

Midwestern
Career
College

www.mccollege.edu



2015

Annual Security Report

Chicago | Naperville | Blue Island

JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT (CLERY ACT), AS AMENDED BY THE VIOLENCE AGAINST WOMEN REAUTHORIZATION ACT OF 2013

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (or The Clery Act) is a federal statute that requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses. Midwestern Career College (MCC) is committed to assisting all members of the MCC community in providing for their own safety and security. The Annual Safety and Security Information Report is available at <http://mcccollege.edu/consumer-information/>.

The MCC Campus Annual Security Report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by MCC Colleges campuses and on public property within or immediately adjacent to and accessible from the campus.

The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault and other matters.

A copy of MCC's Safety & Security Information Report is available upon request and can be obtained at the campus Front Desk or requested to be mailed by calling (312) 236-9000.

[Click here to view the full report.](#)

Additional information regarding general Clery compliance information can be found at:

<http://www2.ed.gov/admins/lead/safety/campus.html>

Policy for Reporting the annual disclosure of crime statistics

The Compliance Coordinator prepares this report annually to comply with the Jeanne Cleary Disclosure of the Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the Chicago, Naperville, and Blue Island Police Departments surrounding MCC's leased properties.

Campus crime, arrest, and referral statistics include those reported to the designated officials of the administration office.

College faculty, staff, enrolled, and prospective students may obtain a copy by request at the campus Front Desk, requested to be mailed by calling (312) 236-9000, or by accessing the Consumer Information link on MCC's website under <http://mccollege.edu/consumer-information/>.

Reporting of Criminal Actions or Emergencies

To report a life-threatening emergency, if possible dial 911; or if not possible, report in person to the closest staff or faculty member. To report other crimes or situations in person, contact MCC by telephone, or contact the front desk at (312) 236-9000.

Students, faculty, staff, alumni and visitors are encouraged to report all crimes and public safety related incidents to:

Chicago Main Campus (312) 236-9000
Christina Rosiello, Operations Manager

Classroom Extension - Naperville (630) 536-8679
Jannet Castro, Naperville Programs Coordinator

Classroom Extension - Blue Island (708) 926-9470
LaToya Woods, Blue Island Programs Coordinator

Confidential Reporting

If you are a victim and do not want to pursue action within MCC's system or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Student Services department can file a report about the incident without revealing your identity. The purpose of the confidential report is to comply with your request to keep the incident confidential while ensuring safety of yourself and others. Crimes are encouraged to be reported to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices (Security Alerts) to the MCC community, when appropriate.

Timely Warnings

In the event that a situation arises, either on or off campus, that, in the judgment of the Academic Effectiveness Manager, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued by phone and email communication to students, faculty, and staff.

Security of and Access to Campus Facilities

Most campus locations and facilities are accessible to members of MCC community and both guests and visitors during published hours of operation on Monday-Friday and for limited designated hours on Saturday and Sunday. This excludes most holidays.

During evening hours and weekends, the building security at the Chicago location requires a photo ID to enter into the building. Visitors and guests to the school are cleared by the security reception staff.

For the classroom extensions in Blue Island and Naperville, appointments are preferred; however, walk-ins are accepted during the published business hours specified in the College Catalog.

Crime Prevention Programs

Midwestern Career College is determined to ensure safety of its students, faculty, staff, and visitors. We believe the best way to prevent a crime is through proper education. In order to maintain a safe environment, everyone is encouraged to take responsibility of their own security and security of others. MCC has implemented the following Crime Prevention Programs:

- New Program Orientation - Security Awareness and Crime Prevention Policy is presented to the orientation newly enrolled students;
- Security Cameras - Security cameras available in all campuses record videos on a 24/7 basis;
- Security Alert - In the event that the threat situation arises, an announcement of Security Alert will be distributed in all campuses by phone and email communication.

Campus Law Enforcement Policy

At the Chicago location, the college staff notifies the building security of any criminal and/or suspicious activity, while Naperville and Blue Island classroom extensions call the local police.

College Policies Concerning Campus Security

MCC has a zero tolerance policy towards all crimes including but not limited to the crimes listed in the MCC's Campus Security report. College's staff is instructed to call the local police by dialing "911" to immediately report any criminal and/or suspicious activities. Details on disciplinary policies are listed in the College Catalog and Student Handbook. College Catalog is provided to all registered and prospective students as well as to the general public upon request

Crime Statistics

A. Statistics

The administration of MCC is committed to keeping the campus community informed as part of increasing the community's crime and security awareness. In compliance with the Federal Crime Awareness and Campus Security Act of 1990 (re-named the "Clery Act"), statistics are provided in this report for the years 2012, 2013 and 2014. The statistics represent total numbers reported for both the general public and the College community. It is important to note that although a crime might appear in a particular category, it may not involve a member of the College community but rather a member of the general public. Crime statistics do not include crimes that occur in businesses or buildings located adjacent to the College.

