

Campus Safety: A Shared Responsibility



NORTHWESTERN
UNIVERSITY

Northwestern University
University Police
1819 Hinman Avenue
Evanston, Illinois 60208-1320

EVANSTON / CHICAGO, ILLINOIS

Introduction

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. Northwestern University is committed to keeping its Evanston and Chicago campuses safe and secure for students, faculty, and staff. An important part of that effort is educating you about safety awareness and University policies and resources related to your safety. Safety is a shared responsibility. We rely on every community member to contribute to safety and security on campus by reporting crime and suspicious activities in a timely manner and using common sense when going about daily activities. We hope that you will use the information to help foster a safe environment for yourself and others.

In relation to the Clery Act, the Northwestern University Police Department is responsible for preparing and distributing this pamphlet. We work with a number of other University departments and agencies, such as Student Affairs, University Relations, the Office of the General Counsel, and the Chicago and Evanston Police Departments, to compile this information. Since Northwestern students, faculty and staff members may at times be on either campus, information and statistics concerning both the Chicago and Evanston campuses are included.

Data Collection / Publication

As required by the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act, crime, arrest and student disciplinary referral data is requested from various sources including the Evanston and Chicago Police Departments (crime data) and University Campus Security Authorities (crime and referral data). As statistics are available from these sources, they are then reported in this pamphlet and on-line on the Northwestern University Police and U.S. Department of Education web sites. University community members, via a campus wide e-mail, are notified of the availability of the pamphlet and related web address where it can be accessed (<http://www.northwestern.edu/up/jeanne/jeanne.html>.) Paper copies of this pamphlet are also available from University Police upon request.

The Role of the University Police Department

University Police has primary responsibility for developing and deploying services, programs and strategies for maintaining a reasonably safe campus. Specifically, University Police is responsible for crime prevention, law enforcement, parking control, emergency response, residence hall security, policing of special events, and for various other community services on both the Evanston and Chicago campuses. University Police patrol the campuses on foot, bicycle and vehicle.

University Police 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, and filing criminal charges or referring the matter (as appropriate) to another department. Police operations are supported by a Communications Center which is staffed by trained and certified dispatchers who answer calls for service, dispatch officers and other emergency services to incidents, and monitor CCTV systems, intrusion, fire and environmental alarms.

Northwestern University does not operate any off-campus student housing or officially recognize any off-campus student organizations. However, students live in the neighborhoods surrounding the Northwestern campuses. The Evanston and Chicago Police Departments have primary jurisdiction in all areas off campus, but Northwestern Police Officers can and do respond to student-related incidents that occur in close proximity to campus. If the Evanston or Chicago Police are contacted about criminal activity occurring off campus involving Northwestern students, Evanston or Chicago Police may notify Northwestern University Police. However, there is no official Evanston or Chicago Police Department policy requiring

such notification. Students in these cases may be subject to arrest and University disciplinary procedures.

When a Northwestern student is involved in an off-campus offense, University Police Officers may assist with the investigation in cooperation with local, state, or federal law enforcement. Evanston and Chicago Police Departments may jointly investigate serious on-campus incidents with Northwestern University Police. As appropriate, University Police may assist these Departments in the immediate neighborhood and business areas surrounding the campuses.

University Police Authority

University Police Officers derive their law enforcement authority from State of Illinois statutes (“1110 ILCS 1005 / 0.01 - 3.0” to “1110 ILCS / Private College Act”) and the trustees of Northwestern University. University Police Officers have the same full law enforcement powers and responsibilities under state law as municipal police officers and county sheriffs. They must complete a state approved police academy and firearms training.

Mutual Aid

The Northwestern University Police Department is party to certain mutual aid agreements. These agreements consist of the Agreement for Mutual Cooperation between the Evanston Police Department and the Northwestern University Police Department and the Illinois Law Enforcement Alarm System Mutual Aid Agreement (ILEAS). The Agreement for Mutual Cooperation between the Evanston Police Department and Northwestern University Police Department primarily deals with jurisdictional boundaries and the limits of law enforcement authority of University Police Department police officers in off-campus areas. University Police shall have authority to affect an arrest or execute a search warrant within the agreed jurisdictional boundaries. The University Police Department membership in ILEAS provides for reciprocal service to protect the communities of Illinois in the event of a critical incident. University Police also maintains working relationships with the Chicago Police Department and Illinois State Police.

Crime and Emergency Reporting

All students, employees, and guests are encouraged to promptly report criminal incidents, suspicious activity, and other public safety related emergencies and incidents to University Police. To report emergencies dial 911 from any campus phone. University Police may also be contacted directly via “Blue Light” Police Emergency Phones (call boxes) located throughout both campuses. Incidents may also

be reported in person at the Chicago or Evanston University Police stations. On the Chicago campus a hands free communication system is activated when a person enters the University Police station lobby. This system provides 2-way communication with the Evanston campus University Police Communications Center.

For non-emergencies, contact University Police on either campus by dialing 456 from any campus telephone. Non-emergencies may also be reported by calling (847) 491-3456 (Evanston) or (312) 503-3456 (Chicago). Emergency and non-emergency University Police phone numbers are listed in the online campus phone directory, on the internet (<http://www.northwestern.edu/up/index.html>), the Student Handbook and in various University and University Police publications distributed throughout the school year. A telephone sticker or magnet, which provides University Police phone numbers, is available by calling the non-emergency telephone number.

