

# Independence Community College 2018 ANNUAL CRIME REPORT



**Notice of Revision: This document has been revised from its original distribution to better align the document with federal regulations and to provide a more comprehensive account of the crime statistics, campus policy and campus safety efforts to the students, faculty and staff of Independence Community College.**

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# General Information

*Under the authority of the President of Independence Community College, the Executive Vice President will coordinate each year the campus initiative to compile data, review policies and prepare the Annual Security Report (ASR) pursuant to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics.*

## Introduction

The Campus Security Act (Jeanne Clery Act) of 1990 and the Crime Awareness and Campus Security Act of 1990 (Title II of PL 101-542) were signed into law by President Bush on November 8, 1990. This federal legislation requires colleges and universities to collect campus crime statistics on specific crimes occurring on college and university campuses; report steps taken to establish a reliable system to warn students of immediate and/or continuing threats to their safety; state how to report criminal acts; disclose the authority of campus security or police department, drug and alcohol policies, sex offense and offender policies, and if applicable an annual fire safety report. On March 7, 2013, the Campus Sexual Violence Elimination Act was passed as part of the Violence Against Women Reauthorization Act (VAWA) amending the Jeanne Clery Act reporting responsibilities.

The due date of the Annual Security Report is October 1 of each year. The report contains information on crimes and incidents occurring during the previous calendar year.

This information is published, and notifications are sent via email, prior to October 1 each year. The Annual Security Report notification email both includes an electronic version of the document as well as a web link: <https://www.indycc.edu/student-right-to-know> for all current students and staff at ICC to review the Annual Security Report in compliance with the 1990 Campus Security Act and the Crime Awareness and Campus Security Act of 1990 (Title II of PL 101-542). Hard copies of the 2018 ICC Annual Security Report are also available in the Executive Vice President's Office in the Administration Building RM 102.

## Notice of Availability of the Annual Security Report

The Federal Student Right-to-Know, Crime Awareness and Campus Security Act, now cited as the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" and herein identified as the "Clery Act," require institutions of higher education to annually prepare and publish a report concerning campus crime statistics and security policies. This report is distributed through appropriate publications, mailings, or computer networks to all current students and employees, as well as to all prospective students and employees upon request. This report contains annual specific campus crime and arrest statistics and campus policies and practices intended to promote crime awareness, campus safety, and security. This report is prepared by the Vice President for Student Affairs (VPSA). Copies of this report may be obtained by visiting the VPSA Office or by visiting:

<https://www.indycc.edu/student-right-to-know>



## Campus Security Authorities

The U.S. Department of Education defines campus security authorities as:

A campus police department or a campus security department of an institution.

Any individual or individuals who have responsibility for campus security, but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).

Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.

An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings.

## Designated Campus Security Authorities

The ICC interpretation of the Clery Act definition of a Campus Security Authority (CSA) extends reporting responsibilities to include all ICC personnel.

The campus interpretation recognizes that each member of the campus community must be part of efforts to maintain safety on the campus.

CSA's have an obligation to assist victims by reporting allegations of Clery Act-defined crimes that they conclude are made in good faith.

These crime allegations should be reported as soon as practicable to ICC through Maxient system, the Vice President for Student Affairs, Director of Student Life or to the local police. The intent of including non-law enforcement personnel as CSAs is to acknowledge that many individuals and students in particular are hesitant about reporting crimes to the police but may be more inclined to report incidents to other campus-affiliated individuals.





# Campus Security

*Our mission is to use proactive and professional law enforcement techniques to protect life and property, to enforce the law, and to prevent crime by making maximum use of available resources in partnership with the college community.*

## Access to Campus Facilities

The ICC campus is open to the public but maintains various operational hours dependent on the semester.

ICC Main Building entrances are controlled by lock and key. Most building entrance/exit doors have a “crash” bar system. Internal doors have more traditional door locking mechanisms that include bolt or push button hardware.

During non-operational hours, all buildings are secured by Campus Facilities. Access during non-operational hours is by key. Some employees have authorization to utilize an issued key. These employees must advise Facilities of their presence in the building during non-operational hours.

ICC Security Officials maintain a twenty-four (24) hour presence at the main campus and routine patrols at ICC West.

During patrols, security officers regularly check the interior and exterior of all buildings.

ICC campus buildings have small scale independent CCTV systems in each building. The primary focus of most building camera systems is the common areas.



## Campus Police / Security

Campus security utilizes a variety of services including a partnership with the Montgomery County Sheriff's Department, the Independence Police Department and utilization of Facilities staffing.

MCSO and IPD have full law enforcement privileges and work with campus officials to ensure campus safety and in planning for future safety efforts.

ICC Security are responsible for crime prevention, facility monitoring, parking control, emergency response, security of special events, and various other community services on campus. ICC Security provides a full range of campus services 24 hours a day, 365 days a year. Some of these services include investigating reports of crimes, conducting follow-ups as necessary, or referring the matter (as appropriate) to another department.

Where appropriate, ICC Security may also refer the individual to the Office of Student Affairs.

All ICC Security officers meet training requirements. Major offenses such as rape, murder, aggravated assault, robbery, and auto theft are reported to the local police. When appropriate, ICC security will provide support to law enforcement agencies such as state and local law enforcement offices that are deployed to investigate these serious felony crimes. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted in the appropriate local, state, or federal court. Local law enforcements have full jurisdictional access throughout all ICC properties.

When an ICC student is involved in an off-campus offense, ICC security officials may assist with the investigation in cooperation with local, state, or federal law enforcement. ICC Security and Montgomery County Sheriff's Department maintain a close working relationship and Department officers routinely work and communicate with ICC security officers on any serious incidents occurring on-campus or in the immediate neighborhood and business areas surrounding campus. ICC security requests specified crime statistics reported to local police agencies that occurred on or near campus and on ICC controlled or affiliated property be reported for inclusion in the College's Annual Crime Report.

## Daily Crime Log

The Office of Student Affairs maintains a daily crime log. The daily crime log discloses all alleged criminal incidents, including non-Clery Act crimes, reported to ICC security regardless of how much time has passed since the alleged incident occurred.

The Clery Act requires that the daily crime log include specific categories of information including: 1) the nature of the crime; 2) the date and time the crime occurred; 3) the general location of the crime; and, 4) the disposition of the complaint, if known.

The Office of Student Affairs may temporarily withhold information from the daily crime log in cases where there is clear and convincing evidence that the release of information would: 1) jeopardize an ongoing investigation; 2) jeopardize the safety of an individual; 3) cause a suspect to flee or evade detection; or, 4) result in the destruction of evidence.

The daily crime log is open to public inspection.

## Lost and Found

The Tutoring Center serves as the central location for the campus Lost and Found. The Center is located in the Academic Building Room 130. After a certain period of time, all buildings and offices are encouraged to forward any found items to the ICC Registrar's Office to maintain a central location for persons seeking lost property.

After six (6) months, all unclaimed items are donated to an appropriate charity (shelter, food pantry, etc.) or destroyed without value, as determined by the Registrar.

Inquiries about lost and found property can be made by calling (620) 332-5404.



## Maintenance of Campus Facilities

The facilities and grounds of ICC College are maintained by the ICC Facilities Department in a manner that minimizes hazardous conditions.

If a maintenance or equipment issue is identified, please immediately notify the ICC Facilities Department at (620) 331-0815. This includes, but is not limited to, issues relating to lighting, temperature/space conditioning, restrooms and custodial. Work order request can be submitted electronically at <http://facilities.indycc.edu/maint/>

Additionally, Facilities inspect and lock all entry/exit building doors.





# Reporting Procedures

## Crimes in Progress

To report a crime in progress, a person, victim or witness can dial Campus Security at (620) 331-8558 or dial 911.

Any reporting method may prompt the response of police, fire, ambulance, or other first responders. In addition, the victim of a serious crime can request support personnel such as ministers and rape crisis or domestic violence counselors, during or after reporting the incident. Additionally, crime victims may be eligible for additional support services administered through local county attorney's office.

Prompt reporting of criminal activity to a member of the ICC Safety Committee enables a quick response, a timely warning, and a safer campus for everyone.

