

**Argosy University, Schaumburg Campus
Jeanne Clery Disclosure of Campus Security Policy
And Campus Crime Statistics Report
October 1, 2011**

INTRODUCTION

Argosy University, Schaumburg Campus is providing the following information to all of its employees and students as part of the Argosy University, Schaumburg Campus commitment to safety and security pursuant to the requirements of the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. If you should have questions about any of the information provided in this Report, please contact the Vice President of Academic Affairs, Dr. David VanWinkle at (847) 969-4922.

I. CAMPUS SECURITY AND CRIME PREVENTION POLICY

The Argosy University, Schaumburg Campus Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Report are distributed to every student and employee on an annual basis and is available to prospective employees and students at their request. Employees receive a copy that will be distributed by the Human Resource Department. The report is distributed to all students through email or sent directly to their home address if email is not available.

EMERGENCY NOTIFICATION AND EVACUATION PROCEDURES

During severe weather or other local emergencies, please visit www.emergencyclosings.com or call 847-238-1234. Emergency Texting Alerts will be available by request. Please contact Horacio Tovar, Technology Support Supervisor, 847-969-4957 or Evelyn Humphries, Director of Student Services, 847-969-4983. In the event of an actual emergency, the emergency monitors will be in charge of directing traffic and leading everyone to the safe areas.

Red Phones

The red phones, located on the 8th floor of 999 N. Plaza Drive, are programmed to contact the Facilities Manager by pressing the “day” button between 8:00 am and 8:00 pm or the Campus Security Aide after 4:00 pm and 12:30 am Monday through Thursday and 9:00 am to 5:30 pm on Sunday. Even though the red phones are “emergency” phones, students and faculty are encouraged to use them even when they are not sure if it is an emergency situation.

Argosy University Schaumburg fire alarm will sound in the event of a fire, natural disaster or any other emergency in the facility. Students, Faculty, and Staff should become familiar with the building evacuation plan that is displayed throughout the building. Emergency preparedness includes knowledge of these items:

- Participation in regularly scheduled fire drills
- Follow directions from the assigned floor warden for exiting your area. Exit building using nearest stairwells only.

- Physically-challenged individuals are to wait in the stair well with the last floor warden to leave and instruct another floor warden to notify emergency personnel of their whereabouts by face to face communication or the radios which will be carried by each floor warden.
- Clear the front entrance to the building by moving at least 100 feet north or south in the parking lot.
- Do not reenter the building until emergency personnel gives the “All Clear”.
- Emergency evacuation routes are posted at all locations. Each area of each building will have the floor wardens check that all offices, classrooms and restrooms are evacuated and lock

Designated Floor Wardens:

- Senior Desktop Analyst (8th floor Warden)
- Associate Professor of Business (8th floor Warden)
- Vice President of Academic Affairs (8th floor Warden)
- Campus Director (1st floor Warden)
- Director of Admission (1st floor Warden)
- Director of Library Services (1st floor warden)

Responsibility for the execution of any and all evacuation of premises rests with:

- The President, or designated Executive Committee member, if not available
- The Senior Desktop Analyst
- The Maintenance Technician
- The Floor Safety Marshal as appointed by Argosy Schaumburg management team

In the event that an individual becomes aware of some event which makes evacuation necessary or potentially necessary, that individual shall take the following actions (unless doing so would hinder the prompt and safe evacuation of the premises):

- Argosy Schaumburg management as described above, shall promptly be notified
- If practicable, Argosy Schaumburg management shall assess whether evacuation is necessary, and/or the extent or scope of emergency
- As outlined above, the responsible individuals shall make every effort to contact faculty and/or students in classrooms or otherwise
- Anyone present within the facility shall be requested to leave immediately

Any faculty member administering a class shall;

- Communicate to the student body the need for an evacuation and if practicable the reasons for the evacuation
- Ensure that all students exit in a calm and efficient manner
- Ensure that the students know the location of the emergency exits
- Ascertain that classrooms or labs are empty
- Bring a class roster that shows who was in attendance and absent during the class period
- Communicate to the students where the reassembly point shall be located
- Assist with the evacuation of the premises prior to the departure
- Upon evacuation, every effort shall be made to reach the reassembly area quickly and to determine which students are present and which may be missing

