. A course of conduct may include contact via electronic communications.

(2) "Electronic communication" means any transfer of signs, signals, writings, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectric, or photo-optical system. "Electronic communication" includes transmissions by a computer through the Internet to another computer.

(3) "Emotional distress" means significant mental suffering, anxiety or alarm.

(4) "Family member" means a parent, grandparent, brother, sister, or child, whether by whole blood, half-blood, or adoption and includes a step-grandparent, step-parent, step-brother, step-sister or step-child. "Family member" also means any other person who regularly resides in the household, or who, within the prior 6 months, regularly resided in the household.

(5) "Follows another person" means (i) to move in relative proximity to a person as that person moves from place to place or (ii) to remain in relative proximity to a person who is stationary or whose movements are confined to a small area. "Follows another person" does not include a following within the residence of the defendant.

(6) "Non-consensual contact" means any contact with the victim that is initiated or continued without the victim's consent, including but not limited to being in the physical presence of the victim; appearing within the sight of the victim; approaching or confronting the victim in a public place or on private property; appearing at the workplace or residence of the victim; entering onto or remaining on property owned, leased, or occupied by the victim; or placing an object on, or delivering an object to, property owned, leased, or occupied by the victim.

(7) "Places a person under surveillance" means:

(a) remaining present outside the person's school, place of employment, vehicle, other place occupied by the person, or residence other than the residence of the defendant; or

(b) placing an electronic tracking device on the person or the person's property.

(8) "Reasonable person" means a person in the victim's situation.

(9) "Transmits a threat" means a verbal or written threat or a threat implied by a pattern of conduct or a combination of verbal or written statements or conduct.

The incarceration of a person in a penal institution who commits the course of conduct or transmits a threat is not a bar to prosecution under this Section.

A defendant who directed the actions of a third party to violate this Section, under the principles of accountability set forth in Article 5 of this Code, is guilty of violating this Section as if the same had been personally done by the defendant, without regard to the mental state of the third party acting at the direction of the defendant.

Aggravated Stalking (720 ILCS 5/12-7.4) (formerly Ch. 38, par. 12-7.4): A person commits aggravated stalking when he or she commits stalking and:

(1) causes bodily harm to the victim;

(2) confines or restrains the victim; or

(3) violates a temporary restraining order, an order of protection, a stalking no contact order, a civil no contact order, or an injunction prohibiting the behavior described in subsection (b)(1) of Section 214 of the Illinois Domestic Violence Act of 1986.

A person commits aggravated stalking when he or she is required to register under the Sex Offender Registration Act or has been previously required to register under that Act and commits the offense of stalking when the victim of the stalking is also the victim of the offense for which the sex offender is required to register under the Sex Offender Registration Act or a family member of the victim.

A defendant who directed the actions of a third party to violate this Section, under the principles of accountability set forth in Article 5 of this Code, is guilty of violating this Section as if the same had been personally done by the defendant, without regard to the mental state of the third party acting at the direction of the defendant.

Cyberstalking (720 ILCS 5/12-7.5): A person commits cyberstalking when he or she engages in a course of conduct using electronic communication directed at a specific person, and he or she knows or should know that would cause a reasonable person to:

(1) fear for his or her safety or the safety of a third person; or

(2) suffer other emotional distress.

A person commits cyberstalking when he or she, knowingly and without lawful justification, on at least 2 separate occasions, harasses another person through the use of electronic communication and:

(1) at any time transmits a threat of immediate or future bodily harm, sexual assault, confinement, or restraint and the threat is directed towards that person or a family member of that person; or

(2) places that person or a family member of that person in reasonable apprehension of immediate or future bodily harm, sexual assault, confinement, or restraint; or

(3) at any time knowingly solicits the commission of an act by any person which would be a violation of this Code directed towards that person or a family member of that person.

A person commits cyberstalking when he or she, knowingly and without lawful justification, creates and maintains an Internet website or webpage which is accessible to one or more third parties for a period of at least 24 hours, and which contains statements harassing another person and:

(1) which communicates a threat of immediate or future bodily harm, sexual assault, confinement, or restraint, where the threat is directed towards that person or a family member of that person, or

(2) which places that person or a family member of that person in reasonable apprehension of immediate or future bodily harm, sexual assault, confinement, or restraint, or
(3) which knowingly solicits the commission of an act by any person which would be a violation of this Code directed towards that person or a family member of that person.

Definitions - For purposes of this Section:
(1) "Course of conduct" means 2 or more acts, including but not limited to acts in which a defendant directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, engages in other non-consensual contact, or interferes with or damages a person's property or pet. The incarceration in a penal institution of a person who commits the course of conduct is not a bar to prosecution under this Section.

(2) "Electronic communication" means any transfer of signs, signals, writings, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectric, or photo-optical system. "Electronic communication" includes transmissions through an electronic device including, but not limited to, a telephone, cellular phone, computer, or pager, which communication includes, but is not limited to, e-mail, instant message, text message, or voice mail.

(3) "Emotional distress" means significant mental suffering, anxiety or alarm.

(4) "Harass" means to engage in a knowing and willful course of conduct directed at a specific person that alarms, torments, or terrorizes that person.

(5) "Non-consensual contact" means any contact with the victim that is initiated or continued without the victim's consent, including but not limited to being in the physical presence of the victim; appearing within the sight of the victim; approaching or confronting the victim in a public place or on private property; appearing at the workplace or residence of the victim; entering onto or remaining on property owned, leased, or occupied by the victim; or placing an object on, or delivering an object to, property owned, leased, or occupied by the victim.

(6) "Reasonable person" means a person in the victim's circumstances, with the victim's knowledge of the defendant and the defendant's prior acts.

(7) "Third party" means any person other than the person violating these provisions and the person or persons towards whom the violator's actions are directed.

Telecommunications carriers, commercial mobile service providers, and providers of information services, including, but not limited to, Internet service providers and hosting service providers, are not liable under this Section, except for willful and wanton misconduct, by virtue of the transmission, storage, or caching of electronic communications or messages of others or by virtue of the provision of other related telecommunications, commercial mobile services, or information services used by others in violation of this Section.

A defendant who directed the actions of a third party to violate this Section, under the principles of accountability set forth in Article 5 of this Code, is guilty of violating this Section as if the same had been personally done by the defendant, without regard to the mental state of the third party acting at the direction of the defendant.

A. Education and Prevention Programs

The University engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that:

a. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
b. Defines using definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;
c. Defines what behavior and actions constitute consent to sexual activity in the State of Illinois and using the definition of consent found in Roosevelt's Sexual Misconduct policy and the purposes for which that definition is used: the State of Illinois, 720 ILCS 5/11-1.70, as 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) It shall be a defense under subsection (b) and subsection (c) of Section 11-1.50 and subsection (d) of Section 11-1.60 of this Code that the accused reasonably believed the person to be 17 years of age or over. The age for consent in Illinois is 17 years old. (b) 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.
d. Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;
e. Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
f. Information regarding:
    i. procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs (as described in "Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs" elsewhere in this document)
    ii. how the institution will protect the confidentiality of victims and other necessary parties (as described in "Assistance for Victims: Rights and Options" elsewhere in this document);
    iii. 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 (as described in "Assistance for Victims: Rights and Options" elsewhere in this document); and
    iv. options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in "Assistance for Victims: Rights and Options" elsewhere in this document);

v. procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in "Adjudication of Violations" elsewhere in this document);

Primary Prevention and Awareness Programs

The University's educational awareness campaigns and program for students and faculty consisting of presentations, discussions and distribution of educational materials to new and transfer students; and the distribution of information and the offering of programming on an on-going basis to students.