If you are the victim of a crime, or a witness to one, you should do the following:

1. **Call the police immediately:** Dial 911 for emergencies.
2. **Obtain a description:** Attempt to obtain a description of the offender(s) including gender, age, race, hair, clothing and distinguishing features. Also attempt to obtain a description and license number of any vehicle(s) involved. Note the direction of travel of any offender(s) or vehicle(s) and report these to the police.
3. **Preserve the crime scene:** Do not touch any items involved in the incident. Close off the area of the incident, and do not allow anyone in the crime area until police arrive.

## Crime Reporting

Crime victims and witnesses, regardless of the crime, are encouraged to promptly report incidents to the Montgomery County Sheriff's office, Campus Security or other appropriate campus authority.

To report a crime, the victim or witness, if he or she elects to, needs only to call the Police / Security and a representative will meet them to gather information. An official report will be made with copies available to the victim within 24 hours.

To report a crime or issue involving personal safety or security, you should contact Campus Security at (620) 331-8558 or dial 911.

If a victim is unable to report, another member of the campus community is encouraged to report the crime.

Students, employees, and patrons are encouraged to report any;

- Criminal activity
- Strange or suspicious persons, vehicles, or articles
- Persons in need of medical assistance
- Structure or vehicle fires
- Any other emergency



## Confidential Crime Reporting

Anonymous tips can be made through the ICC Campus Website through the complaint system page located at <https://www.indycc.edu/student-life/student-complaints>. While this channel is used for more than crime reporting, each message is routed to the appropriate person for review and action. Students may also make confidential reports through the Vice President for Student Affairs at (620) 332-5496 indicating the intent to remain unidentified, however, there is an exception for any Title IX reportable offense. If a Title IX offense is reported, it will be disclosed to the Title IX Coordinator/Student Life Director.

## Crimes Disclosed to a Pastoral or Mental Health Counselor



A pastoral counselor is a person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling and is functioning within the scope of that recognition as a pastoral counselor. There are no pastoral counselors with any connection to, or under contract with, ICC.

A professional counselor is a person whose official responsibilities include providing mental health counseling.

Note that the professional counselor must report the crime to Campus Security for purposes of including the incident in the annual crime statistics only. Personal information will not be conveyed when making this disclosure unless the victim consents to such disclosure.

## Reporting Medical Emergencies

Steps to take in a medical emergency:

1. Do not move the patient unless his or her life is in danger.
2. Have someone stay with the patient until help arrives.
3. Call Campus Security  
(620) 331-8558 or call 911 Tell them your name, your exact location, and a brief description of the problem. Do not hang up until told to do so.
4. Meet emergency personnel to guide them to the patient.



### ■ Campus Resources:

ICC Security: (620) 331-8558

Incident Report:

<https://www.indycc.edu/student-life/student-complaints>

Public Information Request

[https://indycc.formstack.com/forms/freedom\\_of\\_information](https://indycc.formstack.com/forms/freedom_of_information)

Public Information Officer

Cordell Jordan (620) 332-6774

For additional Reporting Information and information to file a complaint of gender-based discrimination and/or misconduct, including sexual assault or violence, electronically email

### ■ Off-Campus Resources:

Independence Police Department: (620) 332-1700

Montgomery County Sheriff's Office: (620) 330-1000

Montgomery County Attorney's Office: (620) 330-1020

Montgomery County Court Clerk's Office: (620) 330-1070

4 County Health: (620) 331-1748

## Obtaining Reports

To request a copy of a report or ask other related questions, contact the campus Public Information Officer at (620) 332-6774 or via email at: [cjordan@indycc.edu](mailto:cjordan@indycc.edu).

Requests for incident reports or traffic collision reports by persons involved generally will be processed when the investigation is completed. ICC faculty, staff, and students are not charged for obtaining campus report copies when involved in the reported incident.

ICC is committed to complying with its obligations under the Freedom of Information Act (FOIA) without undue delay, but realizes that under certain circumstances the release of records may have an impact on victims, witnesses, and the integrity of investigations. If an investigation is ongoing and open, a request for any related Campus Security reports report may be denied and information of a personal nature will be withheld or redacted where the public disclosure of such information would constitute an invasion of privacy.





## Reporting to the Police

ICC strongly encourages individuals to report sexual violence and any other criminal offenses to the police. This does not commit you to prosecute, but will allow the gathering of information and evidence. The information and evidence preserve future options regarding criminal prosecution, institution conduct actions, and/or civil actions against the perpetrator.

If the incident happened on campus, it can be reported to Campus Security Officials at (620) 331-8558. If the incident occurred elsewhere in Independence or Montgomery County, it can be reported to the Independence Police Department at 911 or (620) 332-1700. If the incident happened anywhere else, it can be reported to local law enforcement with jurisdiction in the location where it occurred.

Please know that the information you report can be helpful in supporting other reports and preventing further incidents.

Once a report is made, an officer will immediately respond, and an official report will be taken with copies available to the victim upon request, subject to the Freedom of Information Act (FOIA) regulating release of public records. Detained or arrested offenders will be handled through the state or municipal criminal justice system and/or the ICC Student Conduct Code violation process. An investigation will be opened by Campus Security Officials in response to any reported criminal offense.



# Timely Warning Procedures

*If the College Administration confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the ICC community, the approved security official alone or in conjunction with the Public Information Officer will utilize some or all of the systems described under the Timely Warning Policy to communicate the threat to the ICC community or appropriate segment of the community if the threat is limited to a particular building or segment of the population. Emergency notifications are triggered by an event that is currently occurring on or imminently threatening the campus. A timely warning is more narrowly focused to Clery Act crimes. A timely warning may be issued for any Clery Act crime committed within ICC's geography.*

## Campus Wide Emergency Response

- The Safety Committee, MCSD, IPD, Campus Facilities and appropriate administrative personnel without delay—and taking into account the safety of the community—determines the content of the notification and initiates the notification system unless issuing a notification will, in the judgment of the responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.
- Campus Security Officials will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus(es).
- Officials will continue to assess the situation and additional segments of the campus will be notified if a situation warrants such action.
- Once an emergency notification is made, ICC students, faculty, and staff are issued specific instructions to either: evacuate and stay out until the “all clear” is given, shelter in place until the “all clear” is given, or seek refuge in safer areas until the “all clear” is given. The “all clear” message is distributed in the same manner as emergency notifications.
- Through the Marketing and Public Relations Department, ICC disseminates emergency information to the larger community through several outlets. Emergency information will be immediately posted on ICC social media accounts, on the ICC website, and through communication with local news media.

## Emergency Response and Evacuation Procedures Statement

ICC emphasizes four critical areas of emergency response to target safety education initiatives and response exercises for our students, employees and visitors. Response to fire alarms, severe weather, building evacuation, and shelter-in-place, are emphasized in all safety education programs and in all yearly exercises.

### Building Evacuation:

If information is received of an immediate threat to the safety of persons occupying an ICC facility, the ICC Security Officials will issue an emergency notification through the ICC alert system. The notification will alert the campus involved to immediately follow evacuation procedures and alert the campus community to stay away from the affected campus.

After receiving an Emergency Evacuation Notification, students, employees, and visitors should gather their belongings, exit the building using the nearest exit and move to the grassy areas on the outer edges of campus. Each person is asked to turn off all wireless devices. All others should stay away from campus. All are directed not to return until an **ALL CLEAR** is issued.



### Emergency Response Test Procedures

ICC will conduct a minimum of three announced tests in each calendar year to prepare building occupants for an organized response to potential threats to their safety. A **shelter-in-place, severe weather, and building evacuation drill** will be exercised. Prior to any scheduled test, the Marketing and Public Relations Department sends out a mass email to notify students, faculty, and staff of the upcoming test. This email is sent out approximately one week prior to the drill and also on the day of the drill.

Tests are organized and monitored by the Security Committee and the Vice President for Student Affairs/Student Life Director. Each test is documented by describing the drill, notating the date and specific times the drill started, and stating an announced drill. There is also a thorough debriefing that addresses any deficiencies revealed by the drill.

### Missing Student Notification

- Currently, ICC Student Life/Student Affairs notifies all local and area authorities in the event of a missing student.

### Off-Campus Crime

- If the Campus Police Department is contacted about criminal activity occurring off-campus involving a member of the ICC community, the Independence Police Department may notify Campus Security. However, there is no official policy requiring such notification.
- ICC does not have any non-campus locations for student organizations that are officially recognized by the college.