B. Categories Reported

On-Campus Property - Defined as: (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and (2) Any building or property that is within or reasonably contiguous to the area identified in (1) above, that is

owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes.

Non-Campus Property - Defined as: (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public Property - Defined as: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.

Hate Crime Reporting

The Clery Act imposes complex reporting requirements for incidents that involve hate crimes. A hate crime is defined as a crime that manifests evidence that the perpetrator intentionally selected the victim because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability. For crimes of this type, incidents must be identified by category of prejudice, within the four geographical reporting areas, and by the specified crime reporting categories for the type of crime involved. Although many institutions may find they do not have any hate crimes to report, it is important to follow the letter of the law and either report zeros for these categories or note prominently that "no hate crimes were reported."

C. Crime Definitions

Sex Offenses, Forcible - Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

- **Forcible Rape** - The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Forcible Sodomy** - Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Sexual Assault with an Object** - The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Forcible Fondling** - The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses, Non-Forcible - Unlawful, non-forcible sexual intercourse.

- **Incest** - Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** - non-forcible sexual intercourse with a person who is under the statutory age of consent.

Murder/Non-Negligent Manslaughter - The willful (non-negligent) killing of one human being by another.

Manslaughter by Negligence - The killing of another person through gross negligence.

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

Aggravated Assault - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

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

Motor Vehicle Theft - The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned - including joyriding.)

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

Liquor Law Violations - The violation of laws or ordinances prohibiting: the manufacture, sale, 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.)

Drug Abuse Violations - Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Weapons 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; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Chicago, Naperville, and Blue Island locations

Offense	Location	Chicago Campus			Naperville Location			Blue Island Location		
	Category	2012 Total	2013 Total	2014 Total	2012 Total	2013 Total	2014 Total	2012 Total	2013 Total	2014 Total
MURDER / NON-NEGLIGENT MANSLAUGHTER	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

	Public Property	0	0	0	0	0	0	0	0	0
SEX OFFENSES, FORCIBLE	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	1	0	0	0	0	0	0
SEX OFFENSES, NON-FORCIBLE	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	0	0	0	1	0	0	0
ROBBERY	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	3	0	0	0	0	0	0
AGGRAVATED ASSAULT	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	3	0	0	0	0	0	0
BURGLARY	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	4	0	1	7	0	0	1
MOTOR VEHICLE THEFT	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	1	0	0	0	0	0	0
ARSON	On-campus	0	0	0	0	0	0	0	0	0

	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	0	0	0	0	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	0	0	0	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	On-campus	0	2	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	0	0	0	0	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	0	0	0	1	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	0	0	0	0	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	0	0	0	1	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

	Public Property	0	0	0	0	0	0	0	0	0
DATING AND DOMESTIC VIOLENCE	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	6	0	0	0	0	0	0
STALKING (CURRENT/FORMER ROMANTIC OR INTIMATE PARTNER)	On-campus	0	0	0	0	0	0	0	0	0
	Student Housing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Non-campus	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Public Property	0	0	0	0	0	0	0	0	0

- **2014 No hate crimes reported in Chicago, Naperville, and Blue Island locations**
- **2013 No hate crimes reported in Chicago, Naperville, and Blue Island locations**
- **2012 No hate crimes reported in Chicago, Naperville, and Blue Island locations**

Incident (Crime) Log

As mandated by the Clery Act, Midwestern Career College maintains an Incident (Crime) log in which all crime incidents are recorded.

Clery Act requirements for inclusion in this log are:

- The nature of the reported incident
- The date and time the incident occurred
- The date and time the incident was reported
- The location of the incident
- If known, the disposition of the incident

The log is available upon request at the front desk of the Chicago campus for review during the hours of operation.