The University offered the following on-going **primary prevention and awareness programs for incoming students**

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
Title IX and Sexual Misconduct Annual Training	On-going	Wabash Building Virtual online	DoV, DaV, SA, S
Title IX and Sexual Misconduct: Domestic Violence Awareness Month	On-going	Wabash Building Hybrid (online)	DoV, DaC, SA, S

- DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

The University's educational program for faculty/staff consisting of presenting information and materials during new employee orientation. The University offered the following on-going **primary prevention and awareness programs for new employees**

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
United Educators Workplace Harassment Prevention – Version 113	Various - Online	Online through Human Resources	SA & Sexual Harassment
United Educators Sexual Misconduct: How Teachers/Educators Can Protect Our Children – Higher Ed Version	Various - Online	Online through Human Resources	SA
Sexual Misconduct Training: Protecting Children from Sexual Misconduct Higher Education	Various- Annual	Human Resources	SA, DoV, DaV, and S

- DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

The University offered the following **ongoing awareness and prevention program for employees** in **2023**:

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
Sexual Harassment and Discrimination and Bystander intervention	Various- Annual	Wabash/ via Zoom	DoV, DaV, SA, S

- DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking.

On & Off Campus Services/Resources for Complainants of Domestic Violence, Dating Violence, Sexual Assault & Stalking

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Roosevelt University 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. These services/resources are listed below.

Through the Office of Title IX Compliance, Roosevelt University provides all students, faculty, and staff with annual sexual awareness training to prevent sexual harassment and discrimination. These certified trainings are provided virtually and also in person. Every member of the Roosevelt University community is required to report all instances of sexual misconduct. Our Title IX policy is posted on our institution's website at https://www.roosevelt.edu/title-ix. The Illinois Board of Higher Education has mandated that all higher education institutions in Illinois conduct a survey of their students on a biannual basis to gather information about behaviors and perceptions related to sexual misconduct. The results of the study are an important tool to understand and address sexual harassment and sexual misconduct on campus and are posted on our Title IX website. The Office of Title IX Compliance demonstrates its commitment to our students, faculty, and staff through collaboration with university and community partners to proactively create a safe environment by preventing sexual harassment and discrimination within our communities.

ON CAMPUS	TYPES OF SERVICES AVAILABLE	SERVICE PROVIDER	CONTACT INFORMATION
Counseling (Virtual)	Licensed Clinical Psychologists- Individual Counseling, Crisis Intervention, Educational	TimelyCare (for students)	timelycare.com/Roosevelt or download the TimelyCare app

	Programming, Referrals as Needed		
Health (Virtual)	Licensed Clinical Psychologists- Individual Counseling, Crisis Intervention, Educational Programming, Referrals as Needed	TimelyCare (for students)	timelycare.com/Roosevelt or download the TimelyCare app
Mental Health (Virtual)	Licensed Clinical Psychologists- Individual Counseling, Crisis Intervention, Educational Programming, Referrals as Needed	TimelyCare (for students)	timelycare.com/Roosevelt or download the TimelyCare app
Victim Advocacy	Confidential Advisor that provides emergency and ongoing support to Roosevelt University students, staff and faculty who are survivors of sexual violence	Confidential Advisor YWCA Metropolitan Chicago	(888)293-2080

Legal Assistance	N/A	N/A	N/A
Visa and Immigration Assistance	Letters for Exceptions, Contact US Consulate, Assist with Leave of Absence, Provide Copy of Documents, Direct to Country's Consulate	Director/Assistant Director of International Programs	425 S Wabash, Room 686, Chicago, IL 60605 (312) 341-3531 https://www.roosevelt.edu/current-students/support-services/international-students
Student Financial Aid	Appeal through Tuition Adjustment Committee	Registrar's Office	425 S Wabash Ave. Room 1M16, Chicago, IL 60605 (866) 421-0935 https://www.roosevelt.edu/tuition-aid/financial-aid-process
Campus Safety – Chicago Campus	For emergency assistance; to file a campus safety report, assistance with filing a police report	Campus Safety Staff	430 S. Michigan Ave. Room 113, Chicago, IL 60605 312-341-2020 Campusafety@roosevelt.edu

Campus Safety – Schaumburg Campus	For emergency assistance; to file a campus safety report, assistance with filing a police report	Campus Safety Staff	1400 N. Roosevelt Blvd. Room 102, Schaumburg, IL 60173 847-619-8989 Campussafety@roosevelt.edu
Office of the Title IX Coordinator	Supervises investigations to ensure that policy is followed, oversees all cases to be certain that all resources requested are provided in a timely way	Title IX Coordinator & Deputy Chief Diversity Officer	430 S. Michigan Ave. Room 204, Chicago, IL 60605 (312)281-3245 https://www.roosevelt.edu/title-ix
Office of Human Resources	Assistance with drug & alcohol concerns, anti-harassment & discrimination complaints	Associate Vice President Human Resources	430 S. Michigan Ave. Room 1751, Chicago, IL 60605 312-341-4334 https://jobs.roosevelt.edu/

OFF CAMPUS	TYPES OF SERVICES AVAILABLE	SERVICE PROVIDER	CONTACT INFORMATION
Counseling	Provides counseling, advocacy, and other services to college sexual assault survivors	Green Light Family Services Counseling	1740 Ridge Ave. Suite L14, Evanston, IL 60201 (847) 328-6531 (Office) 773-728-7800 (Office) 1-800-572-2390 https://greenlightfamilyservices.org/services/counseling/
	Free & confidential counseling by professional counselors to survivors – individual, couple/family and group	Rape Victim Advocates	**Resilience Central Office** 444 N Michigan Ave. Suite 970 Chicago, IL 60611 Phone: 312-443-9603 | Fax: 312-443-9602 https://www.ourresilience.org/

	Behavioral Health	Center on Halsted (LGBTQ)	3656 N Halsted St. Chicago, IL 60613 (773) 472-6469 www.centeronhalsted.org
	Employee Assistance Program (EAP) for staff	Cigna Assistance Program	(877) 622-4327 https://www.cigna.com/
Health	Forensic Exams (Rape Kit), Medical Treatment, STI Testing & Treatment, Emergency Contraception	Northwestern Memorial Hospital (for Chicago Campus)	251 E Huron Chicago, IL 60611 (312) 926-2000 https://www.nm.org/locations/northwestern-memorial-hospital
		Alexian Brothers Medical Center (for Schaumburg Campus)	800 Biesterfield Rd. Elk Grove Village, IL 60007 (847) 437-5500 https://healthcare.ascension.org/locations/illinois/ilchi/elk-grove-village-ascension-alexian-brothers
	Annual Exams, Birth Control Supplies & Emergency Contraception, STI Testing & Treatment, Abortion Services	Planned Parenthood	18 S Michigan Ave. 6th Floor Chicago, IL 60603 (312) 592-6700 or (800) 238-PLAN www.plannedparenthood.org

