



VIOLENCE PREVENTION PLAN 2024



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Letter from the President



At College of DuPage, ensuring the safety of our campus community is a fundamental component to our mission and vision.

The Campus Violence Protection Plan is a comprehensive document that provides critical information on an extensive list of topics. Developed by a team of College staff, the plan reflects the best contemporary theory on deterring and, if necessary, countering violent threats.

I thank everyone who contributed to this plan. Campus safety is of the utmost importance, and this plan reflects our dedication to the welfare of our students, faculty, staff and community.

Christine M. Hammond

Christine M. Hammond, Ph.D.
Interim President

REGISTER OF VIOLENCE PREVENTION PLAN CHANGES

Date	Section(s) Changed	Change made by:
11/20/2009	Completed first edition of this document to meet the new IEMA rules (29 IL. Adm. Code 305) in response to changes in the Illinois Campus Security Enhancement Act of 2008 (P.A. 095-0881).	Campus Violence Prevention Committee and Risk Assessment Team
11/24/2010	Reviewed and made minor changes	Chief Mark Fazzini/Staff
12/20/2011	Reviewed and made minor changes	Chief Mark Fazzini
6/17/2017	Overall rewrite for Ready to Respond Campus.	Chief Joe Mullin/Sue Jerak
6/13/2018	Added record of changes, distribution list, team membership section, coordination of violence prevention related activities section. Revised approval and revisions section.	Chief Joe Mullin
4/23/2019	Added Campus Violence Prevention Strategies and Initiatives. Updated Team Membership, BIT Reporting Process, and Approval and Revision sections.	Chief Joe Mullin
9/1/2020	Added contact number for College of DuPage Police Department. Updated titles and department names. Updated training section.	Chief Joe Mullin
8/3/2021	Updated Strategies and Initiatives; Task Forces, Committees, and Memberships; and Team Membership.	Chief Joe Mullin
7/12/2022	Updated Strategies and Initiatives and Team Membership.	Chief Joe Mullin
8/25/2023	Updated Team Membership	Chief Joe Mullin
7/23/2024	Updated Team Membership	Chief Kent Munsterman

VIOLENCE PREVENTION PLAN DISTRIBUTION LIST

The following is a list of employees, groups and organizations that receive a complete copy of the College of DuPage Campus Violence Prevention Plan each time it is updated.

The document will be delivered through either the internal College mail system, hand delivered by the COD Police Department or mailed to the following recipients:

COD President

COD Administrators

COD Incident Management Team Members

COD Police Department Command Officers

COD Police Dispatch Center

COD Police Squad Room

COD Campus Violence Prevention Committee Members

COD Behavioral Intervention Team (BIT)

COD Off Main Campus Site Supervisors

COD Campus Portal (minus some sensitive information)

Village of Glen Ellyn Police Department

Lisle-Woodridge Fire Department

DuPage County Office of Homeland Security and Emergency Management

Illinois Community College Board (at campussecurity@illinois.gov)

DuPage County Health Department—Behavioral Health

PURPOSE

College of DuPage is committed to creating and maintaining a safe and secure educational environment for all employees, students and visitors. The purpose of this plan is to outline the College's multi-tiered approach to preventing and mitigating the potential for violence. To this end, and in compliance with the Campus Security Enhancement Act (110 ILCS 12), the College created a Campus Violence Prevention Committee and Threat Assessment Team responsible for identifying protocols, strategies, and initiates to most effectively prevent and mitigate the potential for campus violence, ensuring and enhancing the safety of the College community.

This document reaffirms that the College supports and encourages a zero tolerance policy toward violence on campus.

APPLICABILITY

This plan shall set forth the College's expectations with regard to violence prevention for the campus community, including employees, students, visitors, contractors and vendors. All persons in these categories, with the exception of visitors, shall be responsible for reviewing this plan and complying with the provisions herein. The College of DuPage Police Department is responsible for providing this information to employees. This plan, and any related policies and procedures, shall cover all College-owned or controlled property, buildings and facilities.