- Communicate the presence of any student to Argosy, Schaumburg management or civil authorities if present
- Under all circumstances, the evacuation of all but the first floor shall be via the stairwells at either end of the building, not the elevators
- Once evacuated, every effort shall be made to reach the South parking lot as far from the building as possible and as quickly as practicable

In order to ensure the efficient and safe execution of any evacuation, the Senior Desktop Analyst shall

- Conduct routine emergency evacuation drills, not less than quarterly
- Conduct review of policies and procedures related to the process in order to update and or revise its content
- Work with all relevant individuals in order to ensure that the processes outlined above are practicable and or reasonable

A text messaging notification system is used to notify students, faculty and staff of an emergency. The Campus President determines the content of the notification and the Campus President initiates the notification system.

REPORTING CRIMES AND EMERGENCIES

A safe environment is everyone's responsibility. Students, faculty and staff are encouraged to report all criminal acts, suspicious activities or emergencies promptly and have the right to report these matters confidentially. Victims or witnesses to a crime are encouraged to file a report of the incident. Reports can be filed on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics by contacting the Campus Director –or the Director of Student Services – Evelyn Humphries by calling (847) 969-4900. Reports are kept in a secure location in Student Services. Names of victims or witnesses are not disclosed in the crime report. It is the policy of Argosy University, Schaumburg Campus that all criminal acts or other emergencies be properly documented and reported to local authorities as required by law.

Students and employees should promptly report all criminal actions and emergencies occurring on or around Argosy University, Schaumburg Campus facilities to the Campus Director or the Director of Student Services – Evelyn Humphries, either in person or by calling (847) 969-4900. If they are not available, you may contact the Schaumburg Police Department by dialing 911 or (847) 882-3586.

All criminal activity is documented by the completion of an Incident Report and is reported to local police agencies, the President, and the Director of Student Services. Criminal activity might include, but is not limited to, burglary, motor vehicle theft, aggravated assault, robbery, sexual offense, hate crimes, gender crimes or murder.

In the event of fire or medical emergencies, staff and employees should contact the Schaumburg Police by dialing 911 and then notify the President and the Director of Student Services.

SEXUAL ASSAULT POLICIES AND THE RIGHTS OF VICTIMS

Victims of sexual assault or rape should follow these recommended steps:

- Go to a safe place following the attack.
- Do not shower, bathe or destroy any of the clothing you were wearing at the time of the attack.
- Go to a hospital emergency room for medical care.
- Make sure you are evaluated for the risks of pregnancy and venereal disease.
- A medical examination is the only way to ensure you are not injured and could provide valuable evidence should you decide to prosecute.
- Call someone to be with you as you should not be alone.
- Reporting the rape to the police is up to you, but remember that reporting a rape is not the same thing as prosecuting a rape.
- Please call the police and report the rape.

If you request, Argosy University, Schaumburg personnel will assist in notifying the proper authorities and in assisting in identifying independent counseling or mental health services. Victims can also contact the Rape Abuse and Incest National Network at (800)656-HOPE (800)-656-4673 for assistance.

After any campus sexual assault is reported, the victim of such crime has the right to request that Argosy University, Schaumburg personnel take reasonably feasible steps or actions to prevent any unnecessary or unwanted contact or proximity with alleged assailants. On-campus disciplinary procedures against students will be in accordance with Argosy University, Schaumburg's published Student Conduct Policy and the Appeals Policies and Procedures that appear in the *Academic Catalog*.

POLICIES FOR PREPARING THE ANNUAL DISCLOSURE OF CRIMINAL STATISTICS

All incidents are reported and documented on the Incident Report, which is sent to the Director of Student Services. Reports are kept in a secure location in the Department of Student Services. The annual crime report is prepared by gathering campus crime statistics and data from local and state police and sheriff departments and other relevant information by the Director of Student Services – Erlis Murph.

SECURITY AND ACCESS TO THE UNIVERSITY

It is the policy of Argosy University, Schaumburg Campus that access to all campus facilities, including housing facilities, be limited to authorized personnel, students and invited visitors. Visitors are at all times subject to Argosy University, Schaumburg Campus policies and conduct codes. Students and employees are responsible for the conduct of their guests at all times. Students, staff and faculty are required to carry their identification card with them at all times while on Argosy University, Schaumburg Campus premises.