	HIV/STI Testing	Center on Halsted (LGBTQ)	3656 N Halsted St. Chicago, IL 60613 (773) 472-6469 www.centeronhalsted.org
Mental Health	See Counseling above	See Counseling above	See Counseling above
Victim Advocacy	Advocate provides emotional support, medical and	Rape Victim Advocates	**Resilience Central Office** 444 N Michigan Ave. Suite 970 Chicago, IL 60611 Phone: 312-443-9603 | Fax: 312-443-9602 https://www.ourresilience.org/

	legal information, referrals and initial follow-up services to assist survivor while at the Emergency Room of an RVA-contracted hospital		
Legal Assistance	Provide accompaniment for survivors to police stations, throughout the court process to obtain an Order of Protection, Civil No Contact Order, or Stalking No Contact Order; assistance with filing for crime victims' compensation	Rape Victim Advocates	**Resilience Central Office** 444 N Michigan Ave. Suite 970 Chicago, IL 60611 Phone: 312-443-9603 | Fax: 312-443-9602 180 S Michigan Ave. #600 Chicago, IL 60601 https://www.ourresilience.org/
Legal Assistance	Legal Clinic and referrals, incident reporting and assistance	Center on Halsted (LGBTQ)	3656 N Halsted St. Chicago, IL 60613 (773) 472-6469 www.centeronhalsted.org
	Domestic Violence	Cook County Domestic Violence Legal Clinic	555 W Harrison, Room 1900 Chicago, IL 60607 (312) 325-9155 https://www.cookcountycourt.org/division/domestic-violence-division
	Orders of Protection	Cook County Circuit Court	555 W Harrison Chicago, IL 60607 (312) 325-9468 https://www.cookcountycourt.org/case-type/orders-protection
Visa and Immigration Assistance	U Visa; may allow undocumented	US Citizenship &	101 W. Congress Pkwy, Chicago, IL. 60605 http://www.uscis.gov/

	victims of certain serious crimes and cooperating with law enforcement to remain in the US for a designated time	Immigration Services	
		National Immigrant Justice Center	(312) 660-1370 www.immigrantjustice.org
Student Financial Aid Services	Financial assistance for undergraduate students	Roosevelt University	425 S. Wabash Chicago., IL 60605 (866) 421-0935 www.fas@roosevelt.edu
Police/Local Law Enforcement	For emergency assistance; to file a police report	Chicago Police 1st District - Central	1718 S. State St., Chicago, IL 60616 312-745-4290 / 911 for emergencies https://home.chicagopolice.org/about/police-districts/1st-district-central/
		Schaumburg	101 Schaumburg Ct., Schaumburg, IL 60194 847-882-3586 / 911 for emergencies https://www.villageofschaumburg.com/government/police

HOTLINES

Chicago Rape Crisis Hotline	(888) 293-2080
National Domestic Violence Hotline	(800) 799-7233
Rape, Abuse and Incest National Network	(800) 656-4673
National Suicide Prevention Lifeline	(800) 273-8255
AIDS Hotline (Illinois)	(800) 243-2437

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

www.rainn.org – Rape, Abuse and Incest National Network
https://www.justice.gov/ovw/sexual-assault - Department of Justice
www.ed.gov - Department of Education, Office of Civil Rights

Northwestern Memorial Hospital (Sexual Assault Nurse Examiner)	251 E. Huron, Chicago, IL 60611	(312) 926-2000
Alexian Brothers Medical Center	800 Biesterfield Rd., Elk Grove Village, IL 60007	(847) 437-5500

In Illinois, evidence may be collected even if you choose not to make a report to law enforcement.[1] A victim of sexual violence must consent to having the evidence collected by the hospital and must provide their name to the hospital in order for evidence to be collected. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing, or clean the bed linen area where they were assaulted. If the offense occurred within the past 96 hours, so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred or is occurring or may be helpful in obtaining a protective order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections.
In Illinois, in order for the police to receive and accept the evidence, the victim must file a police report. The police will only accept a sexual assault forensic exam kit, commonly referred to as a rape kit, if they have the police report number to attach it to the evidence.

If the evidence is not turned over to police, the state of Illinois requires the hospital keep the sexual assault forensic exam kit for two weeks (in case the victim decides to file a police report and authorize the release of evidence to police.) After two weeks, the hospital disposes of the evidence.

As time passes, evidence may dissipate or become lost and unavailable thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders relating to the incident more difficult. If a victim of domestic violence, dating violence, sexual assault or stalking chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with campus safety or law enforcement to preserve evidence in the event that the complainant decides to report the incident to law enforcement or the university at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents if they have any, that would be useful to investigators or police.

Although the university strongly encourages all members of its community to report violations of this policy to local law enforcement and/or to Roosevelt University's Department of Campus Safety by calling 312-341-2020, it is the complainant's choice whether or not to make such a report and complainant has the right to decline involvement with the police. The University (Department of Campus Safety, Title IX/Deputy Title IX Coordinators) will assist any complainant with notifying local police if they so desire. When making a police report this typically includes the time and location of the incident, the names and contact information of any witnesses, the nature of the incident, a description of what transpired, any evidence garnered, and the officer's assessment of the situation. Contact information for local police is located below:

Chicago Police Department 1st District - Central	1718 South State Street, Chicago, IL 60616 312-745-4290 911 for emergencies
Schaumburg Police Department	101 Schaumburg Court, Schaumburg, IL 60194 847-882-3586 911 for emergencies

[1] Under the Violence Against Women and Department of Justice Reauthorization Act of 2005, starting in 2009, states must certify that they do not "require a victim of sexual assault to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam, reimbursement for charges incurred on account of such an exam, or both."

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title IX Coordinator, Natasha L. Robinson, 430 S. Michigan Ave. Room 204, Chicago, IL, 60605, 312-341-2024 by calling, writing or coming into the office to report in person and to Campus Safety (if the complainant so desires.) Reports of all domestic violence, dating violence, sexual assault, and stalking made to Campus Safety will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges.

Confidential Reporting

Should a student wish to report an incident in confidence, they may contact the Roosevelt University Confidential Advisor, Timely care, or local community resource. Faculty and staff may contact Roosevelt University's Employee Assistance Program (EAP).

Professional Counselors and professional, licensed counselors who provide mental-health counseling to members of the school community—including those who act in that role under the supervision of a licensed counselor—are not required to report any information about an incident to the Title IX coordinator without a complainant's permission.

Roosevelt University Confidential Advisors: Confidential advisors provide confidential services to, and have privileged, confidential communications with survivors. They are not obligated to report to the University.
The following is the contact information for these individuals:

Roosevelt University Confidential Advisor

- YMCA Metropolitan Chicago Phone: (888)293-2080

The following is the contact information for TimelyCare:

Website: https://www.timelycare.com/roosevelt
Or download the TimelyCare app.