RESPONSIBILITY OF COMMUNITY

The College is committed to the development of preventive measures, including campus violence prevention and threat assessment committees, security planning for at-risk individuals, pre-employment screening for selected positions, training and programs designed to increase employee and student awareness and preparedness. All persons are strongly encouraged to be aware of their surroundings, to be alert for concerning and alarming behaviors that may be threatening or lead to violence, and to report such behavior to the appropriate office or official.

- **Responsibility to Report:** It is the responsibility of all campus community members (students, employees and visitors) to promote and maintain an environment free from violence at all College of DuPage facilities. Such responsibility includes, but is not limited to, being aware of one's surroundings and immediately reporting incidents, behaviors or actions of others that seem unusual, concerning disruptive, suspicious, threatening or violent in nature.
- **Reporting Process:** In order to report and document unusual, disturbing, concerning or suspicious behaviors or incidents of threats or violence involving students, employees or visitors on campus, the College expects reports to be filed with both the Behavior Intervention Team (BIT) and the College of DuPage Police Department. BIT referrals can be submitted through the BIT website (cod.edu/BIT). Imminent threats should be immediately reported to the College of DuPage Police Department.

For off-campus sites, in place of the College of DuPage Police Department, incidents should be reported to the local police authority. The College of DuPage Police Department will be responsible for transmitting information they receive to the appropriate offices and/or departments, along with the BIT, if applicable.

A few general examples of behaviors that should be reported include, but are not limited to:

- A slow or radical change in a person's behavior, academic or workplace performance, appearance or conduct.
 - Aggressive or irrational behavior through words or actions.
 - Severe depression, unhappiness or irregular emotional behavior.
 - Inability to control anger, confrontational or disturbing words or actions.
 - Unusual overreaction to normal circumstances.
 - Lack of compassion or empathy for others.
 - Any threat or act of violence.
 - Damage to property.
 - Unusual nervousness, tension or anxiety.
 - Expression of suicidal thoughts, feelings or acts.
 - Any other action, word or behavior that one may reasonably believe could lead to violence.
 - Threatening statements, displays, photos or other publications in electronic format or communication.
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- **Immediate Attention Required:** Any incident or behavior that creates an imminent threat or actual violence should be reported directly to the College Police Department at (630) 942-2000 immediately, or by calling 911. For off-campus facilities, it should be reported to the local police department by dialing 911.
 - **Other Applicable Policies:** If an incident involves conduct or behavior of a student, employee or visitor that is regulated or enforced by a more specific applicable College policy (i.e. Code of Student Conduct or employee personnel policy), state or federal law or regulation, appropriate action shall be taken by the College office or department responsible for handling such matters in conjunction with this plan.
 - **Administrative Resources:** The following College officers, departments and officials, or their designees, shall be responsible for the implementation and enforcement of this plan:
 - Office of the President
 - College of DuPage Police Department
 - Dean of Students Office
 - Office of the Vice President for Administrative Affairs
 - Office of Human Resources
 - Counseling, Advising and Transfer Services
 - Center for Access and Accommodations

CAMPUS VIOLENCE PREVENTION STRATEGIES AND INITIATIVES

COMMITTEES, TEAMS AND TASK FORCES

Campus Violence Prevention Committee:

- **Committee:** A Campus Violence Prevention Committee is formed as an additional resource to provide support, assistance, research and policy review in regard to violence prevention on campus. Membership of the committee shall include representatives from the various constituency groups on campus, along with participation from the College of DuPage Police Department, Human Resources, Access and Accommodations, as well as other departments or units when deemed appropriate. The chairperson will be designated by the College president, currently the chief of police.
- **Committee Charge:** The Campus Violence Prevention Committee is tasked with creating a plan designed to integrate existing violence reduction strategies and promote violence reduction through the introduction and support of policies and programs addressing violence in all forms.

The resulting Campus Violence Prevention Plan shall include:
 - Integration of existing campus programs and policies that deal with associated issues (e.g., workplace violence, suicide prevention, anti-bullying, stigma reduction, sexual assault prevention).
 - Incorporation of violence prevention strategies into related policies and/or procedures.
 - Encouragement of zero tolerance policy statements that reaffirm violence prevention strategies.
- **Strategies:** The committee shall develop strategies toward the prevention of violence on campus, which may include but are not limited to determining methods of communication and education of the College community with regard to violence prevention, safety measures and environmental security enhancement of College property.