Campus Security Authorities (CSA)

To further encourage the timely reporting of crimes on campus, the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act identifies and defines Campus Security Authorities (CSA) as University faculty and staff members with “significant responsibility” for students and campus activities. They are campus officials who manage or otherwise oversee student and campus activities. Some examples of CSA’s include University Police staff, deans, directors, department heads, athletic coaches, student group advisors and activities coordinators, community assistants in residence halls, residential life area coordinators, student center officials, and judicial affairs officials. Crimes reported to CSA’s may not have been reported to the Police. This is often the case in incidents of sexual assault. A licensed or certified counselor, who is functioning within that scope at the time a crime is reported, is not considered a CSA and not required to report crimes but is encouraged to review crime reporting options with reporting parties.

The CSA crime report form, definitions sheet and corresponding PowerPoint training resource are available on the University Police website in the Campus Security Authority section at <http://www.northwestern.edu/up/jeanne/jeanne.html>. On a timely basis, CSA’s are required to forward completed CSA crime report forms to the attention of Associate Vice-President of Public Safety and Chief of Police Bruce Lewis at Northwestern University Police, 1819 Hinman Avenue, Evanston, IL 60208. Timely notification of crimes and/or other emergencies by community members to University Police and/or a

CSA will allow Northwestern University personnel the opportunity to review whether or not a Crime/Security Alert should be issued and will assist Northwestern University in maintaining accurate crime data.

Anonymous Reporting

Northwestern University permits victims or witnesses to report crimes to CSA’s on a voluntary, anonymous basis (and includes such anonymous reports in reported crime totals) but encourages individuals who report crime to provide identifying information. The purpose of this type of report is to comply with the reporting party’s wish to keep the matter anonymous, while taking steps to contribute to future campus safety. With such data, the University can maintain accurate records of the number of incidents and determine if there is a pattern of crime with regard to a particular location, method, or offender, and as appropriate alert the community to potential danger. The University Police Department, unless otherwise prescribed by law, does not take anonymous police reports.

Responding to Sexual Assault

Any student or employee who is aware of a sexual assault is encouraged to immediately contact the University Police Department and/or a CSA. Whether or not a sexual assault survivor decides to report an incident to the police, the survivor is encouraged to immediately seek medical treatment and access counseling resources.

Medical Attention

It is important to seek immediate and follow-up medical attention for several reasons. These include assessing and treating any physical injuries, determining the risk of sexually transmitted diseases or pregnancy, and gathering evidence that could aid criminal prosecution. Physical evidence should be collected immediately, ideally within the first 24 hours. It may be collected later than this, but the quality and quantity of the evidence may be diminished. Even if a survivor has not been physically hurt, the medical examination (associated with a reported sexual assault) is strongly recommended to maintain all legal options. After the evidence is collected, it can be stored in case criminal charges are pressed at some later date.

Counseling and Support Resources

Students can talk confidentially about a sexual assault with a University mental health professional at Counseling and Psychological Services (CAPS) / (847) 491-2151. The University Women’s Center / (847) 491-7360 and the Health Promotion and Wellness Department / (847) 491-4618 also serve as sexual assault survivor resources and

provide support services. To access information about sexual assault response options and procedures, visit http://groups.northwestern.edu/senatedocs/news/sexual_assault.pdf. The University resources mentioned above and local law enforcement agencies can provide a list of local sexual assault support resources. University employees can access counseling support through Perspectives, a contracted employee assistance program. To contact Perspectives, call (800) 456-6327. For additional information, visit <http://www.northwestern.edu/hr/benefits/plans/fsap/>.

Notifying University Police

University Police can assist in reviewing options and identifying and facilitating support resources which include: medical attention; legal procedures; University administrative procedures / options; counseling opportunities; and contact with appropriate University and community services. The University Police Department has a written guarantee for sexual assault survivors. This guarantee reflects our concern for survivors and emphasizes sensitivity, privacy and the need for trust and confidence. The primary concern is for the survivor. Visit <http://www.northwestern.edu/up/crime/sexual.html#guarantee> or contact University Police for additional information.

Reporting a sexual assault to the police will assist in gaining information that may lead to the arrest of an offender or aid in the investigation of other assaults. The investigation and prosecution, or discipline, of the suspect may help prevent future assaults. Reporting the incident does not mean a sexual assault survivor is obligated to take the offender to court (i.e., prosecute). In addition to, or instead of, possible criminal prosecution, a student may also choose to pursue a complaint against another University student through the Sexual Assault Hearing and Appeals System (SAHAS).

If you are a victim (survivor) of a sexual assault:

1. Get to a safe place as soon as possible. Following an assault, the primary concern is for the sexual assault survivor's safety. Contact someone you trust to be with you and support you.
2. Seek medical attention as soon as possible to ensure physical well-being.
3. Try to preserve all physical evidence. Do not bathe, shower, or change clothes before seeking medical attention. Preserving evidence is important in later pursuing a criminal or other judicial case.

4. Consider reporting the incident to University Police and/or a CSA who can provide support and identify available resources.
5. Talk with a counselor who will help explain your options and provide relevant information and emotional support. If a student survivor chooses not to go through the legal system and the perpetrator is University affiliated, there are disciplinary and non-disciplinary options available through Northwestern University. A student survivor can discuss these options by contacting the Director of Judicial Affairs at (847) 491-4582.

Sexual Assault Hearing and Appeals System (SAHAS)

Students may file a sexual assault complaint against another Northwestern student through SAHAS. SAHAS provides two different alternatives to resolve such complaints: mediation and hearing. The mediation process will be undertaken only if all parties agree to it. If mediation is not desired, or the complaint is not able to be resolved through mediation, a hearing is scheduled. In a hearing, the complainant and the respondent are entitled to the same opportunities to have others present during the proceeding as representatives and witnesses, and both parties are informed of the hearing outcome in accordance with federal laws. A complete explanation of the SAHAS hearing and appeal process is available in the Student Handbook at www.northwestern.edu/handbook. Possible sanctions in the event of a finding of "in violation" include, but are not limited to, exclusion, suspension, disciplinary probation, and/or conciliatory and educational sanctions, including counseling.