Employee Assistance Program (EAP) for Faculty and Staff

Website: https://www.cigna.com/individuals-families/member-guide/employee-assistance-program
Phone: 877-622-4327

An individual who speaks to the Confidential Advisor must understand that, if he or she wants to maintain confidentiality, the University will be unable to conduct an investigation into the particular incident or pursue disciplinary action against the alleged perpetrator.

Even so, the Confidential Advisor will still assist the individual in receiving other necessary protection and support, such as victim advocacy, academic support or accommodations, disability, health or mental health services, and changes to living, working or course schedules. An individual who at first requests confidentiality may later decide to file a complaint with the school or report the incident to local law enforcement, and thus have the incident fully investigated. The Confidential Advisor will provide the individual with assistance if the individual wishes to do so.

The Confidential Advisor fully adheres to all professional, legal and ethical standards for all of its services. The information shared within a confidential setting with the Confidential Advisor is confidential. That is, counselors will not discuss information gained in a confidential setting with family members, friends, doctors, or Roosevelt

personnel unless written permission is given beforehand. However, the following are a few situations in which a counselor may disclose information to necessary agencies to ensure safety and/or as mandated by law:

- If the counselor believes that the person may seriously injure self or another person,
- If the counselor is court-ordered to provide information about person's disclosure, assessment, or evaluation,
- In the event a person indicates abuse, neglect, or exploitation of a child under 18 years of age or an individual age 60 or older who is unable to adequately care for him/herself.

Procedures the University Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported

The University has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation and working accommodations, if reasonably available.

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Roosevelt University will provide written notification to students and employees about accommodations available to them, including academic, living, transportation, protective orders and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodation)

At the victim's request, and to the extent of the victim's cooperation and consent, University offices will work cooperatively to assist the victim in obtaining accommodations. If reasonably available, a victim may be offered changes to academic, living, working, protective measures, or transportation situations regardless of whether the victim chooses to report the crime to Campus Safety or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different floor or residence facility. Possible changes to work situations may include changing work hours or locations. To request available accommodations, students and employees should contact Roosevelt's Title IX Coordinator, Natasha L. Robinson, 430 S. Michigan Ave., Chicago, IL, 60605, 312-341-3761 . Titleix@roosevelt.edu.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the University, the below are the procedures that the University will follow as well as a statement of the standard of evidence that will be used during any judicial hearing on campus arising from such a report. The procedures set forth on the next page are intended to afford a prompt response to accusations of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy:

Incident Being Reported	Procedure Roosevelt University Will Follow	Evidentiary Standard

Sexual Assault, Domestic Violence, Dating Violence or Stalking	1. Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care	Preponderance of the Evidence
	2. Institution will assess immediate safety needs of complainant	
	3. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department	
	4. Institution will provide a copy of the Sexual Misconduct Policy to complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution	
	5. Institution will provide complainant with referrals to on and off campus counseling/mental health providers	
	6. Institution will assess need to implement interim or long-term protective measures, such as housing changes, change in class schedule, "No Contact" directive between both parties	
	7. Institution will provide a "No trespass" directive to accused party if deemed appropriate	
	8. Institution will provide written instructions on how to apply for Protective Order	
	9. Institution will inform the complainant of the outcome of the investigation and any sanctions issued	
	10. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation	

Assistance for Victims: Rights & Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the University will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options – Notice of Complainants Rights. Such written information includes:

- The procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred;
- Information about how the institution will protect the confidentiality of victims and other necessary parties
- A statement that the institution will provide written notification to students and employees about victims services within the institution and in the community
- A statement regarding the institutions provisions and options for available assistance in, and how to request accommodations and protective measures; and
- An explanation of the procedures for institutional disciplinary action

Rights of Victims and the Institution's Responsibilities for Orders of Protection, "No Contact" Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the Institution

The University complies with Illinois State law in recognizing orders of protection and advises any person who obtains an order of protection from Illinois or any other U.S. State to provide a copy to Campus Safety and the Office of the Title IX Coordinator. A complainant may then meet with the Title IX Coordinator and Campus Safety to develop a Safety Action Plan, which is a plan for the campus and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but in not limited to: changing student residence location, changing classroom location or allowing a student to complete assignments from home, or an employee to temporarily change work locations or supervisors, if possible. The University reserves the right to assess each case individually to determine what measures would be most appropriate to protect the safety of the complainant and the broader campus community. The University cannot file a police report or apply for a legal order of protection for a victim from the applicable jurisdiction(s). The victim is required to apply directly for these services. An order of protection for domestic violence is a court order which restricts an abuser and only is available to family or household members.

An order of protection may:

- prohibit abuser from continuing threats and abuse (abuse includes physical abuse, harassment, intimidation, interference with personal liberty, or willful deprivation)
- bar abuser from shared residence or bar abuser while using drugs or alcohol;
- order abuser to stay away from you and other persons protected by the order and/or bar abuser from your work, school, or other specific locations;
- require abuser to attend counseling;
- prohibit abuser from hiding a child from you or taking a child out of state;
- require abuser to appear in court or bring a child to court;
- give you temporary physical possession of children or give you temporary legal custody;
- specify visitation rights (if and when visitation is awarded);
- bar abuser from accessing child's records;
- give you certain personal property and require abuser to turn it over, or bar abuser from damaging, destroying or selling certain personal property;

- require abuser to pay you support for minor children living with you, require abuser to pay you for losses suffered from the abuse, require abuser to pay for your or your children's shelter or counseling services;
- require abuser to turn weapons over to local law enforcement, if there is danger of illegal use against you;
- prohibit abuser from other actions; or
- to protect you, require abuser to take other actions.

Criminal Prosecutions

If an arrest wasn't made and you wish to seek criminal charges against your abuser, bring all relevant information, including the police report number, to your local state's attorney. It may be helpful to contact a local domestic violence program so they can help you through the system.

To obtain an Order of Protection, you can:

- Ask your attorney to file in civil court.
- Request an order with your divorce.
- Request an order during a criminal trial for abuse.
- Go to your local circuit court clerk's office and get papers to seek an order of protection for yourself.
- Contact a local domestic violence program to ask for assistance in completing the forms.

Law Enforcement Response

Law enforcement officers should try to prevent further abuse by:

- arresting the abuser when appropriate and completing a police report;
- driving you to a medical facility, shelter or safe place or arranging for transportation to a safe place;
- taking you back home to get belongings;
- if there is probable cause to believe that weapons were used, taking those weapons;
- telling you about your right to an order of protection; and
- telling you about the importance of saving evidence, such as damaged clothing or property and taking photographs of injuries or damage.

Also, law enforcement should know that the Illinois Domestic Violence Act assumes it is in the best interest of the child to remain with you or someone you choose.

If Abuser Contacts You After an Arrest

When anyone is charged with a crime and the victim is a family or household member, that abuser is most likely prohibited from contacting the victim and from entering or remaining at the victim's residence for a minimum of 72 hours. So, if the abuser does contact you soon after an arrest, you should call the police because the abuser can be charged with an additional offense, violation of bail bond, which is a Class A misdemeanor.

Violation of an Order of Protection

Violating an order of protection is a Class A misdemeanor and the offender could face up to 364 days and pay fine. A second violation of an order of protection (or a violation after conviction of a serious crime against a family or household member) can be a felony. If an offender commits a second violation of order of protection, courts may sentence the offender and be ordered to pay a domestic violence fine, unless the increased fine will impose an undue harm on ***you***, the victim of the domestic violence.