Threat Assessment Team

A Threat Assessment Team is formed as an additional resource to provide support, assistance, research and case studies with regard to potential or actual threats to the College community. Membership of the team shall include representatives from the offices of Human Resources, College of DuPage Police Department and Counseling Services, as well as other units when appropriate. This team is commonly referred to as the BIT—Behavioral Intervention Team.

The team shall:

1. **Educate others:** Instruct others on how to identify behaviors of concern and how to refer them.
2. **Review all referred incidents, as soon as reasonably possible:** It is recognized that some referrals, by their very nature, will require immediate review and response while others may be dealt with during regular team meetings.
3. **Determine if a risk exists and develop a strategy or plan of action to respond to that risk:** The team will use a fact-based assessment process to determine if a risk exists and to develop an appropriate plan of action. Action plans take into consideration the risk for potential harm and the potential for incidents of targeted violence.
4. **Take appropriate action to implement the plan and mitigate the risk:** The team shall implement the agreed upon action plan and assure that all necessary follow up and documentation is conducted. Any action plan shall make available, and use as needed, a full range of support services including mental health, crisis management and victim services.
5. **Promote safety and success:** Work with individuals who have been referred to ensure a safe and successful experience at College of DuPage

Once the Threat Assessment Team is notified of an incident, the team will confer as soon as reasonably possible to determine what response from the team is necessary. If the team determines that a threat is present, the team shall inform the proper College officials or representatives to initiate a reasonable, appropriate and timely response.

Preventing Sexual Assault Task Force

The campus-wide task force was designed to improve coordination between community leaders and service providers to prevent sexual violence, domestic violence, dating violence and stalking and to ensure a coordinated response in terms of law enforcement and victim services (110 ILCS 12/10).

The task force is composed of representatives of campus staff, students, community-based organizations and law enforcement.

Sexual Assault Response Team (SART)

SART is a multi-disciplinary team of individuals that represent the various resources that a survivor of sexual violence might interact with as a result of their victimization including but not limited to: emergency room personnel, evidence technicians, law enforcement officers and detectives, community-based victim advocates and State's Attorneys. The SART is committed to ensuring survivors receive compassionate, dignified and responsive care.

Terrorism Liaison Officer's Committee (TLOC)

The College of DuPage Police Department is an active member of TLOC, a committee designed to provide a venue for local law enforcement to interact with each other and with the FBI to share ideas and intelligence regarding the nation's war on terrorism and to discuss the counterterrorism challenges faced daily by police officers on the streets.

PREVENTIVE MEASURES AND PROGRAMS

The following information outlines the type of measures implemented by the College in order to prevent, deter and address violence and threats of violence on the College campus:

- **College of DuPage Police:** The College of DuPage Police Department is a professional law enforcement agency staffed with sworn police officers who are responsible for providing law enforcement services to the Glen Ellyn college community. The College of DuPage Police Department is a 24/7 operation and is responsible for responding to all types of emergencies. Additionally, the Police Department provides a myriad of community outreach classes designed to optimize community awareness and preparedness.
- **Situational Awareness:** The COD Police Department liaisons with federal, state and local law enforcement agencies to maintain situational awareness of recent incidents, current patterns and trends, risk factors and pre-incident warning behaviors in an attempt to enhance the College's ability to mitigate and prevent campus violence.
- **NIMS Compliance:** Members of the College of DuPage Police Department and members of the Campus Incident Management Team have completed the National Incident Management System (NIMS) and Incident Command System training, which encompasses the need for clear lines of communication when dealing with an emergency.
- **Campus Emergency Operations Plan and Incident Management Team:** The College maintains a comprehensive, all-hazards Campus Emergency Operations Plan designed to enhance the College's preparedness for, response to, and recovery from emergencies. The College's Incident Management Team is designated to lead the College through emergency response and recovery efforts. The multidisciplinary team regularly conducts emergency management exercises designed to enhance preparedness and proficiency.
- **Emergency Response Handbook:** The COD Police Department has developed an all-hazards emergency response handbook as a resource for all College students, employees and community members. The handbook is available in every classroom and office space throughout the College.