For additional information about SAHAS, or to file a complaint, contact the Office of Judicial Affairs at (847) 491-4582 or visit www.northwestern.edu/judicialaffairs.

Academic and Housing Assistance

Students who allege sexual assault by another student may request to change their academic situations or University housing assignments after the alleged incident if such changes are reasonably available. For additional information, contact the Division of Student Affairs, Dean of Students at (847) 491-8430.

Sexual Response Resources

Local

Evanston Victim Services Program	(847) 866-5000
Northwest Center Against Sexual Assault	(888) 802-8890

Chicago Rape Crisis Hotline	(888) 293-2080
Chicago Metropolitan Women's Services (YWCA)	(312) 372-6600
Center on Halsted (Anti-violence program)	(773) 472-6469

University

Health Service/Health Promotion and Wellness (Sexual Assault Education & Violence Prevention) 24 hour emergency line	(847) 491-4618 (847) 491-8100
Counseling and Psychological Services 24 hour emergency line	(847) 491-2151 (847) 491-8100
Northwestern University Women's Center	(847) 491-7360
Dean of Students Office	(847) 491-8430
Office of Judicial Affairs	(847) 491-4582
Sexual Harassment Prevention Office	(847) 491-3745

Missing Community Member

If a member of the Northwestern community has reason to believe that a student or employee is missing, they must immediately contact Northwestern University Police. Missing person reports can be made via the guidelines outlined in the "Crime and Emergency Reporting" section in this pamphlet.

When making notification, provide as much information as possible regarding the missing person including: a physical description; what they were wearing when last seen; where they were last seen; what physical condition they were in when last seen; if they are driving or have a vehicle and its description; and whom they were with. In addition, report any information you are aware of related to medical or other special conditions.

All possible efforts are made to locate the student/employee to determine his or her state of health and well-being through the collaboration with local law enforcement, Student Affairs (student), affiliated University department (employee) and other resources as available. University Police will immediately notify or follow-up (if report already filed) on the status of the missing person with appropriate law enforcement agencies. Concurrently, University officials will

endeavor to determine the student/employee whereabouts through contact with friends and associates.

Students may designate a confidential emergency contact in the event they are determined to be missing for more than 24 hours. More information about emergency contact information collection practices is available from the University Registrar's office and Student Affairs. Designated emergency contact information will be disclosed only to authorized University personnel, except in cases where the information can be used in furtherance of a missing person investigation in which case information will be released to law enforcement officials.

If located, verification of the student/employee state of health and intention of returning to the campus is made. If a need is identified and as appropriate, a referral will be made to professional counselor(s) and/or medical practitioners. If not located, University Police is required to notify the custodial parent or guardian (student under 18) and/or student/employee missing person designated emergency contact(s) to advise on missing status and determine if they know of the whereabouts of the missing person no later than 24 hours after the time an individual is determined missing. In all cases, University Police will inform any appropriate law enforcement agency that the student/employee is missing no later than 24 hours after the time the individual is determined missing. University administrators and staff will cooperate and assist the investigative agency in all ways prescribed by prevailing law. Upon closure of the investigation, University Police will notify custodial parent/guardian (student under 18), any missing person designated emergency contacts and either the Student Affairs, Dean of Students (student) or the Director of the employee-affiliated Department of the status of the case.

Emergency Preparedness

The ultimate goal of emergency preparedness is to promote community safety, assure continuity of emergency response operations and restore normal University operations and services as quickly as possible following an emergency. The Emergency Response Framework identifies key decision makers and their roles during a campus emergency. The plan established emergency command centers and describes procedures that will be utilized during specifically identified severities of emergency.

Evacuation

Buildings on both campuses have a notification system for emergency evacuation. In most buildings this is a fire alarm system. Some systems sound only an alarm while others give voice evacuation directions

or announcements. Whenever the alarm system sounds and/or voice command for evacuation is sounded, everyone must leave the building or move to a safe location.

It is required of all departments to have an evacuation plan, which explains the emergency systems and evacuation procedures. This document is to be readily available and provide information such as emergency telephone numbers; evacuation personnel duties; designated meeting points; and building information such as whether the building has an automatic sprinkler system, smoke detection, and/or manual alarm pull stations. There is a designated building manager for all buildings on campus who serves as the key contact during an emergency. In high hazard buildings where several departments co-exist, there are Safety Committees to ensure that all departments work together during an emergency evacuation. The building manager is also responsible for coordinating an annual evacuation drill with the Office of Risk Management. The Office of Risk Management provides Evacuation Warden Training to individual departments. Contact the Office of Risk Management at (847) 491-5610 to set up training or for assistance in development of an Evacuation Plan.

Student Affairs distributes the following documents to students residing in University and Greek housing, “Residence Hall Safety Procedures and Rules” (University residence halls / <http://www.northwestern.edu/risk/ressaf.htm>) and “Greek House Safety Procedures and Rules” (Greek / <http://www.northwestern.edu/risk/greeksaf.htm>). The documents contain emergency evacuation and safety procedures for natural disasters.

The University Emergency Response Framework calls upon all employees to be familiar with the Employee Safety Handbook. For additional information on University emergency procedures and safety resources, consult the Handbook at <http://www.northwestern.edu/risk/handbook.htm>. For information on radiation, chemical, and biological laboratory safety and on hazardous chemicals, human blood or other potentially infectious human materials, visit the Office for Research Safety (ORS) web site at <http://www.research.northwestern.edu/ORS/>.

Emergency Notification

Northwestern University has multiple campus-wide emergency notification systems that can rapidly provide mass notification during natural disasters or other emergencies to the Northwestern community.