## Notification to College Community about an Immediate Threat



An “emergency notification” will be delivered by means of automated and, if necessary, manual elements of communication. Notification of the existence of an emergency and safety instructions will be delivered through the ICC alert system. The ICC Safety Committee, in conjunction with the Marketing Department, determines content for the emergency notifications that are specific to evacuations, sheltering-in-place, and severe storm response. Should a condition exist where none of the pre-determined warnings are applicable, a message will be written that is appropriate. Text alerts, e-mail, and social media messages relevant to the specific threat may be manually sent to the

campus community by representatives of the Safety Committee.

The Campus Safety Committee has the ability and authority to determine the appropriate campus to receive a notification through the ICC alert system. The ICC alert system has the ability to only notify outlets that are registered with the system. All students and employees must opt-in ICC alerts at

<https://my.textcaster.com/asa/default.aspx?ID=c5fafa0c-f5bb-481e-9800-cce94006d6f0>. Individuals have the

opportunity to opt-out of receiving text and/or voice alerts at any time.

Staff and Students are encouraged to regularly check campus records to ensure that the most accurate information is on file.

## Timely Warning Policy

To help prevent crimes or serious incidents, the Safety Committee, in conjunction with other departments on campus, issues timely warnings to notify the ICC community members about crimes or other serious incidents in and around the community. Timely warnings are issued for the following crime classifications: arson, burglary, aggravated assault, criminal homicide, motor vehicle theft, robbery, sexual assault, and any other offense which constitutes an ongoing or continuing threat. Timely warnings will be issued by the Vice President for Student Affairs or his/her designee. Timely warnings may also be issued for other crimes as deemed necessary in the judgment of the Safety Committee or his/her designee via the ICC alert system.

If a situation arises that, in the judgment of the Vice President of Student Affairs or his/her designee, constitutes an ongoing or continuing threat, a campus-wide warning will be issued.

Depending on the nature of the need, the warnings will be issued by designated member of the Safety Committee. The Campus Safety Committee, Public Information Officer or other designated individual will utilize appropriate components of the ICC alert system including emails, text messages, social media, and the ICC web page to issue a timely warning as soon as pertinent information is available.

Warnings are provided to students and employees in a manner that is timely, withholds the names and other identifying information of victims as confidential, and with the intent to aid in the prevention of similar occurrences.

The purpose of a timely warning is to provide the ICC community with more immediate notification.



# Crime and Personal Safety

*ICC facilities will provide an escort to and from your vehicle if requested. Requests can be made by calling (620) 331-8558.*

## Crime Prevention

The prevention of criminal activity on ICC properties is a shared responsibility. It is essential for the Campus Safety Committee to involve students, employees, and visitors in making ICC a safe and secure campus. The Safety Committee encourages students and employees to be responsible for their own security and the security of others. The Safety Committee will facilitate this by actively involving itself in crime prevention and safety education opportunities provided by Academic Affairs, Human Resources, Student Affairs, and the Department of Marketing and Public Relations.

The Campus Safety Committee utilizes the following opportunities and actions to prevent crime and facilitate response to emergencies.

- New Student Orientation
- New Employee Orientation
- Faculty training sessions
- Student organization presentations
- Media articles
- Classroom presentations
- Classroom emergency posters
- Campus community safety presentations
- Annual emergency drills
- Handouts at special events

The dissemination of campus security procedures and practices is a vital role of the Campus Safety Committee. The Campus Safety Committee provides initial and ongoing training to all ICC faculty, staff, and students.



## Initial Training

New employee and student training consist of sharing materials during the new employee and student orientation. New student orientations are held at the beginning of each semester. New employee orientations are scheduled as needed. These presentations include but are not limited to the following subjects: evacuation procedures, fire alarm response procedures, shelter in place procedures, and emergency procedures for contacting campus security, reporting suspicious behavior, reporting crimes, and protecting personal property.



## On-going Training

**Information Cards** – The Campus Safety Committee has crime prevention information cards located in the Student Life Office. The cards are distributed to faculty, employees, and students. The crime prevention information cards contain safety tips for individuals on campus and at home. These information cards are available for distribution at any time. The information cards are circulated throughout the year at all campuses.

**Campus Bulletin Boards** – ICC has bulletin boards located throughout campus buildings. These boards include flyers that include safety tips and messages from the Campus Safety Committee.



**Department Training** – Specific training is conducted as requested by various departments within the ICC campus. This training is customized to the department receiving the training.

## Natural Disasters

The following information is a guideline to aid you in determining what action you should take in severe weather.

- **Tornado WATCH:** Conditions are such that storms capable of producing a tornado may develop.
- **Tornado WARNING:** Either a tornado has been sighted or it is highly probable that one will develop.

### Tornado Precautions:

1. If you are in the warning area, seek shelter immediately. ICC is not rated as a storm shelter; however, there are designated “Safer Areas” throughout all campuses.
2. If you are in a vehicle, get out and seek shelter in a sturdy building. If a building is not available, a depression such as a ditch or ravine offers some protection, but be alert for flash flooding.

3. Do not open windows. This can actually increase damage to the building. Stay away from windows and exterior doors.
4. Basements, interior hallways on the lower floors, and small interior rooms on the lower floors offer the best shelter.
5. Do not attempt to turn utilities on or off.
6. Report injuries and damage to the ICC Safety Committee at (620) 331-8558. After the **ALL CLEAR** message has been given, leave badly damaged buildings and do not attempt to return unless directed to do so by emergency personnel.



## Personal Safety

The following precautions provide guidance.

### General Precautions and Crime Prevention

1. Program the Campus Security phone number into your cell phone: (620) 331-8558. Report any suspicious activity to the Security Officials immediately.
2. Ensure that all contact information on file with the college is up-to-date and can be used to receive notifications in an emergency.
3. Never take personal safety for granted. Always be aware of your surroundings.
4. Try to avoid walking alone at night. Request an escort from Campus Facilities.
5. Use lighted walkways and thoroughfares, even if it means going out of your way.
6. Carry only small amounts of cash and keep purses, backpacks, and money belts close to the body.
7. Do not struggle if someone attempts to take your property.
8. Never leave valuables (wallets, purses, books, calculators, laptops, etc.) unattended.
9. Carry your keys at all times and do not lend them to anyone.
10. Lock up bicycles and motorcycles. Lock doors and close windows when leaving your car.
11. Do not leave valuables in your car, especially if they can be easily noticed.
12. Engrave serial numbers or owner's recognized numbers, such as a driver's license number, on items of value.
13. Inventory your personal property and insure it appropriately with personal insurance coverage.

### When Driving:

1. Park your vehicle in a well-lit and populated area.
2. Have your car keys in your hand when approaching your vehicle so you can enter quickly.
3. Scan the area before getting into your vehicle and always check underneath your car upon approach and in the rear seat for intruders before entering the automobile.
4. Lock your doors and keep windows rolled up whenever possible.
5. Drive on well-traveled and well-lit streets.
6. Never hitchhike, and never pick up hitchhikers.
7. If someone tries to enter your stopped vehicle, sound the horn and drive to a safe area such as a convenience store.
8. If your vehicle breaks down, ask any person who stops to help call the police. Do not allow any person access to you or inside your car. Roll down your window no more than an inch. Be aware that an accident may be staged to provide the other driver an opportunity to commit a criminal act.
9. Leave enough room between your car and the one ahead so you can drive around it if necessary.
10. Call ahead when driving home late at night, and have someone watch you walk from your car to the residence.
11. Limit distractions such as cellphones.

### When Walking or Jogging:

1. Avoid walking or jogging alone, and try not to walk or jog after dark.
2. Avoid dark or vacant areas. Walk along well lit routes.
3. Be alert to your surroundings. If you suspect you are being followed, run in a different direction, go to the other side of the street and yell for help, or move quickly to a lighted area or a group of people, or an emergency call box.



# Alcohol and Drug Policies

ICC seeks to encourage and sustain an academic environment that respects individual freedoms and promotes the health, safety, and welfare of its students, faculty, staff, and visitors. Students, faculty, staff, and visitors are expected to know and follow the applicable federal, state, and local laws, and all ICC rules and regulations. Each person is responsible for his/her own behavior. ICC enforces compliance with state law and alcoholic beverage laws on campus and at college-sponsored activities.

ICC is in compliance with Public Law 101-226, the Drug-Free Schools and Community Act Amendments of 1989 and the Drug-Free Workplace Act of 1988.

