



# Campus Violence Prevention Plan

Department of Emergency Preparedness

---

## Table of Contents

### Contents

A. Purpose.....	3
B. Applicability.....	3
C. Responsibility of Community .....	3
D. Responsibility to Report.....	3
E. Identifying the Warning Signs .....	4
F. When to Submit a Report It! Form.....	5
G. Reporting a Crime .....	5
H. Anonymous Reporting .....	5
I. Responsibility to Respond.....	5
J. Responsibility to Review and Implement .....	5
K. Campus Violence Prevention Committee .....	5
L. Preventive Measures and Programs .....	6
M. Internal University Policies and Procedures .....	6
N. Federal and State laws and regulations .....	6
O. Record of Changes .....	7

### **A. Purpose**

Aurora University is committed to creating and maintaining a safe and secure educational environment for all employees, students, and visitors. In compliance with the Illinois Campus Security Enhancement Act of 2008, the purpose and function of this plan is to establish violence prevention measures, support systems, resources, and strategies through the integration of University Policies and procedures that promote a safe campus environment and mitigate conventional and unconventional violence. The Campus Violence Prevention Plan was developed to create and provide methods and means under which violence and threats of violence may be prevented, addressed, and/or responded to regarding the safety of the campus community; in addition, the Campus Violence Prevention Plan establishes the regulatory bodies tasked with reviewing, implementing, and supporting the plan's policies.

### **B. Applicability**

This plan shall set forth the University's expectations regarding violence prevention for the campus community, including faculty, staff, students, visitors, contractors, and vendors. This plan, and any related policies and procedures shall cover all University owned or controlled property, which includes the campuses of George Williams College, Woodstock, and the Orchard center, as well as any school owned property off the main campus, buildings, and facilities. This Campus Violence Prevention Plan is available and posted on-line through the Campus Public Safety webpage and available through the Office of Emergency Management.

This plan, updated annually, can assist university administration in accomplishing one of their primary responsibilities: protecting the Aurora University community.

Emergency Preparedness will have document control while requesting the Campus Emergency Response Team (CEOT) for the actual review and edit suggestions each year.

### **C. Responsibility of Community**

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

### **D. Responsibility to Report**

It is the responsibility of all campus community members (students, employees, and visitors) to promote and maintain an environment free from violence at Aurora University. Such responsibility includes, but is not limited to, being aware of one's surroundings and

immediately reporting incidents, behaviors or actions of others which seem unusual, distressed, disruptive, disturbing, suspicious, threatening, or violent in nature.

**Reporting Process.** To report incidents or concerns involving students, employees or visitors on campus, reports can be made to the Campus Public Safety, the Behavior Intervention Team, or any staff member. Staff members report all concerns as soon as possible to the beforementioned. The BIT has multidisciplinary members from multiple departments, including Campus Public Safety command staff, to respond to reports.

### **E. Identifying the Warning Signs**

Suicidal Behavior - Warning signs might include:

- Talk of death and/or suicide
  - Unexpected rage or anger
  - Social withdrawal
  - Dramatic mood changes
  - A sudden sense of calm and happiness after being fairly depressed
  - Giving away personal possessions
  - Risky or self-destructive behaviors
  - Feelings of hopelessness, helplessness or worthlessness
  - Increased alcohol or other drug use
- It is important to remember that asking a person if he or she are contemplating suicide DOES NOT give him or her the idea to do so. Your openness and concern may allow the person to feel less lonely or isolated and ultimately more hopeful. Talking about suicide is NOT to be ignored.

Threatening Behavior - Threatening behavior might include:

- Physically violent behavior
- Verbally threatening or overly aggressive behavior
- Threatening or violent material in emails, letters, academic papers, or social media posts
- Harassing or stalking behaviors
- Possession of a weapon, particularly a firearm
- If you are concerned about someone being a danger to others, you must report it. This is in the best interest of the individual and the community.

Immediate Attention Required Any incident or behavior that creates an imminent threat or actual violence can be reported by anyone directly to the Campus Public Safety office as soon as possible.