Connect-ED

In the event of an actual emergency, Northwestern University has contracted with Connect-ED, a company that specializes in mass notification systems. Northwestern is able to rapidly call/send a recorded message, e-mail, and send a text message to the entire campus community. Because Northwestern might need to contact you before you arrive on campus in an urgent emergency situation, it is important that all possible means of contacting you at home and at work are current in the Connect-ED database. For instructions on how University community members can enter or update their Emergency Contact information, visit: http://ses.northwestern.edu/documentation/SC_Maintain_Emergency_Info_Tip_Sheet_v9.pdf (Student) or <http://www.northwestern.edu/hr/hris/selfservice/onlinedirectory/emergencynotification.pdf> (employee). The Connect-Ed system is tested quarterly.

Outdoor Alert System

An outdoor emergency alert system, consisting of roof-mounted speaker arrays, has been installed at several locations on the Evanston main campus and at the athletic complex. The system is used to broadcast brief spoken messages, both pre-recorded and live. The system can make the traditional siren sound used by municipalities to warn of severe weather and also make other emergency tones. The outdoor system is designed to enable the University to communicate with those people who may be outside on campus. It is not expected that messages broadcast via this method will be audible inside buildings on campus. The outdoor alert system is tested monthly. Installation of an outdoor alert system on the Chicago campus is not feasible at this time.

Voicemail / Web Notification

“Breaking News” at <http://www.northwestern.edu/> and a voicemail notification system provide status information to community members during emergencies. The voicemail system can be reached by calling (847) 491-1100 or (312) 503-1100.

Crime/Security Alerts

University Police issues Crime/Security Alerts, in a timely manner, to notify community members about certain crimes and safety issues that pose a serious threat to Northwestern community members. Community members who know of or are advised of the occurrence of a crime or other serious incident should report that incident as soon as possible to University Police and/or a designated CSA so a Crime/Security Alert can be issued, if warranted. Crime/Security Alert

distribution may include email, fax, voice message, text message, web posting and flyer. Alerts are routinely posted on the web on the University home page (in “Breaking News”) and University Police home page (in “Crime/Security Alerts”).

Crime and Crime Prevention

Although Northwestern University works hard to ensure the safety of all individuals within our campus community, students and employees themselves must take responsibility for their own personal safety and property security. The Evanston and Chicago campuses are not sanctuaries from crime. Conditions that encourage criminal activities prevail in highly populated places. Realizing you could be a victim is the first step in self-protection.

Community members are encouraged to visit the University Police web site to access a variety of information on crime prevention, campus safety measures and programming (<http://www.northwestern.edu/up/>). For copies of printed materials or to schedule a safety or crime prevention program, contact University Police. Monthly, University Police publishes and distributes the RAP Sheet. The RAP Sheet provides information on specific crime prevention topics, crime statistics and highlights Department and related University programming. Visit <http://www.northwestern.edu/up/rap/rap.html> to subscribe.

Crime prevention and reporting information can also be found in the Student Handbook. Information about preventing and responding to sexual assault is provided through Health Promotion and Wellness (<http://www.nuhs.northwestern.edu/evanston/ed/Default.aspx>) and University Police (<http://www.northwestern.edu/up/crime/sexual.html>).

Simple, common sense proactive precautions are the most effective means of maintaining property security and personal safety. Students and employees who practice crime prevention can make this special community a safer place to learn, live, and work. The common tenets of crime prevention are straight forward: remain alert and attentive to potential dangers; don't put yourself or your property at risk; and immediately report suspicious incidents / circumstances to the police. A safe and secure campus is everyone's responsibility.

Theft

Theft prevention is the anticipation, recognition, and appraisal of a risk of theft and taking steps to reduce or remove that risk. The techniques outlined in this pamphlet are designed to reduce the opportunity for theft and increase the risk for a would-be thief.

- Lock your office or study area whenever you are absent.
- Secure all valuables out of sight during your absence.
- Don't leave valuables lying around in open areas which are unattended.
- Never leave valuables and property in plain view in a parked vehicle.
- Practice vigilance - watch for and immediately report suspicious activity and behavior. When contacting Police or security provide detailed information.
- Ask unescorted visitors entering your office to identify themselves and whom they are meeting.
- Request identification from persons who wish to repair or remove property.
- Immediately report all criminal incidents to University Police or a designated CSA.

Local Crime Data

The University Police Blotter is available on the web at: http://www.northwestern.edu/up/blotter/blotter_ev.html (Evanston) or http://www.northwestern.edu/up/blotter/blotter_ch.html (Chicago). The Blotter, updated and published Monday - Friday, contains reported criminal and non-criminal incidents. A hard copy of the Blotter is available for review at the Evanston and Chicago campus University Police stations (during regular business hours). The information in the Blotter typically includes the nature, date, time, general location, and disposition of each incident. In addition, Monday through Friday, a summary of criminal incidents reported during the previous weekday is distributed to senior University administrators and the Daily Northwestern newspaper.

Evanston Police Department crime data is available on the web at: <http://www.cityofevanston.org/departments/police/reports/yearly.shtml> and <http://www.cityofevanston.org/departments/police/reports/daily/index.shtml>.

Chicago Police Department crime data is available on the web at: http://gis.chicagopolice.org/CLEARMap_crime_sums/startPage.htm.

Safety in University Residences

Residents of University housing are responsible for making their visitors and guests aware of campus policies, and residents may be held responsible for the acts or conduct of their visitors and guests. Access to residence halls is limited to residents and their invited visitors and guests through the buildings main entrance.