Where you can get help and advice:

National Domestic Violence Hotline 1-800-799-SAFE

Here is a helpful video that explains how to get an order of protection if you are the victim of domestic violence in Illinois: https://illinoisattorneygeneral.gov/Safer-Communities/Violence-Prevention-and-Community-Safety/Orders-of-Protection/
(from Illinois Legal Aid.)
Orders of protection are also available for victims of stalking. Civil "No Contact" orders are available for victims of sexual violence and are obtained during criminal prosecution. Go to your local circuit court clerk's office and request the necessary paperwork to seek an order of protection (and see other resources in "Off Campus Resources" section of this document.) The Illinois Office of the Attorney General has helpful information on their website to help explain crime victims' rights in the State of Illinois and information on how to apply for crime victim's compensation to help with medical costs associated with crimes of violence. Access the website here: https://www.illinoisattorneygeneral.gov/

The University may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. Additionally, personal identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant, including accommodations and protective measures.

The University does not publish the name of crime victims nor house identifiable information regarding complainants in the Campus Safety department's Daily Crime Log, in Timely Warning Notices (Community Alerts) or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

How to be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are "individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it."[2] We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list[3] of some ways to be an active bystander. Further information regarding bystander intervention may be found. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Confront people who seclude, hit on, and try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.

[2] Burn, S.M. (2009). A situational model of sexual assault prevention through bystander intervention. *Sex Roles, 60*, 779-792.
[3] Bystander intervention strategies adapted from Stanford University's Office of Sexual Assault & Relationship Abuse

4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

Risk Reduction

With no intent to victim blame and with full acknowledgement that the only person responsible for rape is the rapist, the following are nonetheless some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org)

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to **avoid isolated areas.** It is more difficult to get help if no one is around.
3. **Walk with purpose.** Even if you don't know where you are going, act like you do.
4. **Trust your instincts.** If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
5. **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
6. **Make sure your cell phone is with you** and charged and that you have cab money.
7. **Don't allow yourself to be isolated** with someone you don't trust or someone you don't know.
8. **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
9. **When you go to a social gathering, go with a group of friends.** Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. **Trust your instincts.** If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. **Don't leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. **Don't accept drinks from people you don't know or trust.** If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
13. **Watch out for your friends, and vice versa.** If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
14. **If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).** Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
    a. **Remember that being in this situation is not your fault.** You did not do anything wrong it is the person who is making you uncomfortable that is to blame.
    b. **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
    c. **Have a code word with your friends or family** so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
    d. **Lie.** If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave

than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
17. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later

Burn, S.M. (2009). A situational model of sexual assault prevention through bystander intervention. *Sex Roles, 60*, 779-792.

Bystander intervention strategies adapted from Stanford University's Office of Sexual Assault & Relationship Abuse

B. Adjudication of Violations

Whether or not criminal charges are filed, the university or a person may file a complaint with the Title IX Coordinator alleging that a student or employee violated the University's policy on sexual misconduct; to include sexual assault, dating violence, domestic violence and stalking. This may be done through an online form available at: https://cm.maxient.com/reportingform.php?RooseveltUniv&layout_id=9

Once the University receives notice, it will investigate or otherwise determine what occurred. The following are the major timeframes, who and how an investigation will commence, a description of the resolution process, and the discipline that could attach upon a finding of responsibility.

Investigation

The Title IX Coordinator shall appoint a trained investigator or other qualified person to conduct the investigation. The Title IX Coordinator/Deputy Coordinators/Investigators may refer to other administrator or may also involve the assistance of the University's attorneys in the investigation.

Decision-Making Process

Title IX Coordinator will consider a range of factors, including the increased risk that the alleged perpetrator(s) will commit additional acts of sexual misconduct, such as:

- Whether there have been other sexual misconduct complaints about the same alleged perpetrator;
- Whether the alleged perpetrator has a history of arrests or records from a prior school indicating a history of violence;
- Whether the alleged perpetrator threatened further sexual misconduct or other violence against the victim or others;
- Whether the sexual misconduct was committed by multiple perpetrators;

Whether the sexual misconduct was perpetrated with a weapon;

- Whether the individual who experienced sexual misconduct is a minor;
- Whether the University possesses other means to obtain relevant evidence of the sexual misconduct (e.g., security cameras or personnel, physical evidence); and
- Whether the reporting party's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

The presence of one or more of these factors could lead the University to investigate and, if appropriate, pursue disciplinary action. If the University determines that it cannot maintain a reporting party's confidentiality, the University will inform the reporting party prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the University's response.

Steps in the Disciplinary Process

An Employee who violates this Policy will be subject to disciplinary action, up to and including termination. A Student who violates this Policy will be deemed to have violated the Student Code of Conduct and will be subject to disciplinary action, up to and including expulsion.

The University's disciplinary process includes a prompt, fair, and impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution's policy and that is transparent to the complainant and the respondent. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the complaint and the respondent of the delay and the reason for the delay.

Range of Protective Measures Available to a Victim Alleging Misconduct

Roosevelt University provides a range of supportive measures to victims of alleged misconduct, including no-contact orders and adjustments to academic, housing, and work situations. These are offered through the Title IX office to ensure the safety and well-being of the victim and to prevent further misconduct or retaliation.

Supportive measures

Upon receiving a report of sexual misconduct, Roosevelt University's Title IX office will promptly offer supportive measures. These are non-disciplinary, individualized services designed to restore a victim's access to the university's educational programs and activities without placing an undue burden on either party. These measures may include:

- **No-contact orders:** The Title IX Coordinator can issue "no contact orders," which prohibit all communication and third-party contact between the parties involved.
- **Academic and scheduling adjustments:** The university can arrange changes to a victim's academic schedule, course deadlines, and work assignments. This may include allowing a student to complete assignments from home.
- **Housing and transportation modifications:** Changes to a victim's living or working situations may be provided to ensure their safety and comfort. Special parking arrangements and campus safety escorts are also available.
- **Safety planning:** A victim can meet with Campus Safety to develop a "Safety Action Plan" to reduce the risk of harm while on campus or commuting.
- **Access to counseling and health services:** Victims can receive free counseling and health services.

- Assistance with law enforcement: The Title IX office can provide assistance in notifying local law enforcement if the victim chooses to file a police report.

- Disciplinary action for non-compliance

- Prohibition against retaliation

Roosevelt University's policies strictly prohibit and will not tolerate retaliation against any individual who, in good faith, reports or participates in an investigation of sexual misconduct. This protection extends to:

- Reporting or disclosing a violation of the policy.

- Filing a complaint.

- Seeking advice concerning sexual misconduct.

- Participating as a witness or in an investigation.

Retaliation includes threats, intimidation, and reprisals.

Hearing accommodations

While Roosevelt's policies do not explicitly detail hearing accommodations like privacy screens or remote participation, the university's commitment to providing supportive measures and ensuring equitable access suggests such accommodations would be considered upon request. Given that Title IX coordinators can offer a range of modifications to an individual's academic and living arrangements, specific hearing accommodations would be assessed and provided based on the victim's needs.