- **Emergency Callboxes:** The College installs and maintains 43 emergency callboxes in parking lots and other selected areas on the Glen Ellyn campus in order to provide a means of communication directly to the College of DuPage Police Department in the event of an emergency or for assistance.
- **Emergency Notification Systems:** The College maintains fire alarm systems with an emergency PA system. The Facilities Department is responsible for regular testing of this system. The College's emergency warning and notification plan includes redundancies to ensure that critical information is communicated to the college community.
- **Everbridge:** Everbridge is a personal safety app for mobile devices. The app, enhances safety on campus through a virtual safety network of friends, family and law enforcement. The app includes numerous safety features, including the ability to send and receive communication directly with the College of DuPage Police Department via voice and text and a safety timer.
- **Closed-Circuit Television Cameras:** The College is equipped with 900 closed-circuit television cameras that are monitored on a 24-hour basis.

CRIME PREVENTION PROGRAMS

The College offers regular crime prevention-related programs and presentations to the College community in order to create awareness and education on how to prevent violence and promote safety. These programs are provided by various College departments and offered to students and employees, and supplemented by educational materials. They include workshops on workplace violence, along with training on diversity and anti-harassment training.

- **Publications:** The online College Catalog, Annual Security Report and other documents include crime prevention information to employees and students.
- **Facilities/Infrastructure Safety Measures:** The College facilities and infrastructure are assessed from time to time through Risk Management to determine whether safety measures are in place to adequately address and respond to the incidents of violence and/or threats to the campus community.

The College conducts ongoing reviews of its facilities and infrastructure to determine whether it is reasonable and necessary to modify or enhance its methods of security and warning systems within each building accessed by the campus community and/or the general public.

Current security enhancing systems utilized on campus include:

- Surveillance Cameras
- Key Mark Medeco Key System
- Locations Restricted by Continental Access Control System
- Computer-Aided Police Dispatch System
- Honeywell Emergency PA System

TRAINING

The College provides opportunities for training of employees and students with regard to College-related issues, including but not limited to workplace violence, sexual harassment and emergency response.

The College of DuPage Police Department provides regular training for its police officers and command staff focusing on a wide range of law enforcement matters. All College police officers are Emergency Medical Responders and receive frequent and on-going training in compliance with Illinois Law Enforcement Training and Standards Board training requirements.

The College of DuPage Police Department is a member of the North East Multi-Regional Training Consortium that provides in-service training on numerous topics for police, including civil liability, biased-base policing, sex crimes investigation training, use of force training, de-escalation, active shooter training, communication skills, defensive tactics, first responder decision making, crowd control, etc.

COMMUNITY OUTREACH, AWARENESS AND EDUCATION INITIATIVES

- **Active Violence Preparedness:** The COD Police Department offers Active Violence Preparedness training to faculty, staff, students and community members. The three-phase training class enhances preparedness by teaching strategies designed to increase survivability in response to an active threat, as well as by increasing the understanding of pre-incident risk factors, warning behaviors, and leakage to mitigate the potential for violence.
- **Behavioral Intervention Team (BIT) Outreach:** The BIT provides outreach and awareness sessions to college faculty to both enhance the overall awareness and understanding of the mission of the BIT and to encourage and promote reporting of concerning behaviors.

The BIT provides annual training to members along with case scenario training to academic administrators on strategies to enhance classroom management.

BIT members are trained in the Structured Interview for Violence Risk Assessment (SIVRA-35), which provides guidance and direction to campus authorities on the presence of risk factor.

- **Crisis Intervention and De-Escalation Training:** The College of DuPage Police Department offers training designed to enhance the understanding and ability to apply strategies and tactics to effectively manage and de-escalate individuals in crisis.
- **Situational Awareness Training** The College of DuPage Police offer community outreach opportunities designed to enhance the community's overall situational awareness and to empower members of the community to "say something if they see something."
- **Crime Prevention Training** The College of DuPage Police offer community outreach classes regarding strategies to enhance personal safety and mitigate the potential of being victimized by crime.
- **Emergency Response Training:** The College of DuPage Police offer community outreach emergency response classes designed to enhance the community's overall preparedness and response to emergencies.
- **Homeland Security Training Institute:** The Homeland Security Training Institute (HSTI) is focused on education for law enforcement, fire science, first responders and corporate security personnel in the area of homeland security. Through a series of courses in program models such as law enforcement, disaster preparedness, counterterrorism, intelligence, emergency response, NIMS/NRF/ICS and private sector security, the HSTI continues to develop programs for working professionals.
- **College of DuPage Police Department Podcast:** The College of DuPage Police Department engages in podcasts designed to enhance community awareness and prevention of, and preparedness for violence.