On the Evanston campus, a residential security program includes a combination of overnight lobby staffing (by a team of Community Service Officers (CSO) and / or Security Officers), video surveillance of residence hall lobbies and some unalarmed secondary doors and alarms on secondary door without video cameras. CSO's, part of the University Police staff, are stationed at posts inside the 11 largest residential facilities (those with 150 or more occupants). Additionally, contract Security Officers are assigned to residence halls with occupancies of 80 to 150.

In some large residence halls with dining facilities lobbies are open from 8:00 a.m. until 8:00 p.m. daily, but interior doors leading to the residence areas are locked. CSO's or Security Officers monitor the building and permit access to only those individuals, such as residents, visitors and Facilities Management staff, who have legitimate activities there. CSO's and Security Officers are on duty from 8:00 p.m. to 6:00 a.m. daily, except during holiday and summer breaks. Access to Evanston campus fraternities and sororities is limited to members, their invited guests and visitors and is controlled by the fraternities and sororities.

On the Chicago campus, several floors in Abbott Hall are residential with most of the remaining floors serving as office space. Abbott Hall is open to the public during regular business hours. Residents and authorized staff in Abbott Hall use an access control system to gain entrance to building when secured. Only residents and invited guests are permitted in residential areas.

Safety After Dark (Transportation)

To promote your safety at night, the "Campus Loop" and "Evanston Loop" shuttle buses operate on the Evanston campus during the fall, winter and spring quarters. Schedules are posted at all designated stops throughout the campus. During the academic year, with the exception of scheduled school breaks, the "Evanston Loop" shuttle services run daily between 6:05 p.m. and 3:02 a.m. and the "Campus Loop" runs between 9:00 p.m. and 3:00 a.m. From November through March, in addition to the regular schedule, the "Campus Loop" also runs from 6:00 p.m. to 8:30 p.m. The "Campus Loop" and "Evanston Loop" shuttles operate at regular intervals during noted operational hours. For additional shuttle information, contact Parking and Transportation Services at (312) 503-8129 or visit <http://www.northwestern.edu/uservices/transportation/shuttles/index.html>.

During the school year, SafeRide provides rides for Northwestern students, faculty, and staff on the Evanston campus and surrounding area seven nights a week between 9:00 p.m. (8:00 p.m. when daylight savings time is not in effect) and 2:30 a.m. This service is available by calling (847) 491-7000. For additional information, visit <http://www.northwestern.edu/saferide>.

The Chicago campus SafeRide shuttle, with extended train shuttle service, operates from 6:40 p.m. to 10:09 p.m. Monday through Friday, excluding University holidays. The SafeRide provides service from campus to public transportation stops on Michigan Avenue and the CTA el-trains. The shuttle is free, although a ticket is required for the extended service to the commuter train stations. The shuttle schedule can be viewed at <http://www.northwestern.edu/uservices/transportation/shuttles/index.html>. For additional information, contact Parking and Transportation Services at (312) 503-8129, or e-mail shuttle@northwestern.edu.

The Inter-campus shuttle service runs continuously between the Chicago and Evanston campuses from 6:40 a.m. to 11:02 p.m. weekdays, excluding University holidays. The schedule can be viewed at <http://www.northwestern.edu/uservices/transportation/shuttles/index.html>. For additional information, contact Parking and Transportation Services at (312) 503-8129 or e-mail shuttle@northwestern.edu.

Blue Light Police Emergency Phones

Community members should familiarize themselves with the "Blue Light" Police Emergency Phones located on the Evanston and Chicago campuses. They are housed in bright yellow boxes or black towers with a blue light overhead. Campus Maps highlighting the locations of "Blue Light" Police Emergency Phones are available on-line at <http://www.northwestern.edu/up/contact/contact.html>. Paper copies are available from University Police

Access to Campus Facilities and Building Security

Many athletic and cultural events on campus are open to the public. University bookstores, libraries, and cafeterias are also open to the public. Academic and administrative facilities generally are open only to students, faculty, staff, and their visitors. Administrative buildings are usually open from 7:00 a.m. to 5:00 p.m. on weekdays. Academic buildings are usually open from 7:00 a.m. until midnight on weekdays and as needed on weekends.

Security Considerations in the Maintenance of Campus Facilities

Northwestern University is committed to campus safety and security. Exterior lighting and landscape control is a critical part of that commitment. Facilities Management maintains the University buildings and grounds, including lighting, walks, roadways, and landscaping, and conducts routine checks of lighting on campus. University Police regularly patrols each campus and reports malfunctioning lighting and unsafe physical conditions to Facilities Management for correction. Community members are encouraged to report any deficiency in lighting (such as dim, obstructed, or non-operational lights) or other unsafe facility conditions to Facilities Management at (847) 491-5201 / Evanston or (312) 503-8000 / Chicago. Facilities Management maintenance staff is available at all times to respond to requests regarding any unsafe facility conditions.

Reporting Safety Hazards

To report any safety or security hazard you may encounter, call the University Housing Office at (847) 491-5322 / Evanston residence hall issues, the Facilities Management Department at (847) 491-5201 / Evanston or (312) 503-8000 / Chicago, or University Police at (847) 491-3456 / Evanston or (312) 503-3456 / Chicago.

Student Conduct

Students are subject to all University rules and regulations and designated disciplinary procedures and sanctions for conduct that occurs on University premises, at a University activity, program, function, or sponsored event, in the off-campus residence of any University students, and other designated off-campus locations subject to University Police jurisdiction. The University Hearing and Appeals System (UHAS) has jurisdiction over all disciplinary matters, other than those arising because of unsatisfactory academic work, that have not been resolved administratively by the Division of Student Affairs and that may call for discipline of a student, group of students, or student organization of any school. As applicable, University community members are held accountable for their actions through state law, city ordinance and the University's student disciplinary processes, including UHAS and the Sexual Assault Hearing and Appeals System (SAHAS). For additional information, consult the Student Handbook (<http://www.northwestern.edu/handbook/>).