Coordination among university offices

The Office of Title IX Compliance, the Dean of Students Office, the Office of Residence Life, and Campus Safety all cooperate to protect the victim's health, safety, and academic status throughout an investigation.

The University’s disciplinary process includes a prompt, fair, and impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution’s policy and that is transparent to the complainant and respondent . Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the complainant and the respondent of the delay and the reason for the delay.

The Sexual Misconduct Policy provides that:
1. The complainant and the respondent each have the opportunity to attend an administrative hearing before a trained investigator who receives annual training. Roosevelt University provides annual (and sometimes bi-annual) training to all of the Title IX personnel, including investigators, adjudicators, coordinators, and appeals

officers. This training is given by the State University of New York (SUNY) and upon completion, participants receive certification that they can submit to the Office of Title IX Compliance and keep for themselves to demonstrate commitment to a harassment- and discrimination- free learning and working environment. Additionally, there is a yearly training offered to all employees by our Human Resources department that centralizes awareness and prevention of sexual misconduct.
on issues related to dating violence, domestic violence, sexual assault and stalking) that protects the safety of victims and promotes accountability;

2. The complainant and the respondent will have timely notice for meetings at which the complainant or , respondent and the respondent or both, may be present;

3. The institution will allow for timely and equal access to the complainant, the respondent and appropriate officials to any information that will be used during the formal and informal disciplinary meeting and hearings;

4. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the complainant or the respondent;

The institution provides the complainant and respondent the same opportunities to have others present during an institutional disciplinary proceeding. The complainant and the respondent each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or proceeding. The University will not limit the choice of advisor or presence for either the complainant and the respondent in any meeting or institutional disciplinary proceeding. However, the role of the advisor is limited. An advisor may only consult and advise his or her advisee, but not speak for the advisee at any meeting or hearing.

6. A decision is based on the preponderance of evidence standard, i.e., “more likely than not to have occurred” standard. In other words, the conduct process asks: “Is it more likely than not that the accused violated the sexual misconduct policy?”

The complainant and the respondent will be notified simultaneously in writing of the result of any disciplinary proceeding, as well as any changes to those result or disciplinary actions prior to the time that such results become final; and

8. The complainant and respondent each have the right to appeal the outcome of the hearing by following the procedures previously defined and will be notified simultaneously in writing, of the institution’s procedures for the accused and the victim to appeal the result, of any change to the result prior to the time that it becomes final and of the final result after the appeal is resolved.

9. Retaliation is strictly prohibited.

When a complainant does not consent to the disclosure of his or her name or other identifiable information to the alleged perpetrator, the university’s ability to respond to the complaint may be limited.

Confidentiality

The university will protect the identity of persons who report having been victims of sexual assault, domestic violence, dating violence, or stalking to the fullest extent of the law and as previously mentioned in this document.

Sanctions and Protective Measures

In all cases, investigations that result in a finding of more likely than not that a violation of the Sexual Misconduct Policy occurred will lead to the initiation of disciplinary procedures against the accused individual. University sanctions could include: written warning; disciplinary probation; suspension from the University; expulsion from the University, a program or activity on a permanent basis; denial of readmission to the University or to a University program or activity; removal from a residence facility or cancellation of residence contract; ban from entering University property; suspension or termination from one's job; educational sanctioning; restitution; completion of community service. For students, sexual assault, domestic violence, dating violence, and stalking are violations of the Student Conduct Code.

Range of Protective Measures Available to a Victim Alleging Misconduct

Confidential Advisors can assist victims by providing reporting options and possible outcomes, sharing resources and services, informing survivors of their rights as well as the University's responsibilities regarding orders of protection and no contact orders, and helping the survivor understand the sexual misconduct investigatory process. Campus Safety is readily available to provide victims with escorts at any given time.

Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

The Title IX Coordinator or their designee will determine whether interim interventions and protective measures should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to: a University order of no contact, residence relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator or their designee's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Roosevelt University.

HEOA Victim Notification

In accordance with law, the University will, upon written request, disclose the results of any disciplinary proceeding to the alleged victim of any crime of violence (as that term is defined in Section 16 of Title 18, United States Code), or non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is *deceased* as a result of the crime or offense, the information shall be provided, upon request, to the next of kin of the alleged victim. Written requests shall be submitted to the Title IX Coordinator.

Sex Offender Registration

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteers services or is a student. In Illinois, information on registered sex offenders may be accessed here: https://isp.illinois.gov/Sor

Sex Offender Information/Registration

The Victims of Trafficking and Violence Prevention Act of 2000 require colleges and universities to inform students and employees how to learn the identity of registered sex offenders living on or near campus. This is updated to comply with the Campus Sex Crimes Prevention Act, which took effect October 23, 2002.

The Illinois State police compile sex offender information. The Illinois State Police maintains a website that allows you to search their sex offender database online at https://isp.illinois.gov/Sor. To learn the identity of registered sex offenders on or near campus, or anywhere in Illinois, visit the Sex Offender Database. Once there, you can search by city, county, or zip code.
The University (both Chicago and Schaumburg Campuses) is in Cook County.

The University is in zip codes: 60605 (Chicago – Auditorium, Wabash Bldgs., and Goodman Center); 60604 (Chicago – 218 S. Wabash); and 60173 (Schaumburg Campus).
You can also check the Chicago Police Department's Registered Sex Offender database at:
https://home.chicagopolice.org/services/sex-offender-database-search/

The Chicago Campus (the Auditorium, Wabash Bldgs., Goodman Center, and 218 S. Wabash Bldg.) are in the Chicago Police Department's 1st District.

Sex Offender Registration

The **Illinois Sex Offender Registration Act** (730 ILCS 150/) requires sex offenders to:

If you are a student: You must, within three (3) days of enrolling at an Institution of Higher Education, notify in person the law enforcement agency of jurisdiction in which you reside, the law enforcement agency of jurisdiction in which you are attending an Institution of Higher Education and the public safety or security director of the Institution of Higher Education.

If you are an employee: You must, within three (3) days of beginning employment at an Institution of Higher Education, notify in person the law enforcement agency of jurisdiction in which you reside, the law enforcement agency of jurisdiction in which you are employed by an Institution of Higher Education and the public safety or security director of the Institution of Higher Education.

You must, within three (3) days of changing your employment and/or changing your status in enrollment at an Institution of Higher Education (commencement, termination, and any and all changes), notify in person the law enforcement agency of jurisdiction in which you reside, the law enforcement agency of jurisdiction in which you are working at or attending an Institution of Higher Education and the public safety or security director of the Institution of Higher Education.