Weapons Policy

MCC's weapons policy follows the Illinois Penal Code in prohibiting the carrying or possession of any type of firearm, illegal knife, club or any other weapon, concealed or not, on the physical premises or in a passenger transportation vehicle of an educational institution. This includes any area of the College or off-site College premises, or any grounds or building where an activity sponsored by the College is being conducted, all College parking lots or any College vehicle, or the site of any College related activities. To do so constitutes a third degree felony even though the offending party may be licensed under Illinois concealed handgun law. This applies to all constituents of the College, whether student, faculty, staff, vendor, applicant or any other category of visitor. The only exception would be any law enforcement officer or government agent, whether in or out of uniform, whether on or off duty, who is required to carry a weapon as a matter of complying with the regulations of the agency by which employed.

The College prohibits employees from placing personal locks on College property. The College reserves the right to conduct a search of an employee, an employee's work area, an employee's personal items, or any vehicle in the possession or subject to the control of the employee to determine whether or not a weapon prohibited by the policy is present. Such a search includes, but is not limited to a visual inspection, a physical search, and/or the use of a metal detector. Failure to comply with the College's request to conduct a search as specified above may result in the termination of employment.

Tobacco Policy

In keeping with the college's intent to provide a safe and healthful work environment, the use of tobacco products on and around college campus is prohibited.

Drug and Alcohol Related Policies

Drug and Alcohol Abuse Policy Statement and Drug Free Workplace/Communities Policy Statement

Consistent with its mission as an institution of higher education, Midwestern Career College (MCC) is committed to educating students, faculty, and staff on the dangers of alcohol and drug abuse, and to maintaining an environment in which such behavior is prohibited.

Annual Distribution to Students and Employees

Although the Drug and Alcohol policy is included on the school website <http://www.mccollege.edu/> and the catalog, the CEO shall ensure that an email notification (Consumer Information Disclosure) is provided annually to all students and employees. The Disclosure will include the exact URL of the on-line Drug and Alcohol policy.

Standards of Conduct

While on campus or at any school-sponsored event, faculty, staff, and students may not possess, use, deliver, sell, or distribute any illegally controlled substance. Further, faculty, staff, and students may not possess or consume alcoholic beverages on school property or at school-sponsored events, nor be present on school property or at school-sponsored events while visibly under the influence of alcohol or illegal substances.

Penalties/Disciplinary Actions

Persons who violate this policy will be subject to disciplinary action by the school, with penalties up to and including the termination of enrollment/employment (dismissal). Individuals will also be subject to penalties and sanctions imposed by local, state, and federal laws. Students should be aware that substance abuse carries legal consequences, which may include imprisonment, fines, and/or loss of property. The drug abuse statutes for Illinois can be found at the following links:

- Illinois Controlled Substances Laws:
<http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=1941&ChapterID=53>
- Illinois Laws Regarding Possession of Alcohol by Person Under 21 Years of Age:
<https://www.illinois.gov/ilcc/Education/Pages/Under21Laws.aspx>

Dangers of Addiction and Substance Abuse

All students should be aware that substance abuse causes serious health risks, including altered moods, altered behavior, sleep disorders, distorted senses, and permanent damage to the liver, heart, and central nervous system.

More information about addiction and the health risks of substance abuse can found at the following links:

- National Institutes of Health - Facts about Addiction:
<https://www.addiction.com/a-z/national-institutes-of-health/>
- National Institutes of Health - The Drugs of Addiction:
<https://www.drugabuse.gov/>
- Illinois Department of Human Services Alcoholism and Addiction Services:
<https://lifecenter.ric.org/index.php?tray=CONTENTPrintLarge&cid=649>

Rehabilitation

MCC will encourage and assist employees with chemical dependencies to seek self-help or professional treatment, and will provide students with information about local agencies and community resources to assist persons with dependency problems. There are local government and charitable agencies and resources available to assist individuals with dependency issues:

Some of these resources can be found at the following link:

- <http://treatmentcenters.com/local/illinois/>

Enforcement

All student disciplinary enforcement under this policy shall be at the discretion of the CEO and shall be based upon the severity of the offense and the actions of the student with regard to the incident. Employee disciplinary enforcement under this policy shall also be at the discretion of the CEO. MCC management shall be the sole judge of the sufficiency of evidence in such matters.

Disciplinary and administrative decisions regarding this policy shall be made in a manner consistent with applicable law. MCC reserves the right to make referrals to law enforcement authorities, and may permit law enforcement officials to conduct searches of MCC's facilities at any time.

Drug and Alcohol Abuse Policy Statement and Drug Free Workplace/Communities Policy Statement

MCC is committed to preventing the abuse and illegal use of drugs and alcohol by its students. The college prohibits illegal use of drugs and alcohol on or around the college campus or as part of activities sponsored by the college. Under this policy, the possession and/or consumption of beer or other alcoholic beverages is not allowed on or around the college campus. All students must abide by this policy as a condition of enrollment. Continued enrollment following receipt of this policy constitutes acceptance of this policy by the student.