Campus Security strictly enforces all violations of federal, state, or local law with regard to alcohol and illegal drugs within its jurisdiction. Violators are subject to ICC disciplinary action, criminal prosecution, fine, and imprisonment.

## **Student Conduct**

ICC College strictly prohibits the dispensing, selling, supplying, possession, use, manufacture, or distribution of illicit drugs on College owned/College controlled property or at any College sponsored event, including off campus College sponsored events. In addition, the inappropriate use, misuse, or abuse of prescription or over-the counter medications is forbidden.

## **Student Sanctions**

Students found to be in violation of the alcohol and illicit drug policies are subject to arrest, criminal prosecution, imprisonment, and/or fine according to state and federal law. In addition, students found in violation of this policy will face college sanctions ranging from probation to expulsion.

## **Faculty and Staff Conduct**

In accordance with the ICC Faculty Staff Handbook, the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited while in the workplace, on college premises, or as part of any college sponsored activities. Workplace also includes vehicles owned, rented or leased by Independence Community College. The driver of any official vehicle may be subject to drug and alcohol testing.

## Faculty and Staff Sanctions

Independence Community College does not differentiate between drug or alcohol users, or sellers. Any person who gives, or in any way transfers a controlled substance as

defined by the law to another person or sells or manufactures a controlled substance while on the college premises, will be subject to disciplinary and/or legal action up to and including suspension or termination.

## Alcohol and Drug Abuse Education Programs

ICC is committed to providing its students and employees a drug and alcohol free workplace and learning environment to promote the reputation of ICC and its employees as responsible citizens of public trust, and to provide a consistent model of substance-free behavior for students. ICC, including all of its locations, shall provide a safe, responsive environment for all students and employees.

ICC uses a comprehensive approach to address alcohol and other drug use on campus, focusing on policy, education, collaboration, enforcement, and intervention. All components work together to ensure that students and employees are provided information and resources that promote a safe and healthy environment that attempts to mitigate risk as it pertains to alcohol and other drug use. Below is a list of programs offered to prevent the use of drugs and alcohol.

Specific Efforts or activities included

1. Review of Student Catalog/Handbook
2. Review of Faculty/Staff Programming
3. Completion of the Drug-Free Schools and Campus Regulations Compliance Checklist
4. Review of Campus Alcohol and Drug Violations
5. Review of Drug and Alcohol programming for 2017 and 2018
6. Establishment of recommended actions for future.

The College will continue to develop, assess, and pursue the best practices for our campus community to create a safe and healthy learning and working environment for our students and employees.

Federal drug-free schools and campus regulations require institutions of higher education to conduct a biennial review of their alcohol and other drug programs and policies to determine program effectiveness and consistency

of policy enforcement, and to identify and implement any changes needed.

### **This review has the following objectives:**

- Determine the presence and effectiveness of a Drug and Alcohol Abuse Prevention Program.
- Document the existence of procedures for distributing the annual notification to students, faculty, and staff and ensure they are followed.
- Ensure that disciplinary sanctions for violating standards of conduct are applied consistently.
- Recommend any necessary changes to the Drug and Alcohol Prevention Program and Policy.

In 2017, ICC conducted a biennial review of our Drug and Alcohol Abuse Prevention Program. A copy of the Biennial Review Report can be found in the Office of Student Life.



# Complaints of Sexual Harassment and Offenses

## Sex Offenses, Domestic Violence, Dating Violence, and Stalking

ICC prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking, defined in the college's Title IX policy located at <https://www.indycc.edu/learning/accessibility/index> and further prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking, as defined under Kansas Law.

ICC provides the following program material to all incoming students and new employees with the intent to end dating violence, domestic violence, sexual assault, and stalking.

Programs to prevent dating violence, domestic violence, sexual assault, and stalking are 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
- informed by research or assessed for value effectiveness or outcome
- considered environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels

Programs to prevent dating violence, domestic violence, sexual assault, and stalking include both primary prevention and awareness programs directed at incoming students and new employees, and ongoing prevention and awareness campaigns directed at students and employees.

## Primary Prevention:

The College's Policy and Procedures for Sex Discrimination, Sexual Harassment and Sexual Misconduct is provided on the ICC Website at <https://www.indycc.edu/learning/accessibility/index>

ICC has implemented annual online training, which is required for all employees. Semesterly notifications made to students and an introduction to the policy is made during each new student orientation.

## Bystander and Risk Reduction Information:

Bystander intervention includes 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.

Risk reduction includes 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.

## On-going Prevention:

The obligation to be part of the solution to preventing sexual violence is the responsibility of each and every member of the ICC Community. Suspicious activity should be reported and harassment of any kind should not be tolerated.

Any report made will be investigated by the ICC Title IX Team and appropriate action taken to resolve the issue. To report an incident of sexual misconduct any person can contact a Title IX Investigator, complete Maxient report at <https://www.indycc.edu/student-life/student-complaints> or reach out to any campus employee for assistance. Other helpful resources are listed in the ICC Title IX policy. A copy of the full policy can be obtained in the Vice President for Student Affairs Office, Human Resources Office or online at <https://www.indycc.edu/learning/accessibility/index>

## Victim Information:

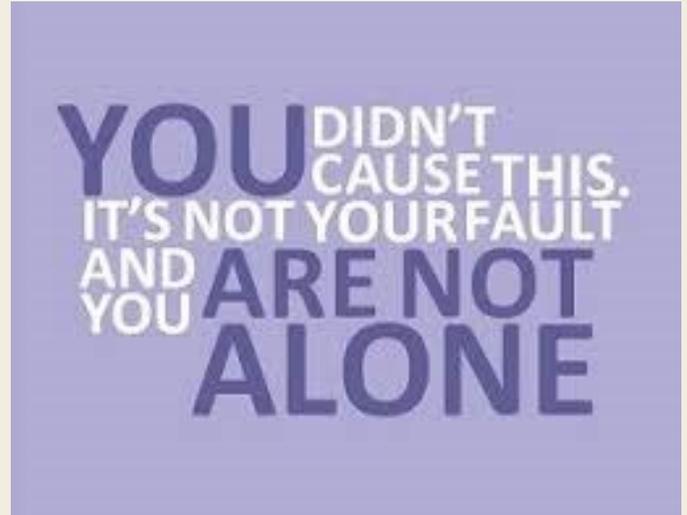
If you are a victim of sexual violence, you are not alone and you are in no way responsible for your assault.

ICC is responsible for providing procedures developed to protect the rights, health, and safety of all students. Openness to victims of crimes of violence or non-forcible sex offenses with regard to findings of ICC student disciplinary proceedings is part of this responsibility. A student who is the victim of a violent crime or a non-forcible sex offense reported to any Campus Security Authority has access to the report of findings. ICC will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in Section 16 of Title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by ICC against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be the representative of the alleged victim.



## What to do if you are a victim of sexual violence

- If you are not safe and need immediate help, call the police. If the incident happened on campus, call 911 or Campus Security Officials at (620) 331-8558. If the incident occurred elsewhere in Independence, call the Independence Police Department at 911 or (620) 332-1700. If the incident happened anywhere else, call the law enforcement agency that has jurisdiction in the location where the incident occurred.
- Do what you need to do to feel safe. Go to a safe place or contact someone with whom you are comfortable. You can call RAINN Rape Crisis Hotline at 620-231-8692 to get advice and discuss options on how to proceed.
- Do not shower, bathe, douche, change or destroy clothes, eat, drink, smoke, chew gum, take any medications, or straighten the room or place of the incident. Preserving evidence is critical for criminal prosecution. Although you may not want to prosecute immediately after the incident, that choice will not be available without credible evidence. The evidence collected can also be useful in the campus conduct process.
- Go to the closest medical facility to receive care for any physical injuries that may have occurred. While in the emergency room, treatment may be provided for sexually transmitted diseases and to prevent pregnancy.



## On and Off Campus Resources

Sexual violence can be very emotionally disruptive, and it may take time to come to terms with such a major stress. In addition to support that may be found in family and friends, the following agencies and departments can serve as resources for you.

It is important to be aware that different individuals, who you may contact for assistance following an incident, may have different responsibilities regarding confidentiality, depending on their position. Under state law, some individuals can assure the victim of confidentiality, including counselors and certified victims' advocates. However, any other institution employee cannot guarantee complete confidentiality, unless specifically provided by law. As is the case with all colleges and universities, ICC must balance the needs of the individual victim with an obligation to protect the safety and wellbeing of the community at large.