You must renew your employment or student enrollment registration, in person, with the law enforcement agency having jurisdiction of your residence, the law enforcement agency having jurisdiction over the Institution of Higher Education, and the public safety or security director of the Institution of Higher Education within one year from the date of your most recent registration until you complete your registration requirement. **At Roosevelt University** you must report in person to the **Director of Campus Safety** at: **Auditorium Building, Room M-111,** 430 S. Michigan Ave Chicago, IL 60605 **Phone: (312) 341-4167.**

Missing Student Notification

In accordance with the Higher Education Opportunity Act, Roosevelt University must develop and implement certain procedures to be followed when residential students are determined to be missing for 24 hours Suspected missing students should be reported immediately to the Roosevelt Campus Safety. If a member of the Roosevelt University community at large has reason to believe that a student who attends Roosevelt University has been missing for 24 hours, he or she should immediately notify the Roosevelt University Campus Safety Department at (312) 341-2020. Roosevelt Campus Safety will immediately notify the Director of Campus Safety and the Dean of Students or their designee. A student is determined to be missing when the Roosevelt Campus Safety have verified that reported information is credible and circumstances warrant declaring the person missing. Should the Roosevelt Campus Safety investigate and determine that a residential student is missing, contact will then be made to the missing person contact, if contact information has been provided, within twenty-four (24) hours of the determination that the student is missing for 24 hours by the Roosevelt Campus Safety. If the student is under the age of 18 and is not an emancipated individual, Roosevelt Campus Safety will notify the student' parent of guardian and any other designated contact person within 24 hours. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, Roosevelt University will inform the Local Police Department (or the local law enforcement with jurisdiction) that the student is missing within 24 hours. Roosevelt Campus Safety will generate a missing person report and initiate an investigation.

In addition to registering a general emergency contact, students have the option to identify an individual to be contacted by Roosevelt University, in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, Roosevelt University will notify that individual no later than 24 hours after the student is determined to be missing. Roosevelt will notify any missing student's contact(s), if provided, within 24 hours of the determination that the student is missing, students are also advised that, in addition to notifying any additional contact person designated by the student. Students are advised that, For all missing students, Roosevelt will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

Students are advised that, in the event a student is under 18 years of age and not emancipated, students are also advised that, Roosevelt must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student. Students are advised that, For all missing students, Roosevelt will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

Students who reside on campus will be informed annually that each student has the option to identify a person designated as a confidential missing person contact, each year through the StarRez housing portal online Missing Person – Emergency Contact form which must be completed each year before housing check in, to be notified by Roosevelt University no later than 24 hours after the time the student is determined to be missing by the designated University officials authorized to make that determination (specifically, the Roosevelt Campus Safety or the local law enforcement agency in which the student went missing If a student resident wishes to change their missing person emergency contact during the year, he/she/they may do so in person at the

Residence Life Office, Wabash Building, Room 1413. When students are informed of their option to provide a confidential contact, they are advised that their missing person contact information will be registered confidentially, and that this information will be accessible only by authorized campus officials and law enforcement in the course of the investigation and it will not be disclosed outside of a missing person investigation or other emergent situation.

Note for students under age of 21: Suzanne's Law requires law enforcement to notify the National Crime Information Center (NCIC) when someone between the age of 18 and 21 is reported missing, as part of the national "Amber Alert" bill.

Security of & Access to Campus Facilities

University facilities are accessible during normal hours of operation for approved University and educational purposes. Each department establishes its office hours within the building hours. Building hours and office hours are subject to change. Please call the campus location to verify hours of operation.

Although the University endeavors to provide an open academic environment, Campus Safety and University officials are also concerned with providing a safe environment and may request to see your Roosevelt University identification card. Campus Safety and University officials will require uncooperative persons, loiterers and/or unauthorized persons to leave. Roosevelt University Campus Safety officers patrol the campus buildings on a regular basis to monitor security needs and report any potential safety concerns.

Chicago Campus

Access to the Auditorium and Wabash Buildings is electronic card access via security turnstiles at the main lobbies for Roosevelt University students, staff and faculty. Visitors and guests register with Campus Safety and receive a guest pass. Wabash Building floor 15 and floors 20 through 31 are student residence floors. Access above the 14th floor (which begins the residential portion of the building) is electronic card access controlled 24/7. Guests of residents must be signed in by the resident and receive a guest pass. Faculty and staff may access the Auditorium and Wabash Buildings after normal building hours with their electronic access photo ID card. Housing staff and RU CSD officers monitor security in the residential facilities and encourage building residents to report suspicious or unusual activity.

When the Auditorium Building is closed, student access is only allowed with prior written authorization.

The Goodman Center Fieldhouse is normally electronic card access controlled for student athletes and athletic staff.

The 218 S. Wabash 3rd floor Chicago College of Performing Arts (CCPA) studios is electronic card access controlled for designated CCPA students, staff and faculty.

Schaumburg Campus

The Schaumburg Campus has open access via the main entrance only during normal operating hours. Electronic card access at specified doors is available to Schaumburg students and staff during normal operating hours. Outside of normal open building hours, faculty may access the Schaumburg Campus as early as 6:00 am when the Campus Safety officer is present in the building. Early access is granted by coming to the main entrance, contacting the Campus Safety officer, showing your Roosevelt University photo identification card and signing in with the officer. Roosevelt University Campus Safety officers patrol the campus on a regular basis to monitor security needs and report any potential safety concerns.

Maintenance of Campus Facilities

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Roosevelt University Campus Safety regularly patrol both campuses and report malfunctioning lights and other unsafe physical conditions to Physical Resources for correction. Other members of the University community are helpful when they report equipment problems to Roosevelt Physical Resources or to Campus Safety.

Annual Fire Safety Report

The Fire Safety Report provides information regarding fire safety in on campus student residential facilities at the Chicago Campus (there are no on-campus residential facilities in the Schaumburg campus). The Fire Log provides information on fires that occurred in these facilities to include: the number of fires and the cause of each fire, number of injuries related to a fire that result in treatment at a medical facility, number of deaths related to a fire and value of property damage caused by a fire.

Procedures in Case of a Fire:

- If you discover or suspect a fire immediately evacuate the building using the nearest available exit. Do not attempt to fight a fire unless you have been trained to do so. Sound the building fire alarm by activating the nearest pull station and or verbally sounding the alarm and knocking on doors as you evacuate the building by the nearest exit.
- DO NOT USE ELEVATORS. Elevator shafts may fill with smoke or the power may fail, leaving you trapped. Elevators have features that recall and deactivate the elevator during an alarm. Standing and waiting for an elevator wastes valuable time.
- When exiting in smoky conditions keep your hand on the wall and crawl to the nearest exit. Always know more than one path out of your location and the number of doors between your room and the exit.
- Awaken any sleeping roommate or suitemates. Prepare to evacuate by putting on shoes and coat if necessary. Feel the doorknob and the door. If they are hot, do not open the door. If they are cool, open slowly, if heat or heavy smoke rushes in, close the door immediately and remain inside.
- When leaving your room, be sure to take your key in case it is necessary to return to the room should conditions in the corridor deteriorate. Make sure to close the door tightly when evacuating.
- Resident life staff members who are present on their floors should facilitate the evacuation of their floor/section if possible. When the alarm sounds shout (Example: there is an emergency in the building leave by the nearest exit) and knock-on doors as they make their way to the nearest exit and out the building.
- Each resident should report to their assigned assembly area. Resident life staff should report to their assigned assembly area and make sure that students have cleared the building. Conduct a head count and do not allow re-entry into the building until directed to do so by emergency personnel.
- Notify emergency first responders by dialing 911 from any campus emergency phone or your cell phone. If possible, also contact Campus Safety at (312) 341-2020 (for University Center, Security at 312-924-8911) and inform authorities of your situation and exact location.