## **F. When to Submit a Report It! Form**

Three types of behavior should lead to filing a Report It! form:

- Disruptive Behavior interferes with the living community or learning environment. Your prompt to report often reflects your frustration with a student's inability to adhere to generally accepted expectations.
  - Source of concern: HOW THEY ACT
- Disturbing Behavior may not be disruptive, but it creates another kind of concern. Your prompt to report often reflects your unease, confusion, or discomfort with a student's actions, thoughts, or feelings.
  - Source of concern: HOW YOU FEEL
- Distressed Behavior reflects the student's impaired emotional well-being. Your prompt to report is when a student either appears to be struggling emotionally or discloses his/her personal struggle.
  - Source of concern: HOW THEY FEEL
- Link to the BIT referral form – '[REPORT IT](#)'

## **G. Reporting a Crime**

Campus Public Safety – [How to report a crime](#)

## **H. Anonymous Reporting**

Anonymous reports made by anyone will be investigated in the same manner as any report.

## **I. Responsibility to Respond**

If an incident involves conduct or behavior of a student, employee or visitor that is regulated or enforced by a more specific applicable University policy (i.e. Student Conduct Code or Employee Personnel Policy), municipal, state or federal law, appropriate action shall be taken by the University office or department responsible for handling such matters in conjunction with the Behavior Intervention Team guidelines and procedures.

- See [BIT Procedure Guide](#)

## **J. Responsibility to Review and Implement**

The following University offices and departments shall be responsible for the review, implementation, and enforcement of this plan:

- CEOT
- CPS
- Emergency Preparedness Department oversees the bi-annual review process.

## **K. Campus Violence Prevention Committee**

The Campus Violence Prevention Committee is the CEOT. This is a multi-disciplinary Aurora University team.

## **L. Preventive Measures and Programs**

The CEOT works with all departments to implement the prevention plan to prevent, deter, and address violence and threats of violence on the University campus. The following is an overview of the main departments involved in the prevention, mitigation, response, and recovery:

- [Campus Public Safety](#) (CPS) – The University maintains a full-time law enforcement agency ("Campus Public Safety") on campus to protect and serve the campus community on a 24-hour basis. Campus Public Safety has a workforce with full-time and part-time sworn police officers (armed) and full and part-time non-sworn officers (unarmed) who are responsible for providing law enforcement services to Aurora University campuses.
- Emergency Preparedness - Emergency Management for the University is a function of Campus Operations. The Director of Emergency Preparedness is responsible for creating and maintaining an all-hazard University response plan for the CEOT to carry out in the event of a large-scale emergency, coordinate training scenarios, exercises, and guidelines for emergency preparedness and operations.
- Mental and Physical Health - The University has a Wellness Center comprised of Health Services and Counseling Services to support and implement positive physical/mental health practices.

## **M. Internal University Policies and Procedures**

The following policies are in place to prevent, address and resolve issues of violence and safety at Aurora University:

- Workplace Violence Policy
- Discrimination, Sexual Misconduct, and Interpersonal Violence Policy
- Title IX Sexual Harassment Policy
- Equal Employment Opportunity and Diversity Statement
- Standards of Performance and Conduct
- Student Code of Conduct (A-book)
- Alcohol and Drug Free Workplace
- Whistle Blower Policy
- Campus Emergency Operation Plan
- Crisis Management Plan
- Safety and Emergency Procedures
- Campus Violence Prevention Plan

## **N. Federal and State laws and regulations**

The following federal and State laws provide regulatory compliance regarding issues of campus safety and violence at public institutions of higher education:

- The Federal Student Right to Know and Campus Security Act (Clery)
- Federal Safety and Drug Free Schools and Communities Act
- Federal Drug Free Workplace Act of 1988

- Higher Education Act of 1998
- Higher Education Opportunity Act
- Uniform Crime Reporting (Both State and Federal)
- Federal and State Alcohol, Drug and Weapon Laws
- Title IX of the Educational Amendment Law
- Violence Against Women Act (VAWA)
- Illinois Campus Security Act
- Illinois Campus Security Enhancement Act
- Illinois Victims of Trafficking and Violence Prevention Act of 2000 (Sex Offender)
- Illinois Preventing Sexual Violence in Higher Education Act
- Illinois Fire Sprinkler Dormitory Act
- Illinois Campus Demonstrations Act
- Illinois Meningitis Information Law
- Illinois Firearm Owners Identification Card Act
- Illinois Mental Health and Developmental Disabilities and Confidentiality Act

**O. Record of Changes**

When making changes to this document, the follow these steps:

- 1) The Director of Emergency Preparedness shall be responsible for incorporating any changes and documenting them on this chart.
- 2) Update bi-annually.

Change Number	Date Entered	Pages or Sections Changed	Entered By
2022	6/2022	The CEOT reviewed the full document and revised all section from the original completed in 2018	Murray Snow
2022-1	9/1/2022	Final document mark-ups resolved and sent for web publication.	Murray Snow