The following policy is established in compliance with both the Drug-Free Work Place Act and the Drug-Free Schools and Communities Act:

- The College strictly prohibits the unlawful manufacture, distribution, dispensation, possession or use of illegal drugs and alcohol in the work place, on or around the college campus or as a part of college-sponsored activities. Violations of applicable local, state, and federal laws may subject a student to a variety of legal sanctions, including, but not limited to fines, incarceration, and/or community service requirements
- The College will impose disciplinary sanctions on students and may administratively withdraw from classes those who violate this policy. This policy shall be interpreted consistently with the Drug-Free Work Place Act and the Drug-Free Schools and Communities Act.

Anti-Harassment, Including Sexual Harassment Policy

All students and all employees have a right to work in an environment free of verbal or physical harassment that is based on race, religion, color, ancestry, age, sex, national origin, citizenship, pregnancy, marital status, sexual orientation or sexual preference, unfavorable military discharge, military status, arrest record, disability, or any other legally protected characteristic. In keeping with this commitment, Midwestern Career College will not tolerate harassment of any student by anyone, including any employee, manager, co-worker, vendor, or student based on any of these legally protected characteristics. Activities of this nature are unlawful and serve no legitimate purpose; they have a disruptive effect on the ability to perform academically, and they undermine the integrity of the College. Any discriminatory or harassing conduct or interference with the investigation of an alleged incident of discrimination or harassment will result in disciplinary action, up to and including termination. Sexual harassment is not permitted at MCC. Sexual harassment includes but is not limited to the following wrongful conduct:

1. Unwelcome sexual advances, gestures, and requests for sexual acts or favors or other verbal or physical conduct of a sexual nature.
2. Any statement or implication that an individual's submission to or rejection of such sexual conduct could be used as a condition of employment/enrollment or as the basis for any employment/enrollment decision affecting such individual.
3. Any conduct, whether physical or verbal, which has the purpose or the effect of substantially interfering with an individual's academic performance or creating an intimidating, hostile, or offensive learning environment. This includes, but is not limited to: slurs, jokes, or degrading comments of a sexual nature; offensive sexual flirtation, sexual advances, gestures, or propositions; abuse of a sexual nature; graphic verbal comments about an individual's body; sexual innuendo or suggestive comments; sexually oriented "kidding" or "teasing"; unwanted physical touching, including patting or pinching another's body; the display of sexually suggestive printed or visual materials, clothing, objects, or pictures; and sexually suggestive, provocative, or lewd exposure or touching of one's self while at the College.

Every student must avoid any conduct that reasonably could be interpreted as discrimination or harassment under this policy, even if such conduct was not intended to be offensive. Conversely, students are expected and encouraged to inform campus authorities whenever conduct is unwelcome, offensive, or in poor taste. Only through such open communication MCC can maintain the type of academic environment where everyone has an equal opportunity to flourish.

Examples of Sexual Harassment in Higher Education

- A professor who continually makes jokes of a sexual nature in the classroom;
- A registration advisor who tells a student he or she might be able to get into a class if the student dates the advisor;
- An admissions officer who tells a prospective student that the advisor will put in a “good word” for the prospective student if he or she dates the advisor;
- A financial assistance advisor who tells a student that “if you have sex with me, I can look out for scholarships for you;”
- A teaching assistant who promises a student a better grade if the student does not resist any inappropriate touching or sexual advances.

Protection Against Retaliation

It is also unlawful for a teacher or professor, or for the college or university to retaliate against a student because the student reported sexual harassment, participated in an investigation of sexual harassment, or because the student filed a charge of discrimination with the Illinois Department of Human Rights.

What to Do:

Any student who believes he or she is being subjected to sexual harassment or retaliated against should contact the Illinois Department of Human Rights for further information or to file a charge. Students may contact the Department by calling the Department at 312-814-6200 (Chicago) or 217-785-5100 (Springfield), 866-740-3953 (TTY); or by visiting the Department’s website at www.illinois.gov/dhr. Any charge alleging sexual harassment in higher education must be filed within 180 days of the alleged incident(s).

Charge forms are available on the Department’s website at the following link:

<http://www.illinois.gov/dhr/FilingCharge/Pages/default.aspx>

To report any types of harassment, please contact Ms. LaToya Woods at (708) 926-9470.