- DO NOT re-enter the building for any reason until given clearance by Campus Safety or other emergency responders on the scene.

Reporting a Fire for Inclusion in the Fire Statistics

Reporting Fires

Per federal law, Roosevelt University is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. Therefore, if you encounter a live fire in one of these facilities, you should immediately get to a safe place, then dial 911. Once the emergency has passed, you should notify Roosevelt Campus Safety at (312)-341-2020 to investigate and document the incident for disclosure in the University's annual fire statistics.

Finding Evidence of a Fire

- If a member of the Roosevelt University community finds evidence of a fire that has been extinguished, and the person is not sure whether Roosevelt University Campus Safety Department has already responded, the community member should immediately notify Roosevelt Campus Safety Department at (312) 341-2020 to investigate and document the incident.

Fire Safety Education and Training Programs

Resident Assistants review fire safety and evacuation procedures within the first two weeks where the protocol for fire evacuation is covered. All Residence Life Staff members receive fire safety training during fall staff training. Fire safety education programs for all students living in on-campus student housing and all employees that have any association with on-campus student housing are held at the beginning of each semester. These programs are designed to: familiarize everyone with the fire safety system in each housing facility, train everyone on the procedures to be followed in case there is a fire and distribute information on the University's fire safety policies. Everyone is also provided with maps of each on-campus student housing facility that illustrate evacuation routes and fire alarm equipment locations. During these programs, trainers emphasize that participating in fire drills is mandatory. Students with disabilities are given the option to have a "buddy" assigned to them. Fire safety education and training programs are taught by local fire authorities

Portable Electronic Devices Policy

Roosevelt University values the safety and well-being of all students, faculty, staff, and visitors. The following guidelines outline permitted use, prohibited devices, and safety requirements.

Definitions

"**Portable Electronic Devices"** means any small, movable, electrically powered appliance or tool, including but not limited to laptops, tablets, cell phones, chargers, personal grooming devices, and kitchen appliances.
"**Personal Mobility Devices**" means electrically powered transportation devices, including e-bikes, electronic scooters, and hoverboards.
"Prohibited Devices" means any device deemed unsafe or non-compliant with University safety standards, as determined by the Office of Student Affairs and Campus Safety.

This Policy governs the use of portable electronic devices in University residence halls. The purpose of this Policy is to minimize fire hazards, electrical risks, and disruptions while ensuring the safe and responsible use of portable electronic devices.

General Guidelines and Requirements

1. Certified Devices

All devices must be certified by a nationally recognized testing laboratory (e.g., UL-certified).

2. Condition of Devices

Devices with frayed cords, exposed wiring, loose plugs, or damaged casings are strictly prohibited and must be removed from use immediately.

3. Residence Hall Use

High-heat appliances such as hot plates, toaster ovens, space heaters, and similar devices are prohibited in student housing to prevent fire hazards.

Approved low-heat appliances (e.g., mini-fridges, microwaves under specified wattage) must meet safety standards and be used responsibly.

4. Charging Practices

Devices should not be left charging unattended for extended periods, especially overnight, to reduce the risk of overheating.

E-bikes, electronic scooters, and hoverboards are strictly prohibited from being charged, stored, or operated inside University buildings, including residence halls.

Procedures for Handling Non-Compliant Demonstrations

1. The Dean of Students, in consultation with Campus Safety and Facilities, will assess whether a device violates University policy.
2. If a violation is identified, the student or employee will be informed and required to remove the device.
3. Continued non-compliance may result in disciplinary measures, including confiscation of the device or further action under University conduct codes.

Student Housing Evacuation Procedures

When a fire occurs, activate the fire alarm immediately. Any delay in sounding the fire alarm will delay getting help and could have serious consequences. The building fire alarms are transmitted directly to the Chicago Fire Department through the Chicago Office of Emergency Management and Communications 911 Center.

Call 911 immediately to notify the fire department. If possible, call:

- Wabash Building: Campus Safety at 312-341-2020 or ext. 2020 from an internal telephone.
- University Center: Security at 312-924-8911

The first priority is following your building's evacuation procedures and, if possible, assisting students or other persons in immediate danger.

- Wabash Bldg. – complete building evacuation to outside
- University Center – follow specific facility's evacuation procedures.

Plans for Future Improvements in Fire Safety

Roosevelt University **does not** have any plans for future improvements to fire safety equipment.

Daily Fire Log Availability

The daily fire log is available for review 24 hours a day at the Auditorium Bldg. Room M111 Campus Safety desk. The daily fire log is available for review Monday through Friday, holidays excluded, 9 am to 5 pm, the Schaumburg Campus Safety Office (Room 102).

Description of Fire Safety Systems

FIRE SAFETY SYSTEMS IN RESIDENTIAL FACILITIES

The following table outlines the life safety and emergency systems in place at Roosevelt University and leased student housing properties at the University Center and the number of monitored evacuation drills conducted during the 2003,2024 and 2025 calendar years.

On-Campus Chicago Student Residential Facilities

Residential	Sprinkler Systems	Smoke/Heat Detection	Pull Station	Fire Extinguisher Device	Mounted Evacuation Placards	# of Drills 2025	# of Drills 2024	# of Drills 2023
Wabash Building 425 S Wabash Ave Chicago, IL 60605	X	X	X	X	X	2	2	2
University Center 525 S State St Chicago, IL 60605	X	X	X	X	X	2	2	2

Statistics and Related Information Regarding Fires in Residential Facilities 1/2025 to 12/2025

Residential Facility	Total Fires in Each Building	Fire Number	Cause of Each Fire Intentional, Unintentional or Undetermined	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Wabash Building 425 S Wabash Ave Chicago, IL 60605	0	0	X	X	X	$0
University Center 525 S State St Chicago, IL 60605	2	2	**Unintentional** **(2) Microwave**	X	X	unknown

Statistics and Related Information Regarding Fires in Residential Facilities 1/2024 to 12/2024

Residential Facility	Total Fires in Each Building	Fire Number	Cause of Each Fire Intentional, Unintentional or Undetermined	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Wabash Building 425 S Wabash Ave Chicago, IL 60605	0	0	X	X	X	$0
University Center 525 S State St Chicago, IL 60605	1	1	**Unintentional** Dryer caught on fire	X	X	unknown

Statistics and Related Information Regarding Fires in Residential Facilities 1/2023 to 12/2023

Residential Facility	Total Fires in Each Building	Fire Number	Cause of Each Fire Intentional, Unintentional or Undetermined	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Wabash Building 425 S Wabash Ave Chicago, IL 60605	0	0	X	X	X	$0
University Center 525 S State St Chicago, IL 60605	2	2	**Unintentional** Unattended burning candle **Unintentional** Unknown trashcan fire	X	X	$0-99

Statistics and Related Information Regarding Fires in Residential Facilities 1/2022 to 12/2022

Residential Facility	Total Fires in Each Building	Fire Number	Cause of Fire Intentional, Unintentional or Undetermined	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Wabash Building 425 S Wabash Ave Chicago, IL 60605	0	0	X	X	X	$0
University Center 525 S State St Chicago, IL 60605	1	1	**Unintentional** Grease fire in kitchen	X	X	$0-99

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