- **Counseling Resources:** ICC does not provide counseling services but can assist in setting up an appointment with a local provider. For assistance contact the Advising and Retention Office at (620) 332-5495.
- **Medical Services:** It is important to have a thorough medical examination after a sexual assault even if you do not have any apparent physical injuries. Medical providers can treat any injuries and may provide tests for sexually transmitted diseases.

Additional information on resources, as well as educational information on sexual violence prevention can be found at

<https://www.cdc.gov/violenceprevention/pdf/campusvprevention.pdf>

Also, refer to [www.changingourcampus.org](http://www.changingourcampus.org) for more information and resources.

The Title IX Coordinator will collaborate with other campus officials to put in place interim measures for student victims of sexual violence as needed. A formal complaint does not need to be submitted to have interim measures put in place. ICC will maintain as confidential any interim measures provided as long as it does not impair the ability to provide the interim measures.

ICC will additionally provide to victims of domestic violence, dating violence, sexual assault, or stalking, written notification about options for, and available assistance in changing academic, living, transportation, and working situations, if so requested by the victim and if such accommodations are reasonably available regardless of whether the victim chooses to report the crime to campus police or local law enforcement.

**Assistance in Reporting:** Any of the designated Title IX Coordinators can assist you in filing a complaint under the institution's Title IX complaint process and the appropriate law enforcement agencies against the student(s) or other persons who caused harm.

**No Contact Order:** ICC can put in place a No Contact Order between the complainant and the respondent, which would prohibit contact between both parties through any means of communication, as well as not having others make contact on their behalf, enforceable through the campus administrative process.

**Emergency Protective Order:** Student Affairs, the Safety Committee, or a member of the Title IX Office can assist you in filing for an Emergency Protective Order in court with the Montgomery County Court Clerk's Office.

**Safety Measures:** Student Services, a member of the Title IX Office, or the Student Life Director can coordinate any reasonable arrangements that are necessary for your ongoing safety. This includes transportation arrangements or providing an escort.

**Living Arrangements:** The Office of Student Life can assist in referring victims to outside resources for living arrangements to ensure safety and a comfortable living situation.

**Academic Arrangements:** A Title IX Coordinator can assist in adjusting your academic schedule or that of the accused as well as assist in providing access to academic support services.

## **Other Local Services Available to Victims**

**Campus Security : (620) 331-8558**

**Title IX Coordinator: (620) 332-5496**

**Independence Police Department: (620) 332-1700**

**Montgomery County Sheriff: (620) 330-1000**

**Montgomery County Attorney: (620) 330-1020**

**Montgomery County Court Clerk: (620) 330-1070**

**National Sexual Assault Hotline**  
Free & Confidential 24/7  
(800) 656-HOPE (800-656-4673)

**Other Interim Measures:** A Title IX Coordinator can coordinate any reasonable arrangements to address the effects of the sexual violence on you, including connecting you with counseling, health care or academic support resources.

When the Title IX Coordinator becomes aware of a student who potentially could have been a victim of sexual violence, they will contact the victim in writing through the campus email to share these interim measures, reporting options and other resources available. This will be done no matter the location of the incident.

The college recognizes its obligation to address incidents of sexual misconduct, discrimination, and harassment on campus when it becomes aware of its existence, even if no complaints are filed. Therefore, the College reserves the right to take appropriate remedial measures, unilaterally, under this procedure, including interim

measures, including, but not limited to, issuing no-contact orders, modifying course-schedules, etc. ICC may assist victims of sexual misconduct, discrimination, and harassment in filing for an Order of Protection through the Montgomery County Attorney's Office. The Montgomery County Attorney's Office is located at 300 E Main St, Independence, KS 67301.

## Reporting

All forms of sexual violence should be reported no matter the severity. ICC's primary concern is safety; therefore, individuals should not be deterred in reporting even if the use of alcohol or other drugs was involved.

ICC encourages victims of sexual violence to speak with someone about what happened so they can receive support and so that the institution can respond appropriately. ICC offers both confidential reporting and non-confidential reporting options. It is important for victims to be aware that not everyone they contact for assistance has the same responsibility regarding confidentiality. Under state law, some individuals can assure confidentiality, including counselors and certified victims' advocates. In general, however, any other institution employee cannot guarantee complete confidentiality, unless specifically provided by law. As is the case with all colleges and universities, the institution must balance the needs of the individual victim with an obligation to protect the safety and well-being of the community at large.

Different employees on campus have different abilities to maintain a victim's request for confidentiality.

- Some are required to maintain near complete confidentiality; talking to them is sometimes called a "privileged communication."
- Other employees may talk to a victim in confidence, and generally report only that an incident occurred without revealing any personally identifying information. Disclosures to these employees will not trigger an institution investigation into an incident against the victim's wishes. This report is done through a Clery Report and does not include the victim's name or other identifying information.
- Some employees are required to report all the details of an incident (including the identities of both the victim and alleged perpetrator) to the Title IX Coordinator.

## Confidential Reporting Options

Confidential reporting options provide students with the ability to confidentially report and discuss an instance of sexual violence without their information being shared with others. Please note confidential reporting limits the institution's ability to respond to incidents.

## Professional Counselors

Professional and licensed counselors who provide mental health counseling (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 victim's permission. Likewise, these individuals are also not required by the Clery Act to report. ICC College currently does not have any professional staff, who in their college employment professional capacity fit this description.

ICC allows counselors to use their professional judgment, if and when they deem it appropriate, to encourage persons to report crimes on a voluntary, confidential basis.

### A. Non-Confidential Reporting Options

When a report of an alleged crime of domestic violence, dating violence, sexual assault or stalking is made to a Campus Security Authority, the victim shall be informed about his/her option of notifying proper law enforcement authorities. If the accuser requests the assistance of a college employee in notifying local law enforcement authorities, the requested college employee shall assist the accuser in notifying local law enforcement authorities concerning the alleged crime of domestic violence, dating violence, sexual assault or stalking.

The decision as to whether to notify local law enforcement and/or to pursue the prosecution of the accused according to the laws of the State of Oklahoma shall be entirely the decision of the accuser.

When a student or employee reports that he or she has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether on or off campus, the college will provide a written explanation of the student's or employee's rights and options.

### **For additional Reporting Information:**

Email: [cwesterhold@indycc.edu](mailto:cwesterhold@indycc.edu) or contact the Student Life Office.

**Persons may file a complaint of gender-based discrimination and/or misconduct, including sexual assault or violence, electronically here:**

<https://www.indycc.edu/student-life/student-complaints>

### **Explanation of Employee's or Student's Rights and Options:**

In order to provide accessible, prompt, and equitable methods of investigation and resolution of incidents of sexual or other gender-based misconduct, the college has developed a process for investigation and adjudication of misconduct reports. Throughout this process, both the complainant and the respondent have the following rights:

- To appropriate support from the college
- To privacy to the extent possible consistent with applicable law and college policy
- To information about the College Sexual Misconduct Policy
- To the presence of an advisor throughout the process
- To participate or decline to participate in the investigation or any appeal process (However, a decision to refrain from participating in the process, either wholly or in part, will not prevent the process from proceeding with the information available.)
- To a prompt and thorough investigation of the allegations
- To adequate time to review documents in the office of the Title IX Coordinator following the investigation
- To adequate time to prepare their case
- To an opportunity to challenge an investigator or hearing panel member for possible conflicts of interest
- To refrain from making incriminating statements
- To be free from retaliation for filing or participating in the investigation of a complaint
- To appeal the decision made by the Title IX Coordinator
- To notification in writing of the case resolution, including the outcome of any appeal

- To report the incident to law enforcement at any time
- To understand that information collected in the process may be subpoenaed in criminal or civil proceedings

When an instance of sexual violence is reported to a responsible employee, the reporter can expect the incident will be reported to the Title IX Coordinator or Student Life Office. A responsible employee must report to the Title IX Coordinator all relevant details about the alleged sexual harassment or sexual violence shared by the victim including names, date, time, and specific location of the alleged incident.

To the extent possible, information reported to a responsible employee will be shared only with people responsible for handling the institution's response to the report. A responsible employee should not share information about the victim to law enforcement.

A responsible employee is an employee who has the authority to redress sexual violence, who has the duty to report incidents of sexual violence or other student misconduct, or who a student could reasonably believe has this authority or duty. Examples include but are not limited to employees in student services areas, employees at the coordinator level and above, and anyone in a supervisory role.