Alcohol and Other Drug Policies

Northwestern University fully supports federal laws that require that academic and working environments be free from illicit drug and alcohol use. For further information, consult the University's March

1989 policy statement complying with the Drug-Free Workplace Act of 1988 (copies are available from Human Resources). The University's alcohol and drug policies are also available in the Human Resources Policies and Procedures Handbook (<http://www.northwestern.edu/hr/policies/ch7pol.pdf>); in the Student Handbook (<http://www.northwestern.edu/handbook/>); and in the booklet University Policy on Drugs and Alcohol, which outlines legal sanctions for the unlawful possession and use of drugs and alcohol and describes a variety of assistance programs for students and employees.

As applicable, University community members are held accountable for their actions through state law, city ordinance and the University's student disciplinary processes, including UHAS and SAHAS.

Counseling Assistance

Students are encouraged to contact Northwestern University Counseling and Psychological Services (CAPS) to discuss any issues related to alcohol/drug abuse or for other support services that CAPS offers. Students who would like additional information should contact CAPS at (847) 491-2151 or visit their web site at <http://www.northwestern.edu/counseling/index.html>. University employees can access counseling support through Perspectives, a contracted employee assistance program. Visit <http://www.northwestern.edu/hr/benefits/plans/fsap/> or call (800) 456-6327.

EthicsPoint

Northwestern has selected EthicsPoint to provide community members with a way to report activities that may involve misconduct or violations of University policy. You may file a report (confidentially if desired) by dialing (866) 294-3545 or on the following web site, <http://www.northwestern.edu/ethics/>. This service is not a substitute for, nor does it supersede, any existing reporting methods or protocols already in place at Northwestern for reporting suspected problems or complaints. Instead, EthicsPoint provides an additional means of reporting such issues. Any suspected problems or complaints reported via EthicsPoint will be reviewed in accordance with current University procedures, including those described in the Faculty, Staff, or Student Handbooks. Northwestern policy prohibits the taking of retaliatory action against anyone for reporting or inquiring about potential breaches of University policy or seeking guidance on how to handle suspected breaches.

Campus Sex Crimes Prevention Act

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where information concerning registered sex offenders may be obtained. Persons convicted of certain sex offenses are required by law to register with the State. A current listing of registered sex offenders is available at: <http://www.isp.state.il.us/sor/>. This web site can be searched by city, county, zip code or name. The Evanston and Chicago Police Departments also maintain a current list of registered sex offenders.

For information on registered sex offenders who may be employed or attend school on the Northwestern University Chicago or Evanston campuses, contact the Chicago (312-744-4000) or Evanston (847-866-5000) Police Departments.

University Police Crime Prevention and Safety Programs

University Police provide various crime prevention and safety programs during the course of the year and can also tailor a program to meet specific needs. For additional programming information, call (847) 491-3456 (Evanston) or (312) 503-3456 (Chicago). On average, University Police annually presents the following programs.

Program Name	Target Audience	Topic	Annual Frequency
"411 on 911"	Incoming freshman	Crime prevention awareness	4 - 6
Transfer Student – Crime Prevention	New transfer students	Crime prevention and personal safety	4 - 6
Parent Welcome Presentation	Parents of incoming students	Crime prevention and personal safety	2
New Student Week Panel	New students and their parents	Basic safety / security and NUPD overview	1
Shots Fired on Campus	Students, faculty and staff	Active shooter video presentation / discussion	6
Summer Safety Presentation	Summer students	Crime prevention presentation	3
SafeRide Safety	SafeRide program staff / dispatchers	Basic safety awareness / vehicle operation	4

(continued on p 19)

Program Name	Target Audience	Topic	Annual Frequency
Kellogg Crime Prevention	Incoming Kellogg students	Crime prevention and personal safety	4
International Students Program	New international students	Crime prevention and personal safety	3 - 4
Graduate Students Program	New graduate students	Crime prevention and personal safety	3 - 4
Journalism School Personal Safety	Program students	Personal safety presentations	4
Fireside Programs	Student groups	Crime prevention and personal safety	15 - 30
Holiday Fireside Programs	Off-campus students	Residential and auto burglary	2 - 4
Campus Safety Week	Student groups	Crime prevention and personal safety	2 - 4
DUI Awareness Week	Student groups	DUI awareness and prevention education	2
Rape Aggression Defense	Women students, faculty and staff	Sexual assault awareness and self defense	3 - 10
Workplace Violence	Staff members	Workplace violence prevention and education	3 - 4
Trace	Students, faculty and staff	Property protection and online property registration	10 - 14
New Employee Presentations	Staff members	Basic safety / security and NUPD orientation	10 - 14
NU Resource Fair	Students, faculty and staff	Basic safety / security and NUPD orientation	1
CPTED	Faculty and staff	Crime prevention presentations and security / safety analysis: recommendations	6 - 12

Safety Walk

An annual safety walk is conducted on the Evanston campus. Safety walk participants (involving students and staff from various University departments) complete an evening tour of the campus to review existing campus safety measures and make recommendations regarding identified safety needs. The walk is a joint effort between the Associated Student Government, Student Affairs, Facilities Management, and University Police. For additional information, contact the Chair of the Campus Safety and Crime Prevention Committee (Vice President for Student Affairs, William Banis), at (847) 491-5360.

Sexual Assault Prevention

Health Promotion and Wellness, the primary provider of sexual assault education and prevention on campus, conducts information sessions on the prevention of sexual assault for all new students as well as prevention programs for the entire campus community. Education awareness and risk reduction sessions are available in the following areas: sexual assault, acquaintance rape, date rape drugs, healthy sexual relationships, communication and consent, relationship violence, and how to support a survivor of sexual assault.

