

## **Safety Precautions**

A successful campus safety program requires the cooperation, involvement, and support of students and employees. Individuals can follow some simple guidelines in order to remove opportunities for crimes to occur.

- ✓ Travel/park in well-lit areas.
- ✓ Avoid traveling alone; use the buddy system.
- ✓ Be alert and aware of your surroundings.
- ✓ Trust your instincts when something feels wrong.
- ✓ Report suspicious, threatening, or alarming activities or behaviors.
- ✓ Keep doors and windows locked at all times; keep valuables in the trunk of your vehicle.
- ✓ Do not leave belongings unattended.
- ✓ Protect access and security codes.
- ✓ Always tell someone where you're going and when you'll return.
- ✓ Don't drink and drive; designate a driver.
- ✓ Don't be afraid to reach out to someone on campus to help you.
- ✓ Be sure to sign-up for emergency alerts at [iecc.edu/safety](http://iecc.edu/safety).
- ✓ Familiarize yourself with evacuation and shelter maps posted in all classrooms and office areas in various public locations and with the Emergency Procedures posted at [www.iecc.edu/emergencyprocedures](http://www.iecc.edu/emergencyprocedures).

**In case of emergency, dial 911.**

## **Prevention Initiatives**

**Violence Prevention Plan.** This plan outlines IECC's violence prevention strategies, including the formation and implementation of a Threat Assessment and Behavioral Intervention Team (TABIT) with representatives from each IECC campus and the District Office. To report any type of threatening behavior, a student can complete a Behavioral Incident Report form at [www.iecc.edu/violenceprevention](http://www.iecc.edu/violenceprevention).

**Identity Theft Prevention.** Identity theft occurs when someone wrongly obtains your personal information, such as your Social Security number or driver's license number, and uses that information to secure services in your name. Tips for preventing identity theft can be found at [www.iecc.edu/idtheft](http://www.iecc.edu/idtheft).

**Preventing Sexual Misconduct.** IECC is committed to preventing and responding to incidents of sex-based misconduct, including sexual- or gender-based discrimination or harassment, domestic violence, dating violence, sexual violence, or stalking.

IECC's Preventing Sexual Misconduct Policy and Procedure (100.31) outline the standards of conduct for all members of the college community and investigative procedures for incidents of Sexual Misconduct. To report any type of Sexual Misconduct, or for a complete list of resources, visit [www.iecc.edu/titleix](http://www.iecc.edu/titleix) or contact the IECC Title IX Coordinator.



## **Illinois Eastern Community Colleges**

Frontier Community College

Lincoln Trail College

Olney Central College

Wabash Valley College

## **Campus Safety and Security**

Illinois Eastern Community Colleges (IECC) is committed to providing a safe and secure college community. Policies and procedures have been developed to ensure precautionary measures are taken to protect persons and property. It's important that you be proactive as well. Preventive efforts on your part can reduce your chances of becoming a victim. The information in this brochure assists in promoting awareness of safety-related information at IECC that has been compiled with your safety in mind.

Everyone is encouraged to visit [www.iecc.edu/safety](http://www.iecc.edu/safety) where applicable policies, procedures, programs, tips, and more are available.

*Our mission is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.*

**Reporting Crimes.** Incidents of criminal activity occurring at any IECC-sponsored class or event (on or off IECC property) should be reported immediately to the Chancellor at the District Office or to a Campus President:

**Frontier Community**

Dr. Sharmila Kakac  
Richard L. Mason Bldg.  
Fairfield, IL 62837  
(618) 842-3711

**Lincoln Trail**

Mrs. Tona Ambrose  
Williams Hall  
Robinson, IL 62454  
(618) 544-8657

**Olney Central**

Mr. Chris Simpson  
Wattleworth Hall  
Olney, IL 62450  
(618) 395-7777

**Wabash Valley**

Dr. Matt Fowler  
Foundation Bldg.  
Mt. Carmel, IL 62863  
(618) 262-8641

**District Office**

Dr. Timothy Taylor  
233 East Chestnut Street  
Olney, IL 62450  
(618) 393-2982

Alternately, reports may be provided to any Campus Security Authority (CSA). Employees who serve as CSAs at each campus: Assistant to the President, Dean of Instruction, Assistant to the Dean of Instruction, Athletic Director, Athletic Coaches, Student Organization Advisors, Title IX Coordinator, Sexual Misconduct Investigators, and Members of the Threat Assessment and Behavioral Intervention Team (TABIT).

After hours, when IECC personnel are not available, criminal activity should be reported to the appropriate law enforcement agency.

**Timely Warning Notices.** When a crime is reported that poses a serious or continuing threat to the college community, a Timely Warning notice

will be distributed using an Emergency Alert system. Direct notifications will be sent via email and text, and a message will be posted on the student/employee portal.

**Emergency Preparedness.** IECC maintains a coordinated emergency management framework to protect the health, safety, and welfare of the college community. Each campus has a Campus Emergency Management Team that meets regularly to identify and assess safety concerns, review emergency procedures, and promote campus readiness. Safety drills are conducted annually.

Emergency procedures are widely communicated and available at [www.iecc.edu/emergencyprocedures](http://www.iecc.edu/emergencyprocedures). The procedures provide guidance on appropriate actions to take in a variety of emergency situations.

Administration is responsible for maintaining campus Crisis Management Plans that provide guidance for responding to catastrophic events.

In the same manner Timely Warning Notices are distributed, IECC will issue Emergency Alerts, within minutes, whenever a significant emergency or dangerous situation is expected or has occurred. Emergency Alerts will include instructions for taking appropriate actions. Anyone may sign up for emergency alerts at [www.iecc.edu/alerts](http://www.iecc.edu/alerts).

**Security, Access, and Maintenance of Campus Facilities.** IECC personnel are responsible for the security, access, and maintenance of all college buildings and grounds. Lighting, landscaping, and other safety-related aspects of the campuses

are continually monitored, maintained, and repaired. Each campus is routinely patrolled by local law enforcement agencies to evaluate and monitor security-related matters.

**Weapons, Drugs and Alcohol.** The possession and/or use of weapons on IECC property is strictly prohibited. Exceptions, with further details provided within the Weapons and Concealed Firearms Policy (100.28), include possession for instructional/research purposes, possession by law enforcement, and concealed firearms in a parking lot.

The possession, use, and sale of alcoholic beverages or illegal drugs by anyone while participating in IECC classes, programs, services, and other activities and events is strictly prohibited. The Alcohol-free/Drug-free Campus Policy (100.9) provides additional information on the prohibition of alcohol and drug use on IECC campuses. Violators will be reported to local law enforcement agencies and can face immediate expulsion or dismissal from IECC. Learn more at [www.iecc.edu/drugfree](http://www.iecc.edu/drugfree).

**Annual Security Report.** The IECC Annual Security Report, published in compliance with the *Jeanne Clery Campus Safety Act*, is intended to inform all current and prospective students and employees of the District's safety and security program. For the complete report, go to [www.iecc.edu/annualsecurityreport](http://www.iecc.edu/annualsecurityreport) or request a hard copy from the Student Services Office at any of the campuses, or from Human Resources at the District Office.