MENTAL HEALTH SUPPORT AND RESOURCES

In addition to the above, Illinois law provides for training of qualified personnel in the early identification of mental health disorders and crisis management in addition to being well versed on the Illinois Mental Health and Developmental Disabilities Code. (See 405 ILCS 5/1 et seq.) (effective June 1, 2008) This code regulates the manner in which the involuntary commitment and treatment of an individual should be considered.

The College has created a Threat Assessment Team/Behavioral Intervention Team in order to review incidents and/or behaviors involving employees, students or visitors with regard to potential threats of violence or harm.

- **Crisis Intervention Team (CIT):** College of DuPage police officers have been trained as resource specialists who can provide an immediate and effective response to calls involving a mental health crisis.
- **Counseling Services:** Counseling, Advising and Transfer Services offers short-term, personal counseling to admitted College of DuPage students at no additional cost. Personal counseling services are designed to support the well-being and academic success of students. The counselors provide a safe and supportive space for students to talk about emotional, interpersonal or academic concerns. Counselors are objective, skilled listeners who help students clarify their concerns, explore their goals and strengthen their strategies for coping.

Counseling Services also provides crisis intervention and educational programming to the campus community, assisting students to connect with community resources when needed and appropriate.

- **Student and Employee Assistance Program:** The COD Employee Assistance Program is a confidential assessment and referral service that provides problem identification, counseling and referral services. All EAP care managers are professional, licensed clinicians and experienced in providing support, understanding and guidance for a broad range of needs.
- **Mindfulness Meditation:** Mindfulness has grown in popularity as research continues to show its many health benefits, including helping people relate differently to stress and reduce anxiety. The College of DuPage regularly offers mindfulness meditation to the College community.
- **Mental Health Matters:** The College facilitates events designed to reduce the stigma around mental health struggles while encouraging use of effective mental health wellness strategies.

COORDINATION OF VIOLENCE PREVENTION RELATED ACTIVITIES

The Behavioral Intervention Team (BIT) utilizes a centralized reporting and recordkeeping system designed to enhance the College's ability to collect, maintain, reference, coordinate and track concerning or threatening behaviors, as well as assessments and interventions associated with specific individuals.

Members of the Behavioral Intervention Team (BIT) refer to information maintained in the central recordkeeping system in an attempt to better understand the totality of the circumstances surrounding behavior. Members of the team share information, observations, mutual support and when necessary, designate a single point to centralize the collection of information and to assess concerns.

CRISIS INTERVENTION ACTIVITIES

Counseling, Advising and Transfer Services provides crisis intervention services. These services work to respond to the special situations of students and employees in need of intervention.

INTERNAL COLLEGE POLICIES AND PROCEDURES

The following policies are in place in order to incorporate violence prevention strategies to prevent, address and resolve issues of violence and safety at College of DuPage:

- Policy 3.20 Facilities Usage
- Policy 3.43 Campus Security and Emergency Response Plan
- Policy 4.11 Occupational and Environmental Health and Safety
- Policy 3.43 Campus Security and Emergency Response Plan
- Policy 3.40 Reporting Criminal Acts and Emergencies
- Policy 3.11 Sexual Discrimination, Harassment, and Misconduct
- Policy 3.25 Drug-Free Campus
- Policy 3.26 Weapons and Firearms on Campus
- Policy 5.15 Code of Student Conduct

FEDERAL AND STATE LAWS AND REGULATIONS

The following federal and state laws provide regulatory compliance with regard to issues of campus safety and violence at public institutions of higher education:

- The Federal Student Right to Know and Campus Security Act (Clery)
- Federal Safety and Drug Free Schools and Communities Act
- Federal Drug Free Workplace Act of 1988
- Higher Education Act of 1998
- Higher Education Opportunity Act (signed Aug. 14, 2008—deals with changes in fire safety; drug and alcohol incidents; and emergency communication systems)
- Uniform Crime Reporting (both state and federal)
- Federal and State Alcohol, Drug and Weapon Laws
- Illinois Campus Security Enhancement Act
- Illinois Victims of Trafficking and Violence Prevention Act of 2000 (Sex Offender)
- Illinois Education Sexual Assault Awareness Act
- Illinois Fire Sprinkler Dormitory Act
- Illinois Campus Demonstrations Act
- Illinois Meningitis Information Law
- Illinois Firearm Owners Identification Card Act
- Illinois Mental Health and Developmental Disabilities and Confidentiality Act
- Violence Against Women Act

TASK FORCES, COMMITTEES AND MEMBERSHIPS

The following organizations, committees, task forces and memberships are currently utilized by the College in order to remain current on issues of violence, campus safety and terrorism:

- Illinois Law Enforcement Alarm System (ILEAS)
- FBI's Anti-Terrorism Task Force
- DuPage County Office of Homeland Security and Emergency Management (OHSEM)
- Illinois Association of Chiefs of Police
- DuPage Chiefs of Police Association
- International Chiefs of Police Association
- International Association of Chiefs of Police
- COD Behavioral Intervention Team
- COD Incident Management Team
- National Association for Behavioral Intervention and Threat Assessment (NABITA)
- Statewide Terrorism and Intelligence Center (STIC)
- Metropolitan Emergency Response and Investigation Team (MERIT)
- Terrorism Liaison Office's Committee (TLOC)

TEAM MEMBERSHIP

Kent Munsterman (Chief of Police)

Jim Nehls (Deputy Chief of Police)

College of DuPage Police Department—Operations Lieutenant

Alma Camarena, Director, Human Resources

Associate Dean and Director of Continuing Education/Homeland Security Education Center

Joe Gilles (Faculty)

Phil Gieschen (Coordinator of Risk Management)

Craig Dieckman (Director of DuPage County Office of Homeland Security and Emergency Management)

Michael Harvey (Director of Milton Township Community Emergency Response Team)

Kurt Vavra (Deputy Chief, Glen Ellyn Police Department)

Keith Krestan (Fire Chief, Lisle-Woodridge Fire Department)

Chuck Steele (Manager of Student Life)

Nathania Montes (Dean of Student Affairs)

Samantha Salvato (Manager, Access and Accommodations)

APPROVAL AND REVISIONS

This document will be reviewed annually, by December 31, by the College of DuPage Police Department, with input from members of the Violence Prevention Committee, DuPage County Health Department—Behavioral Health, and other College staff.

EMERGENCY NUMBERS

COD MAIN CAMPUS

425 Fawell Blvd., Glen Ellyn, IL 60137

COD Police Department

(630) 942-2000

Interior Campus Phone Line 2000

FOR EMERGENCIES

On campus, call 2000.

Off campus, call 911.

NON-EMERGENCY NUMBERS

ADDISON CENTER

301 Swift Road, Addison, IL 60101

Addison Police. (630) 543-3080

Addison Fire. (630) 628-3100

CAROL STREAM CENTER

500 Kuhn Road, Carol Stream, IL 60188

Carol Stream Police. (630) 668-2167

Carol Stream Fire. (630) 668-4836

NAPERVILLE CENTER

1223 Rickert Drive, Naperville, IL 60540

Naperville Police. (630) 420-6666

Naperville Fire. (630) 420-6142

WESTMONT CENTER

650 Pasquinelli Drive, Westmont, IL 60559

Westmont Police. (630) 981-6300

Westmont Fire. (630) 981-6400

INNOVATION DUPAGE

535 Duane St., Glen Ellyn, IL 60137

Glen Ellyn Police. (630) 469-1187

Glen Ellyn Fire. (630) 469-5265

LISLE/WOODRIDGE

Fire Protection District. (630) 353-3000



College of DuPage

425 Fawell Blvd., Glen Ellyn, IL 60137
cod.edu/police