Sexual Health & Assault Peer Educators (SHAPE) is a group of Northwestern students who have been trained to provide workshops and presentations on a range of sexual health and sexual violence topics as well as to act as a resource to individual students. To request a presentation, speak with a SHAPE member, or to find out how to get involved with SHAPE, contact Health Promotion and Wellness at (847) 491-4618 or visit the office at 633 Emerson Street, Room 17. For additional information about University / local resources and Illinois law in reference to sexual assault offenses, contact the Health Promotion and Wellness Department or the Illinois Coalition Against Sexual Assault at (217) 753-4117.

Alcohol / Drug Education

All incoming first-year undergraduate students must complete an online course, "For the Record" (or its equivalent) that begins the alcohol/drug education process and a mandatory session during orientation, "Alcohol Responsibility," that encourages students to make the healthiest and safest choices regarding alcohol. University Residential Life and Health Promotion and Wellness offer a number of educational programs related to alcohol and drug abuse during the school year. Health Promotion and Wellness offers one-on-one screenings for students concerned about their alcohol and/or drug

use. In addition, all new fraternity and sorority members are required to participate in new member activities which educate students on responsible alcohol use. Health Promotion and Wellness and University Police provide yearly outreach programs during National Collegiate Alcohol Awareness Week. Health Promotion and Wellness also provides responsible beverage service certification upon request.

For Additional Information on Campus Safety

University Police - Evanston

1819 Hinman Avenue
Evanston, Illinois 60208-1320
Telephone: (847) 491-3456
TDD: (847) 467-7883
Fax: (847) 491-4931

University Police - Chicago

211 East Superior Street
Chicago, Illinois 60611-3078
(312) 503-3456
(312) 503-3999
(312) 503-2101

Visit University Police on the web at <http://www.northwestern.edu/up/> or E-mail University Police at universitypolice@northwestern.edu.

Crime, Arrests and Student Referral Data

The Clery Act requires disclosure of certain completed or attempted crimes, categories of arrest, and student disciplinary referrals reported to Campus Security Authorities and local law enforcement. With the exception of liquor, drug or weapons law violations, it is immaterial whether an arrest is made. Crimes are defined within the Clery Act and not state law (see definitions and crime data below).

Definitions of Reportable Crimes and Locations

CRIMES

- A. **Murder and Non-negligent Manslaughter:** the willful (non-negligent) killing of one human being by another.
- B. **Negligent Manslaughter:** the killing of another person through gross negligence.
- C. **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.
1. **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 temporary or permanent mental or physical incapacity (or because of his/her youth).
 2. **Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly 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.
 3. **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.
 4. **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.
- D. **Sex Offenses, non-forcible:** Unlawful, non-forcible sexual intercourse.
1. **Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 2. **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.
- E. **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.

- F. **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 a 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.)
- G. **Burglary:** The unlawful entry of a structure to commit a felony or theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.
- H. **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.)
- I. **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 activities. (Drunkenness and driving under the influence are not included in this definition.)

Drug Law 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).

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

Hate Crime: A hate crime is defined as any crime noted above (A through I), and the crimes of larceny-theft, vandalism, simple assault, intimidation or any other crimes involving bodily injury where the victim was intentionally selected because of his/her actual or perceived race, gender, religion, sexual orientation, ethnicity or disability.

- **Larceny – Theft:** includes the crimes of Pocket Picking, Purse Snatching, Shoplifting, Theft from Building, Theft from Coin Operated Machine or Device, Theft from Motor Vehicle, Theft of Motor Vehicle Parts or Accessories, and All Other Larceny.
- **Simple Assault:** an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.
- **Intimidation:** to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to a physical attack.

- **Destruction/Damage/Vandalism of Property (except Arson):** to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control over it.

LOCATIONS

On-Campus means all property, including residential facilities, owned or controlled by an institution within the same reasonably contiguous geographical area and used by the institution in direct support of, or in a manner related to, institutional educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by Northwestern University but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Non-Campus means any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is being used in direct support of, or in relation to, the institution's educational purposes, is frequented by students and is not within the same reasonably contiguous geographic area of the institution.

Residential means property owned or controlled by the institution used to provide housing for the institution's students.

Public Property means all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus. The Clery Act does not require disclosure of crime statistics for public property that surrounds non-campus buildings or property.

Note: In the following tables, any number in parenthesis () represent crime reported to have occurred in On Campus student residential facilities.

		Arrests						
Crimes	Year	On Campus: Evanston	Non-Campus Buildings or Property: Evanston	Public Property: Evanston	On Campus: Chicago	Non-Campus Buildings or Property: Chicago	Public and Private Property: Chicago*	Total
Liquor Law	2008	18 (4)	0	20	0	0	0	38
	2007	15	0	5	0	0	0	20
	2006	4	0	4	0	0	0	8
Drug Law	2008	8 (4)	0	3	0	0	0	11
	2007	1 (1)	0	1	0	0	0	2
	2006	6 (2)	0	3	0	0	1	10
Weapon Law	2008	1	0	0	0	0	0	1
	2007	0	0	0	0	0	0	0
	2006	0	0	0	0	0	4	4

Referrals

Liquor Law	2008	340 (313)	0	1	0	0	0	341
	2007	316 (307)	0	3	0	0	0	319
	2006	216 (211)	0	8	0	0	0	224
Drug Law	2008	22 (21)	0	0	0	0	0	22
	2007	24 (24)	0	0	0	0	0	24
	2006	19 (19)	0	1	0	0	0	20
Weapon Law	2008	0	0	0	0	0	0	0
	2007	0	0	0	0	0	0	0
	2006	0	0	0	0	0	0	0

Note: * 2006 Clery Act reportable crime data from the City of Chicago Police Department was received in a format that did not allow for public versus private property occurrence determination.