When a victim tells a responsible employee about an incident of sexual violence, the victim has the right to expect the institution will investigate the alleged sexual violence, end any sexual violence, prevent the sexual violence from reoccurring, and educate on sexual violence.

Before a victim reveals any information to a responsible employee, the employee should ensure that the victim understands the employee's reporting obligations and if the victim wants to maintain confidentiality, then they should be directed to a confidential resource.

### **Requests for Confidentiality from a Non-Confidential Reporter**

If a victim discloses an incident to a responsible employee but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or conduct action taken, ICC must weigh that request against the obligation to provide a safe environment for all students, including the victim.

If the institution honors the request for confidentiality, a victim must understand that the institution's ability to

meaningfully investigate and respond to the incident may be limited.

Although rare, there are times when the college may not be able to honor a victim's request in order to provide a safe environment for all students.

When weighing a victim's request for confidentiality, or that no investigation or conduct process be pursued, the following will be considered: The increased risk that the alleged respondent will commit additional acts of sexual or other violence, such as:

- whether there have been other sexual violence complaints about the same alleged respondent
- whether the alleged respondent has a history of arrests or records from a prior school indicating a history of violence
- whether the alleged respondent threatened further sexual violence or other violence against the victim or others
- whether the sexual violence was committed by multiple respondents
- whether the sexual violence was perpetrated with a weapon
- whether the victim is a minor

- whether the institution possesses other means to obtain relevant information of the sexual violence (e.g., security cameras, personnel, physical evidence)
- whether the victim'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 institution to investigate and, if appropriate, pursue conduct action. If none of these factors are present, the institution will likely respect the victim's request for confidentiality.

ICC will protect the confidentiality of victims and other necessary parties, including the completion of publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about the victim. ICC will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of ICC to provide the accommodations or protective measures.

In cases involving allegations of sexual assault, domestic violence, dating violence and/or stalking, the college will not include names or other personally identifying



information about complainants, respondents, or witnesses in its publicly available records, including without limitation Safety and Security Alerts, the Daily Crime Log, or the Annual Security and Fire Safety Report. Any accommodations or protective measures adopted in such cases will not be disclosed more broadly than is necessary to achieve the result sought by such accommodations or measures.

Complainants in these cases may also request that their names be kept confidential during an initial consultation or the college's investigation. The Title IX Coordinator will decide whether to accommodate such requests, but will inform the complainant that doing so will not be possible, if, in the judgment of the Title IX Coordinator, and under the particular circumstances involved, it would prevent the College from providing a safe and nondiscriminatory environment for the complainant and other members of the campus community. In such cases, the Title IX Coordinator will notify the complainant before disclosing his or her name to the respondent or other persons.

Complainants may renew requests for confidentiality during formal hearings on their complaints, but in such cases will be told that the College's ability to proceed with hearings may be limited as a result.

If it is determined that the institution cannot maintain a victim's request for confidentiality, the institution will inform the victim prior to starting an investigation. ICC will remain ever mindful of the victim's wellbeing, and will take ongoing steps to protect the victim from retaliation or harm and work with the victim to create a safety plan. The College may not require a victim to participate in any investigation or conduct process. Retaliation against the victim, whether by students or college employees, will not be tolerated.

## Sex Offender Registry

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, and section 121 of the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921), 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.

Sex offenders are required to register in Kansas. Details on the Sex Offender Registration Act of 1997 can be found in Kansas Code. All sex offenders required to register in the State of Kansas must submit to assessment

by the Sex Offender Screening & Risk Assessment Program.

## Student Conduct Process for Title IX Related Offenses

ICC's *Policy and Procedures for Sex Discrimination, Sexual Harassment and Sexual Misconduct* provides for investigations and resolutions in cases of alleged dating violence, domestic violence, sexual assault, and stalking. ICC provides proceedings that include a prompt, fair, and impartial process from the initial investigation to the final result, which will be;

- Completed within reasonably prompt timeframes, which by ICC's policy will be sixty (60) days, and includes a process that allows for the extension of timeframes, for good cause, with written notice to the accuser and the accused of the delay and the reason for the delay;
- Investigations are conducted in a manner that:
  - Is consistent with the institution's policies and is transparent to the accuser and accused; and
  - Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
  - Provides timely and equal access to the accuser, the accused, and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings.
- All proceedings are conducted by officials who have no conflict of interest or bias for or against the accuser or the accused.



- The college will provide written notification to students and employees about existing counseling, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services available for victims within the institution and the community.
- Officials involved in any related proceeding or process, at a minimum may receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
- The accuser and the accused have the same opportunities to have others present during any investigative or appeal proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice. An advisor is any individual who provides the accuser or accused support, guidance, or advice.
- The proceedings do not limit the choice of advisor or presence for either the accuser or the accused in any meeting or in any institutional disciplinary proceeding. However, the institution may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties.
- The proceedings require simultaneous notification in writing to both the accuser and the accused, of:
  - The result of any institutional disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking, (Result means any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result will include any sanctions imposed by the institution. Notwithstanding section 444 of the General Education Provisions Act (20 U.S.C.1232g), commonly referred to as the Family Educational Rights and Privacy Act (FERPA), the result will also include the rationale for the result and the sanctions.),
  - ICC's procedures for the accused and the victim to appeal the result of the determination of the Title IX Coordinator or any sanctions imposed,
    - Any change to the result,
    - When such results become final, and
- The standard of evidence that will be used during any institutional Title IX/VAWA investigation and determination proceeding arising from an allegation of dating violence, domestic violence, sexual assault, or stalking is the preponderance of the evidence standard.

## The Proceedings for Title IX Related Offenses

Employees or students who believe they are victims of sexual harassment or misconduct have the option of proceeding informally or formally, by reporting to the Title IX Coordinator, another responsible employee, or by emailing [cwesterhold@indycc.edu](mailto:cwesterhold@indycc.edu).

Informal Resolution Process -Informal resolution may be appropriate if the conduct is isolated or non-threatening. Informal resolution is not an option for cases of sexual assault, including sexual or inappropriate touching of any kind, or other VAWA offenses.

- If one chooses to proceed informally, one should contact the Title IX Coordinator to report the sexual harassment or misconduct and specify they wish to proceed informally.
- Resolution at the informal complaint process will be mediated by the Title IX Coordinator, or his/her designee, and may include an agreement in which one or more of the parties involved agree to accept discipline in the form of a warning, censure, probation, or other such disciplinary action as may be warranted by the circumstances.
- To the extent the parties are able to achieve a satisfactory resolution of the complaint through the informal resolution process, the complaint will be considered resolved. The complainant and responding party will receive written notification of the outcome and disposition of the complaint.
- In cases in which a mutually satisfactory informal resolution cannot be achieved, either the complainant or responding party may request in writing to advance the complaint to the formal complaint process.

## Formal Complaint Process

**Preliminary Investigation**—Upon receiving a complaint or report of sexual misconduct, the Title IX Coordinator has the initial responsibility of determining whether there is sufficient evidence of a violation of the College’s sexual misconduct policy, which would justify proceeding with a formal investigation. The Title IX Coordinator shall make this initial preliminary investigation within ten (10) business days of receiving a complaint.

- If the Title IX Coordinator finds sufficient evidence of a violation of the College’s sexual misconduct policy, a formal investigation will be initiated.

**Formal Investigation**—The Title IX Coordinator shall notify the complainant (individual filing report of misconduct) when the formal investigation commences and provide a tentative time frame for the completion of the investigation and the decision.

- During the investigation, the Title IX Coordinator shall by himself/herself and/or with the aid of one or more of the Title IX Coordinators or appointed investigators, collect all evidence relating to the complaint or report of sexual misconduct from all available sources.
- Interviews of the parties and any witnesses, if applicable, will be conducted.
- Additional evidence—may be sought from any relevant party or witness, including but not limited to, documents, email communications, social media postings, text messages, etc.
- Upon completion of the formal investigation, and after a conference to review the investigation findings with one or more other Title IX Coordinators, which may at the discretion of the Title IX Lead Coordinator and/or the College’s Legal Counsel, include calling for a formal in person hearing of the parties and witnesses.
- Following the Title IX Conference and/or in person hearing, the Title IX Coordinator shall make a factual finding, based upon a preponderance of the evidence, as to whether or not a violation occurred and will prepare a written report in conformity with those findings.
- If there is a finding of no violation of the College’s sexual misconduct policy, the process is concluded.