Workplace Hazards

The college is committed to create and maintain a safe learning environment. The college administration, faculty and staff conduct periodic inspections of the college campus to identify and evaluate workplace hazards and unsafe work practices. Means of correcting discovered hazards and/or protecting individuals from the hazards are determined and implemented promptly. The college encourages employees and students to report health and safety hazards to the management. Employees and students will not be discriminated against in any manner for bona fide reporting of health and safety hazards to the administration.

Crime Incident Report Form

This form should be completed by those individuals identified as “campus security authorities” who are required to report information they receive about specified crimes (described below) pursuant to the federal Clery Act. The information collected from these forms will be used to prepare a compilation of statistical crime information that will be included in the campus’ Annual Security Report. It is the policy of the MCC to ensure that victims and witnesses to crime are aware of their right to report criminal acts to the police, and to report college policy violations to the appropriate office (e.g., student conduct violations to the Administration Office). However, if a reporting person requests anonymity, this request must be honored to the extent permitted by law. Accordingly, no information should be included on this form that would personally identify the victim without his/her consent. MCC Student Services Department will use this form to determine the category of crime and location under which the crime should be reported according to the requirements of the Clery Act.

Please forward this completed form via email: studentaffairs@mccollge.edu or fax (312) 277-1007.

Person Receiving Report: _____ Phone Number: _____

Report completed by:

_____ Victim
_____ Third Party (*Relationship to the victim:* _____)

Date of Incident: _____ **Time of Incident:** _____

Description the incident

Location of Incident (please be specific- campus/classroom location)

The location where this incident occurred was:

- _____ On campus
- _____ Off-campus affiliated property (owned, controlled, or affiliated with the campus; e.g., leased property, student co-op)
- _____ Off-campus public property immediately adjacent to campus
- _____ Off-campus, NOT affiliated with or NOT adjacent to campus
- _____ Unknown

Sex Offenses

Examples of sex offenses are rape, sodomy, sexual assault with an object, fondling, incest, and statutory rape.

_____ Yes _____ No Was this crime a sexual offense?
_____ Yes _____ No If yes, were the victim and the assailant acquainted?

If yes, describe relationship: _____

If yes (victim and assailant acquainted), were either the victim or the assailant under the influence of alcohol or drugs?

Victim: _____ No Yes, alcohol _____ Yes, drugs _____
Assailant: _____ No Yes, alcohol _____ Yes, drugs _____

Hate Crimes

Hate crime information is required to be reported for each of the following crimes (criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, and arson) and for any other crime involving bodily injury.

_____ Yes _____ No Was this incident motivated by hate or bias?

If yes, identify the category of prejudice:

- _____ Race
- _____ Ethnicity
- _____ National Origin
- _____ Religion
- _____ Disability
- _____ Sexual Orientation

If yes, provide a brief explanation of the determination: _____

Alcohol, Drug and Weapons Law Violations

Check all that apply: _____ Alcohol _____ Drugs _____ Weapon(s) Describe: _____

Other Notes:

Number of individuals arrested or referred for campus disciplinary action:

_____ Arrested

_____ Referrals

_____ Referred for campus disciplinary action?

_____ Referred to the police?

Community Resources

The following contains a number of resources to assist a student, faculty, staff, or visitor with difficult to crisis-level situations.

Alcoholics Anonymous	(800) 371-1475
Chicago Alliance Against Sexual Exploitation	(773) 244-2230
IL Department of Child and Family Services	(800) 252-2873
Domestic Violence Hotline	(800) 603-4357
Suicide Prevention Hotline	(312) 926-8100
Narcotics Anonymous	(708) 848-4884
American Association of Poison Control Center	(800) 222-1222

Campus Safety Contacts

If possible, it is always best to contact the following parties in the event of an emergency

Police and Fire	911
CC Chicago Campus	(312) 236-9000
Civic Opera Hours Lobby Security Desk	(312) 629-5025
Precinct 1st District Headquarters	(312) 745-4290
Chicago Central Dispatch Fire Department	(312) 746-9112
Northwestern Hospital	(312) 926-2000
Blue Island Extension Location	(708) 926-9470
Building Owner	(708) 385-6773
Blue Island Police Department	(708) 597-8601
Blue Island Dispatch Fire Department	(708) 396-7071
Metro South Hospital	(708) 597-2000
Naperville Extension Location	(630) 536-8679
Property Management Office	(630) 369-8638
Naperville Police Department	(630) 420-6666
Naperville Dispatch Fire Department	(630) 420-6666
Edwards Hospital	(630) 926-2000