



## Illinois Central College Police Department

To: All ICC Employees

From: ICC Police Chief

Subject: Campus Security Authorities

ICC is required to make an annual notification to employees regarding "Campus Security Authorities", as defined by the federal Department of Education. Campus Security Authorities include *any employee of the college who has significant responsibility for student and campus activities outside the classroom*. They are required to report to police any knowledge or information regarding particular crimes (listed later in this document).

Examples of Campus Security Authorities include, but are not limited to,

- Deans of Students
- Employees who oversee student housing or a student center
- Athletics Director or athletic team coach or assistant
- Faculty advisor to a student group or an advisor of extracurricular activities
- Health Care Professional, Student Counselor/Advisor, Victim Advocate or Sexual Assault Response Team member

Examples of employees who would not meet the criteria for being Campus Security Authorities include:

- A faculty member who does not have any responsibility for student and campus activity beyond the classroom
- Clerical or Cafeteria staff
- Facilities or Maintenance staff

All Campus Security Authorities are required to immediately report to the ICC Police Department any crime they observe or have knowledge of which is on the list below. This applies to crimes on any college campus, any public property adjacent to campus and at locations where other college activities are taking place. The crimes Campus Security Authorities are mandated to report include:

- Homicide
- Negligent Manslaughter
- Sex Offenses
- Robbery
- Aggravated Assault/Battery

- Burglary
- Motor Vehicle Theft
- Arson
- Dating or Domestic Violence
- Stalking
- Hate Crimes
- Weapon, drug or liquor law violations

Please do not investigate a crime or attempt to determine if a crime definitely took place. Simply make a report to the ICC Police Department. If you are in doubt as to whether to report a crime, err on the side of caution by reporting the information.

If you have any questions, contact the Campus Police Chief at extension 5225. Thank you for your assistance in fulfilling these federal requirements.