The Title IX Coordinator will give written notice of the findings and termination of the proceedings to the complainant, responding party, and appropriate College administrators.

- If there is a finding of a violation of the College’s sexual misconduct policy, the Title IX Coordinator will convene with the Sanctioning Official to determine the appropriate sanction(s) to be imposed.
- Sanctions for VAWA offenses, whether the accused is an employee or student, are determined pursuant to the guidelines provided in the *Policy and Procedures for Sex Discrimination, Sexual Harassment and Sexual Misconduct*, ranging from reprimand to expulsion or termination.
- Notification of outcome- Once the Title IX Coordinator and Sanctioning Official decide upon an appropriate sanction, the Title IX Coordinator shall notify the complainant and responding party in writing of the outcome of the investigation, normally, within sixty (60) days of the filing of the complaint.
- Appeal- A party aggrieved by a decision of the Title IX Coordinator or by the sanctions imposed may file a Petition for Appeal within five (5) business days of notification of the final outcome.
- The appeal must be sent to the Title IX Coordinator in writing and state clearly the grounds that justify consideration. General dissatisfaction with the outcome of the proceeding is not a basis for appeal.
  - After receiving a Petition for Appeal, the Title IX Coordinator shall inform the other party of the appeal and give the non-appealing party an opportunity to respond within five (5) business days. The Title IX Coordinator shall also inform the Sanctioning Official of the appeal.
  - The Appeals Officer shall review the appeal and any response to determine if the appeal meets any of the limited grounds and is timely.
  - The Appeals Officer will render a written decision on appeal to all parties within seven (7) business days from receipt of the appeal. The Appeals Officer’s decision to deny appeal requests is final.



# Definition of Categories

## Definition of Terms for Statistical Charts

The charts setting forth statistical data on reported crimes include the following terms.

### **Campus:**

Any building or property owned or controlled by the institution within the same reasonably contiguous geographic area and used by the institution in the direct support of, or related to, its educational purpose.

### **Clery Geography:**

Buildings and property that are part of the institution's campus; the institution's non-campus buildings and property; and public property within or immediately adjacent to and accessible from the campus.

### **Other:**

Any non-residential area on campus.

### **Non-Campus Building or Property:**

Buildings or property owned or controlled by a student organization, such as a fraternity or sorority, recognized by the institution, and any building or property (other than a branch campus) owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is used by students and is not within

the same reasonable contiguous geographical area of the institution.

### **Public Property:**

All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

## Crime Definitions

The following definitions are those provided by the Federal Bureau of Investigation's (FBI's) Uniform Crime (UCR) Program.

### Arrest:

Defined as persons processed by arrest, citation or summons. Classify as arrests:

- Those persons arrested and released without a formal charge being placed against them. (An arrest has occurred when a law enforcement officer detains an adult with the intention of seeking charges against the individual for a specific offense(s) and a record is made of the detention.)
- Juveniles taken into custody or arrested but merely warned and released without being charged. A juvenile should be counted as "arrested" when the circumstances are such that if the individual were an adult, an arrest would have been counted.
- Any situation where a young person, in lieu of actual arrest, is summoned, cited or notified to appear before the juvenile or youth court, or similar official for a violation of the law.
- Only violations by young persons where some police or official action is taken beyond a mere interview, warning or admonishment.

### Aggravated Assault:

An unlawful attack of one person by another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually 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 that could, and probably would, result in serious personal injury if the crime were successfully completed.

### 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. Only fires determined to have been willfully or maliciously set are classified as arson.

### Burglary:

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

### Criminal Homicide:

The willful (negligent or non-negligent) killing of one human being by another.

### Dating Violence:

Dating violence is committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction

between the persons involved in the relationship. Dating violence includes but is not limited to sexual or physical abuse or the threat of such abuse. Dating violence does not include acts that meet the definition of domestic violence.

### Domestic Violence:

Domestic violence is a felony or misdemeanor crime of violence committed by:

- a current or former spouse, or intimate partner of the victim,
- a person with whom the victim shares a child in common,
- a person who is cohabitating with, or has cohabited with, the victim as a spouse or intimate partner,
- a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
- any other person, against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Domestic violence is a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can include physical, sexual, emotional, economic or psychological actions or threats of actions that influence another person.

## Drug Law Violations:

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. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. Relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, Methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

## Hate Crimes:

A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of this definition, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

## Larceny:

The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another without use of force or violence. It includes shoplifting, picking pockets, purse snatching, thefts from motor vehicles including parts and accessories, bicycle and computer thefts.

## Liquor Law Violations:

The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. Drunkenness and driving under the influence are not included in this definition.

## Manslaughter by Negligence:

The killing of another person through gross negligence.

## Motor Vehicle Theft:

The theft, or attempted theft, of a motor vehicle by someone other than the registered owner.

## 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.

## 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.

## Sexual Assault:

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

- Rape means 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. This offense includes the rape of both males and females.

- Fondling means 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 his/her age or because of his/her temporary or permanent mental incapacity.
- Incest means non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape means non-forcible sexual intercourse with a person who is under the statutory age of consent (age 16).

## Stalking:

- Stalking is 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.
- Course of conduct means two or more acts, including, but not limited to, acts in which the stalker 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, or interferes with a person's property.
- Reasonable person means a reasonable person under similar

circumstances and with similar identities to the victim.

- Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

### **Weapon Law Violations:**

The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; and all attempts to commit any of the aforementioned.



## Consent (ICC Definition):

Defined as the clear, knowing and voluntary. Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent. Consent can be given by words or actions, if those words or actions create mutually understandable clear permission regarding willingness to engage in (and the conditions of) sexual activity.

1. To give effective consent, one must be at least 16 years old.
2. Sexual activity with someone known to be mentally or physically incapacitated, or based on the circumstances, someone who could reasonably be known to be mentally or physically incapacitated, constitutes a violation of this policy.
3. Incapacitation is a state where

someone cannot make rational, reasonable decisions because he or she lacks the capacity to give knowing consent (to understand the “who, what, when, where, why or how” of the sexual interaction). Alcohol or other drug use, unconsciousness or blackout is an example of incapacitation.

4. This policy also covers a person whose incapacity results from mental disability, sleep, involuntary physical restraint, or from the taking of rape drugs. Possession, use and/or distribution of any of these substances, including Rohypnol, Ketamine, GHB, Burundanga, etc. is prohibited, and administering

one of these drugs to another person is a violation of this policy. More information on these drugs can be found at <https://www.medlineplus.gov/clubdrug.html> or <https://www.womenshealth.gov/a-z-topics/date-rape-drugs>.

5. Use of alcohol or other drugs will never function as a defense to a violation of this policy.
6. Consent to any one form of sexual activity cannot automatically imply consent to any other forms of sexual activity.
7. Previous relationships or prior consent cannot imply consent to future sexual acts.

## The following definitions are those provided by the Violence Against Women Act (VAWA).

### Dating Violence:

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

- For the purposes of this definition:
  - Dating Violence Includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - Dating Violence does not include acts covered under the definition of domestic violence.

### Domestic Violence:

A felony or misdemeanor crime of violence committed:

- By a current or former spouse or intimate partner of the victim;

- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family



violence laws of the jurisdiction in which the crime of violence occurred.

### Sexual Assault:

An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

- **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 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 his/her age or because of his/her 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.

### Stalking:

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

• For the purposes of this definition:

- **Course of Conduct** means two or more acts, including, but not limited to, acts which the stalker 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, or interferes.
- **Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.
- **Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.





# Crime Statistics

## Crime Disclosure

ICC policies and procedures require the publication of annual crime statistics. Included in this report are crimes reported to the ICC Security and other campus officials, including college faculty, Title IX Coordinators, Student Conduct Officers, and local law enforcement.

The Vice President for Student Affairs or their designee prepares the Annual Security Report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics. The full text of this report can be located on our web site at <https://www.indycc.edu/student-life/right-to-know>. This report is prepared in cooperation with the local municipal law enforcement agency with jurisdiction surrounding and encompassing the ICC Campus as well as, all Campus Security Authorities (CSA's).