ACCESS TO ACADEMIC BUILDINGS

A security desk is located on the first floor of the entrance to Argosy University, Schaumburg Campus. After normal business hours, the building is protected with electronically locked security doors and security cameras. Exterior lighting is provided around the building and in the parking lot. Suspicious persons are questioned and asked to leave the premises.

CAMPUS LAW ENFORCEMENTS

Though Argosy University, Schaumburg Campus does not employ security personnel, building management maintains trained security personnel to keep regular business hours during the week. Security Personnel at the school buildings are there at the direction of the building management, and are to assist students, faculty and staff of Argosy University, Schaumburg Campus. Students are required to carry their University Photo ID card at all times and to present them upon request.

RELATIONSHIPS WITH LOCAL AND STATE POLICE

Argosy University, Schaumburg Campus is located in Schaumburg in Cook County. Argosy University, Schaumburg Campus maintains a close working relationship with the Schaumburg police department with periodic contact initiated by Argosy University, Schaumburg Campus personnel to ensure that Argosy University, Schaumburg Campus is aware of criminal offenses and arrests occurring on or near the campus so that they can be properly reported, and if necessary, provide for timely warning reports on crimes that represent a continuing threat. Timely warning reports are provided via email and campus postings.

PROGRAMS TO INFORM STUDENTS AND EMPLOYEES ABOUT THE PREVENTION OF CRIMES

The Argosy University Schaumburg Student Services Department offers occasional workshops to students and employees on crime prevention.

PROGRAMS TO INFORM STUDENTS AND EMPLOYEES ABOUT CAMPUS SECURITY

All new Argosy University, Schaumburg Campus employees and students are instructed on crime awareness, prevention and campus security during orientation. All students are given access to , and should carefully review the student handbook, which contains information on the drug free campus, campus security and crime prevention. Names of victims or witnesses that provide information on criminal offenses are not disclosed in the annual disclosure of crime statistics and are maintained by the Director of Student Services in a secure location.

As the school is in a urban area, employees and students are encouraged to be responsible for their own safety, the safety of others in the Argosy University Schaumburg community and to follow a common sense approach to personal safety. The Argosy University Schaumburg Director of Student Services will be available to offer support and referral to counseling services as well as to inform the victim of policies and procedures for insuring his/her continuing safety

DRUG AND ALCOHOL POLICIES

In keeping with section 120(a) through (d) of The Higher Education Act of 1965, as amended, including the Drug-Free Schools and Communities Amendments of 1989 (Public Law 101-226), a “Drug Free Schools and Campuses” publication, the Drug Prevention Policy, is provided to all Argosy University, Schaumburg Campus employees and students annually.

Pursuant to federal and state drug laws, students are prohibited from the unlawful manufacture, distribution, possession, sale or use of illicit/illegal drugs. Argosy University, Schaumburg Campus also enforces state laws regarding underage drinking. This prohibition applies while on the property of the school or when participating in any university activity. Students or employees who violate this policy will be subject to disciplinary action up to, and including, expulsion from school or termination of employment.

PROGRAMS AND PROCEDURES REGARDING SEXUAL ASSAULT

The Argosy Schaumburg Campus hosts workshops to promote the awareness of rape, acquaintance rape, and other forcible and nonforcible sex offenses.

It is also recommended that victims call the Rape Crisis Hotline at 1-800-656-Hope. It is open 24 hours a day and their counselors can help answer medical and emotional questions at any hour and in complete confidence. Reporting the rape to the police is up to the victim, but it is important to remember that reporting a rape is not the same as prosecuting a rape. Victims are strongly encouraged to call the police and report the rape. If the victim requests, Argosy University, Schaumburg Campus will assist in identifying off-campus counseling or mental health services. After any campus sexual assaults are reported, the victims of such crimes have the right to request that Argosy University, Schaumburg Campus personnel take steps or actions reasonably feasible to prevent any unnecessary or unwanted contact or proximity with alleged assailants, including relocation in Argosy University, Schaumburg Campus housing, if applicable, or the transfer of classes.