Bias Type for Crimes Manifesting Prejudice

Northwestern University is required to report Clery Act recognized Hate Crimes by category of prejudice, geographic location, the year the incident was reported and category of crime (including any crime perpetrated on the basis of prejudice that results in bodily injury). For the years 2006 and 2007 reporting years, Northwestern University received no reports of Clery Act Hate Crimes. For the 2008 reporting year, Northwestern University received notification of 1 Hate Crime (simple battery / racial bias / occurring on Public Property) from the Chicago Police Department.

Crimes Against Persons

Crimes	Evanston Campus			
	Year	On Campus	Non-Campus Buildings or Property	Total
Murder/Non-Negligent Manslaughter	2008	0	0	0
	2007	0	0	0
	2006	0	0	0
Negligent Manslaughter	2008	0	0	0
	2007	0	0	0
	2006	0	0	0
Sex Offense/Forcible	2008	5 (4)	0	5
	2007	5 (5)	0	5
	2006	2 (2)	0	2
Sex Offense/Non-forcible	2008	0	0	0
	2007	0	0	0
	2006	0	0	0
Robbery	2008	3	0	3
	2007	1	0	1
	2006	3	0	3
Aggravated Assault**	2008	3	0	3
	2007	1 (1)	0	1
	2006	1	0	1
Totals	2008	11 (4)	0	11
	2007	7 (6)	0	7
	2006	6 (2)	0	6

Note: **For Clery Act reporting purposes, the Federal Uniform Crime Report definition of Aggravated Assault (where noted in this report) includes the crimes of Aggravated Assault and Aggravated Battery as defined in the Illinois Compiled Statutes.

Crimes Against Persons

Crimes	Chicago Campus			Total
	Year	On Campus	Non-Campus Buildings or Property	
Murder/Non-Negligent Manslaughter	2008	0	0	0
	2007	0	0	0
	2006	0	0	0
Negligent Manslaughter	2008	0	0	0
	2007	0	0	0
	2006	0	0	0
Sex Offense/Forcible	2008	0	0	0
	2007	0	0	0
	2006	0	0	0
Sex Offense/Non-forcible	2008	0	0	0
	2007	0	0	0
	2006	0	0	0
Robbery	2008	0	0	0
	2007	1	0	1
	2006	0	0	0
Aggravated Assault**	2008	2	0	2
	2007	0	0	0
	2006	0	0	0
Totals	2008	2	0	2
	2007	1	0	1
	2006	0	0	0

Crimes Against Property/State

Crimes	Evanston Campus			Total
	Year	On Campus	Non-Campus Buildings or Property	
Burglary***	2008	134 (24)	0	134
	2007	109 (30)	0	109
	2006	168 (62)	0	168
Motor Vehicle Theft	2008	1	0	1
	2007	2	0	2
	2006	2	0	2
Arson	2008	0	0	0
	2007	1 (1)	0	1
	2006	2 (2)	0	2
Totals	2008	135 (24)	0	135
	2007	112 (31)	0	112
	2006	172 (64)	0	172

Crimes Against Property/State

Crimes	Chicago Campus			Total
	Year	On Campus	Non-Campus Buildings or Property	
Burglary***	2008	70 (13)	0	70
	2007	51 (3)	0	51
	2006	83 (9)	0	83
Motor Vehicle Theft	2008	1	0	1
	2007	1	0	1
	2006	3	0	3
Arson	2008	0	0	0
	2007	0	0	0
	2006	0	0	0
Totals	2008	71 (13)	0	71
	2007	52 (3)	0	52
	2006	86 (9)	0	86

*** The 2006, 2007 and 2008 Clery Act Burglary totals reflect the inclusion of 86 Evanston campus and 64 Chicago campus (2008), 64 Evanston campus and 47 Chicago campus (2007), and 140 Evanston campus and 79 Chicago campus (2006) Theft offenses (as defined in the Illinois Compiled Statutes).

NOTE: The following tables list Clery Act reportable crimes as provided by the City of Evanston and City of Chicago Police Departments. 2006 Clery Act reportable crime data from the City of Chicago Police Department was received in a format that did not allow for public versus private property occurrence determination. The 2007 and 2008 data from the City of Chicago Police Department includes only Clery Act reportable crimes that were determined to have occurred on public property bordering On Campus classified University owned or controlled property. In some cases, the Chicago Police Department report format, which provides only block of crime occurrence, was not specific enough to determine if a crime occurrence bordered University owned or controlled property. In these instances, these crimes are not included in the 2007 and 2008 totals.

Crimes Against Persons

Crimes	Year	Public Property Evanston	Public and Private Property Chicago*
Murder/Non-Negligent Manslaughter	2008	0	0
	2007	0	0
	2006	0	0
Negligent Manslaughter	2008	0	0
	2007	0	0
	2006	0	0
Sex Offense/Forcible	2008	0	0
	2007	1	0
	2006	0	8
Sex Offense/Non-forcible	2008	0	0
	2007	0	0
	2006	0	0
Robbery	2008	4	1
	2007	4	1
	2006	4	15
Aggravated Assault**	2008	5	0
	2007	2	0
	2006	2	12
Totals	2008	9	1
	2007	7	1
	2006	6	35

Crimes Against Property/State

Crimes	Year	Public Property Evanston	Public and Private Property Chicago*
Burglary	2000	0	0
	2007	0	0
	2006	1	26
Motor Vehicle Theft	2008	2	5
	2007	3	3
	2006	1	13
Arson	2008	0	0
	2007	0	0
	2006	0	0
Totals	2008	2	5
	2007	3	3
	2006	2	39