Campus crime, arrest, and referral statistics include those reported to ICC Security, Campus Security Authorities, and local law enforcement agencies. ICC cannot withhold, or subsequently remove, a reported crime from its crime statistics based on a decision by a court, coroner, or other similar non-campus official. Clery Act reporting does not

require initiating an investigation or disclosing identifying information about the victim.

Each year, an email notification is made to all enrolled students providing both the complete PDF document and the web site information necessary to access this report. Faculty and staff receive similar notification via email. Copies of the report may also be obtained at the Vice President for Student Affairs office located in the Administration Building Rm 104 or by calling (620) 332-5487. All prospective employees and prospective students will be notified of the availability of the Annual Security Report and may obtain a copy from the Vice President for Student Affairs.

The following tables comply with the Clery Act.

The crime and arrest statistics reported are those that occurred within the jurisdictional boundaries of campus(es). Crimes occurring on public property immediately adjacent to campus are also reported when available. Crime statistics concerning other locations are available at the Independence Police Department.

## CRIME STATISTICS\*\*

In accordance with the *Student Right-to-Know Act*, the *Campus Security Act of 1990*, the *Clery Act of 1998*, and the *Higher Education Opportunity Act of 2008*, the College is required to provide information about *serious* crimes on campus, as defined by the acts, which have occurred during the last three (3) years. Additionally, a log of *minor* infractions or incidents is maintained on file by the Compliance Officer.

This Crime Statistics Report is updated annually and reported to the U.S. Department of Education, in accordance with the law, in October of each year. Information can also be found on the college's website at <http://www.indycc.edu/student-life/right-to-know>.

### MAIN CAMPUS CRIME STATISTICS

#### Criminal Offenses – On-Campus

Criminal offense	Total Criminal Offenses On-Campus		
	2016	2017	2018
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	1	3	0
d. Fondling	0	1	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	1	0	0
h. Aggravated assault	0	0	0
i. Burglary	11	3	4
j. Motor vehicle theft	1	0	0
k. Arson	0	0	0

#### Criminal Offenses – On-Campus Student Housing Facilities

Criminal offense	Total Criminal Offenses On-Campus Student Housing		
	2016	2017	2018
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	1	3	0
d. Fondling	0	1	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	10	3	4
j. Motor vehicle theft	0	0	0
k. Arson	0	0	0

#### Criminal Offenses – Non-Campus

Criminal offense	Total Criminal Offenses on Non-Campus		
	2016	2017	2018
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0
j. Motor vehicle theft	0	0	0
k. Arson	0	0	0

**Criminal Offenses - Public Property**

Criminal offense	Total Criminal Offenses on Public Property		
	2016	2017	2018
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0
j. Motor vehicle theft	0	0	0
k. Arson	0	0	0

**Hate Crimes – On-Campus**

Criminal offense	Total Hate Crimes On-Campus		
	2016	2017	2018
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0
j. Motor Vehicle Theft	0	0	0
k. Arson	0	0	0
l. Simple Assault	0	0	0
m. Larceny-Theft	0	0	0
n. Intimidation	0	0	0
o. Destruction/damage/vandalism of property	0	0	0

**Hate Crimes – On-Campus Student Housing Facilities**

Criminal offense	Total Hate Crimes On-Campus Housing		
	2016	2017	2018
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0
j. Motor Vehicle Theft	0	0	0
k. Arson	0	0	0
l. Simple Assault	0	0	0
m. Larceny-Theft	0	0	0
n. Intimidation	0	0	0
o. Destruction/damage/vandalism of property	0	0	0

**Hate Crimes – Non-Campus**

Criminal offense	Total Hate Crimes Non-Campus		
	2016	2017	2018
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0

e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0
j. Motor Vehicle Theft	0	0	0
k. Arson	0	0	0
l. Simple Assault	0	0	0
m. Larceny-Theft	0	0	0
n. Intimidation	0	0	0
o. Destruction/damage/vandalism of property	0	0	0

**Hate Crimes – Public Property**

**Total Hate Crimes on Public Property**

Criminal offense	2016	2017	2018
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0
j. Motor vehicle theft	0	0	0
k. Arson	0	0	0
l. Simple assault	0	0	0
m. Larceny- theft	0	0	0
n. Intimidation	0	0	0
o. Destruction/damage/vandalism of property	0	0	0

**VAWA Offenses – On Campus**

**Total VAWA Offenses On Campus**

	2016	2017	2018
a. Domestic Violence	0	0	0
b. Dating Violence	1	0	0
c. Stalking	1	0	0

**VAWA Offenses- On-Campus Student Housing Facilities**

**Total VAWA Offenses On-Campus Student Housing**

	2016	2017	2018
a. Domestic Violence	0	0	0
b. Dating Violence	1	0	0
c. Stalking	0	0	0

**VAWA Offenses- Non-Campus**

**Total VAWA Offenses Non-Campus**

	2016	2017	2018
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0
j. Motor Vehicle Theft	0	0	0
k. Arson	0	0	0
l. Simple Assault	0	0	0
m. Larceny-Theft	0	0	0
n. Intimidation	0	0	0
o. Destruction/damage/vandalism of property	0	0	0

**Hate Crimes – Public Property**

**Total Hate Crimes on Public Property**

Criminal offense	2016	2017	2018
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0
j. Motor vehicle theft	0	0	0
k. Arson	0	0	0
l. Simple assault	0	0	0
m. Larceny- theft	0	0	0
n. Intimidation	0	0	0
o. Destruction/damage/vandalism of property	0	0	0

**VAWA Offenses – On Campus**

**Total VAWA Offenses On Campus**

	2016	2017	2018
a. Domestic Violence	0	0	0
b. Dating Violence	1	0	0
c. Stalking	1	0	0

**VAWA Offenses- On-Campus Student Housing Facilities**

**Total VAWA Offenses On-Campus Student Housing**

	2016	2017	2018
a. Domestic Violence	0	0	0
b. Dating Violence	1	0	0
c. Stalking	0	0	0

**VAWA Offenses- Non-Campus**

**Total VAWA Offenses Non-Campus**

	2016	2017	2018
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

## Disciplinary Actions – Non-campus

### Number of Persons Referred for Disciplinary

#### Action Non-Campus

Law Violation	2016	2017	2018
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0

## Disciplinary Actions – Public Property

### Number of Persons Referred for Disciplinary

#### Action on Public Property

Law Violation	2016	2017	2018
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0



# Annual Fire Safety Report

## Annual Fire Safety Report

There were no incidents of fire related damage reported on the campus.

Anyone present in an area of an alarm (active horns, bells, strobes) should immediately use the nearest exit from the building and move into the nearby parking areas.

All fires should be reported to Campus Security Officials by calling (620) 331-8558 or 911.

ICC is currently reviewing existing policy and plans are being developed to improve current fire safety procedures and equipment.

# CAMPUS DIRECTORY



- |  |  |  |
|--|--|--|
| 1 Maintenance  | 11 Observatory   | 15 Field House<br>Athletic Offices<br>Gymnasium<br>Locker Rooms  |
| 2 Football Practice Field  | 12 Disc Golf Start   | 16 Administration<br>Admissions<br>Business Office<br>Financial Aid<br>Human Resources<br>Mail Room<br>Marketing<br>President's Office |
| 3 Dormitories  | 13 Fine Arts<br>Black Box Theater<br>Classrooms<br>Faculty Offices<br>Inge Theater   | 17 Cessna Learning Center<br>Classrooms<br>Fab Lab ICC<br>Faculty Offices<br>Information Technology                                    |
| 4 Dormitories  | 14 Academic Building<br>Academic Affairs<br>Bookstore<br>Classrooms<br>Faculty Offices<br>Institutional Research<br>Library<br>Student Support Services<br>Tutoring Center |  |
| 5 Dormitories  |  |  |
| 6 Upward Bound   |  |  |
| 7 Football Offices   |  |  |
| 8 Residence Hall   |  |  |
| 9 Residence Hall   |  |  |
| 10 Student Union<br>Cafeteria<br>Cheer & Dance<br>Fireside Room<br>Game Center<br>International Students HQ<br>Lounge<br>Movie Theater |  |  |



# Independence

COMMUNITY COLLEGE



Independence Community College  
1057 W. College Ave.  
Independence, KS 67301  
[www.indycc.edu](http://www.indycc.edu)

ICC does not discriminate on the basis of race, religion, color, national origin, sex, age, tenure, disability or any other factors that cannot be lawfully considered in its programs and activities as required by all applicable laws and regulations.