Other rape crisis centers or mental health agencies available to assist a victim of sexual offenses include:

Arlington Heights

Northwest Center Against Sexual Assault
Crisis Line – 888-802-8890
Counseling – 847-806 -6526
415 W. Golf Rd., #47

Belvidere

Rockford Sexual Assault Counseling
Crisis Line – 815-636 9811
521 S. State St., #9
Counseling – 815-544-6821

Aurora

Mutual Ground
Crisis – 630-897-0080
Counseling -630-897-8383

Berwyn

Rape/Sexual Assault Advocacy
Crisis Line – 708-482-9600

Chicago

Community Counseling Centers of
Chicago
Crisis Line – 888-293-2080
Quetzal Center
2525 W. Peterson Ave.
773-765-0612

Elgin

Community Crisis Center
847-697-2380

Crisis Line & Counseling

Hoffman Estates

Alexian Brothers Behavioral Health
Hospital
800-432-5005
1650 Moonlake Blvd.
Counseling referrals available

National Sexual Assault Hotline

800-656-Hope (4673)

www.Rainn.org

Confidential online hotline available

Glen Ellyn

Metropolitan Chicago- Dupage District
630-971-3927
739 Roosevelt Rd., Bldg. 8 Suite 210

Kankakee

Kankakee County Center Against Sexual
Assault
Crisis Line – 815-932-3322
1440 W. Court St.
Counseling – 815-932-7273

Rockford

Rockford Sexual Assault Counseling
815-636-9811
4990 E. State St.

Joilet

Sexual Assault Service Center
Crisis Line – 815-730-8984
1550 Plainfield Rd.
Counseling appts. – 815-729-0930

Chicago

RVA-Cook County Hospital Satellite
Crisis Line – 888-293-2080
Medical Advocate - 312-864-6112
1901 W. Harrison St., #419

Chicago

YWCA of Metropolitan Chicago Loop
Women's Services
888-293-2080 (coverage for many
neighborhoods outside of Loop)

Chicago Heights (also serves IN on east)

South Suburban YWCA
708-748-5672
320 W. 202ND St.

DISCIPLINARY ACTION AND SANCTIONS

On-campus disciplinary procedures against students will be in accordance with the Argosy University, Schaumburg Campus published Student Conduct Policy. Both the accuser and the accused are entitled to have others present during a disciplinary proceeding. Both will be informed of the outcome of any campus disciplinary proceeding. For this purpose, the outcome of a disciplinary proceeding means only Argosy University, Schaumburg Campus final determination with respect to the alleged sexual offense and any sanction that is imposed against the accused. Sanctions, which may be imposed following a final determination of a disciplinary proceeding regarding rape, acquaintance rape, or other forcible or non-forcible sex offenses, may include warning, probation, suspension or dismissal.

INFORMATION REGARDING REGISTERED SEX OFFENDERS

Information regarding registered sex offenders under section 170101 (j) of the Violent Crime Control and Law Enforcement Act of 1994 is available with the Schaumburg Police Department, located at: 1000 W. Schaumburg Road, Schaumburg, IL 60194-4198.

Additional information can be obtained by calling the police department at (847) 882-3586 or visiting <http://www.city-data.com/so/so-Schaumburg-Illinois.html>.

CRIME STATISTICS

The following statistics are provided for your information in compliance with the Jeanne Clery Disclosure of Campus Security Act and Campus Crime Statistics Act. Argosy University, Schaumburg Campus prepares the crime statistic policies annually by gathering all reported data and preparing a report for its employees and students. Moreover, local/state police agencies are contacted by the President and/or the Director of Student Services quarterly to maintain a working relationship and formulate statistics for the annual crime statistics report. Set forth in the first box below are statistics available to the University concerning the occurrence on the University's campus and public property which were reported to local police agencies. The second box below sets forth available statistics concerning the number of criminal offenses in relation to hate crimes on the University's campus and public property. Finally, in the third box arrests and "referrals for campus disciplinary action" for liquor law violations, drug law violations, and illegal weapons possession are listed. Victims or witnesses may report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.