

Annual Campus Safety and Security Report
Eastern Iowa Community Colleges
2019-2020

The following statements provide information regarding compliance with the requirements under Title II Crimes Awareness and Campus Security Act also known as the Jeanne Clery Disclosure of Campus Security Act. This information is distributed through a direct link to all students and employees through the Annual Security Report. Paper copies are available upon request of the dean of student development.

The report includes statistics for the previous three years concerning reported crimes that occurred on the EICC campuses; in certain off campus buildings or property; or public property immediately adjacent to and accessible from the campuses. The report also includes information about institutional policies concerning campus security. The report is prepared in cooperation with local law enforcement agencies. Campus crime statistics include those reported to the dean of student development and local law enforcement agencies. Law Enforcement agencies are contacted on an annual basis to request information about applicable reported crimes that occurred on campus and adjacent public property. The dean of student development is the designated college official for the collection of crime report information and allegations of Clery Act and VAWA crimes.

1. **Crime Reporting:** EICC takes every possible precaution for crime prevention. If a crime should occur on one of the EICC locations, the victim or persons having knowledge of the crime should immediately contact the local law enforcement at 9-911. Additionally, the crime should be reported to the Dean of Student Development, Facilities Manager or through Ancillary Services. With each report, an incident report must be completed and filed. The District Administrative Procedures Manual contains the policies of the District relative to campus security procedures and the reporting of incidents. This manual is available at each college and can be accessed from the District Intranet site.
2. **Security Systems:** Security systems are in place at facilities owned or controlled by the college. The manager of buildings and grounds is responsible for ensuring that security systems are in place which protect and control access to the buildings.
3. **Security Personnel:** Clinton Community College and Muscatine Community College does not employ security personnel. Law enforcement and private security firms are relied upon to provide quick response to security needs. In all matters where it is deemed appropriate, a policy report using the appropriate reporting form will be filed through the college's Ancillary Services Office or Dean of Student Development Office. Effective July 1, 2019, Scott Community College has employed a security official to provide oversight of the campus.
4. **Programming:** Annually, the college provides programming that includes student orientation, and staff development activities designed to make people aware of their own security and the security of others. In the best interest of the entire college community, EICC students and staff are collectively encouraged to use good judgment in their actions on or around the college campus. The individual well-being of each person should be the overriding goal of all people associated with the community college district. The EICC will remain diligent in its efforts to promote a safe and secure campus environment. Safety and Security programs offered include, but are not limited to: self-defense, home security, prevention of sexual assault and domestic violence and substance abuse. EICC provides electronic training modules through SafeColleges training for students and staff.
5. **Drug and Alcohol Policy:** EICC prohibits the unlawful possession, use or distribution of controlled substances by students and employees on property owned or leased by EICC or in conjunction with EICC sponsored activities. Violations of this policy will result in the initiation of disciplinary action. Alcoholic beverages may be allowed at certain college events with prior administrative approval. The guidelines for the utilization of alcoholic beverages at student events are available from the designated college activities coordinator. Violations of the District policies regarding alcoholic beverages will result in disciplinary action. Programming is provided for students through SafeColleges training modules.
6. **Sexual Offense Reporting:** As with other incident reporting, contact should be made with the Dean of student Development or Ancillary Service Office. The local police department has law enforcement authority for campus crimes. After reporting occurrences to the site administrator, any criminal occurrences should also

be reported to the local police. Students have the option to contact proper law enforcement authorities, and the college will assist, if requested.

7. Sex Offender Registration: Iowa law requires a person who has been convicted of a sex offense anywhere to register with the sheriff in the county in which they reside. Information about sex offenders is maintained by the Iowa Department of Public Safety and can be accessed at www.iowasexoffender.com.
8. Emergency Notification: In an effort to keep students and employees safe and informed in emergency situations, EICC provides EICCAAlert as a free service. EICCAAlert sends text and voice messages and email notification about significant emergency or dangerous situations involving an immediate threat to the health or safety of students or employees. The service also allows users to receive messages when the college is closed due to weather. Students and staff may sign up for EICCAAlert on EICConnect.
9. Timely warnings: In the event that a situation arises, either on or off campus that, in the judgment of the campus Administrative Team, constitutes an ongoing or continuing threat, a campus wide timely warning will be issued. The warning will be posted on monitor systems throughout the campus(es) and e-mail messages will be sent. Messages will also be sent using the EICCAAlert system that provides text messages.
10. Access and Security to Campus Facilities: Each building in EICC maintains hours of operation. Buildings may have individual hours which may vary at different times of the year. Buildings will be secured according to the scheduled developed by the campus.
11. Emergency Preparedness: Plans for each EICC location are posted on line and outline the steps that should be taken in case of emergencies. Fire and weather condition procedures are posted in each room. Regular drills are scheduled for each location.
12. Security Awareness: EICC encourages all students and staff to be aware of their surroundings. Students and staff are encouraged to keep their personal belongings in sight at all times. Should any suspicious behavior be observed, it should be reported to the Dean of Student Development or facility manager.

DRUG-FREE SCHOOLS AND CAMPUSES ACT

EICC strives to provide an educational environment that promotes the health and safety of its students, faculty, and staff. To this end, EICC complies with the Drug-Free Schools and Campuses Act.

ALCOHOL AND DRUG ABUSE PREVENTION

It is our intent and obligation to provide a drug-free, healthful, safe, and secure campus environment in order to promote an optimum learning environment.

The college recognizes drug abuse as a potential health, safety, and security problem. Students needing help in dealing with such problems are encouraged to seek help and utilize the resources made available through the campus and the community.

The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance on college premises or while representing the college off campus is absolutely prohibited. Violations of this policy will result in disciplinary action, up to and including expulsion, and may have legal consequences. Alcoholic beverages may be allowed at certain college events with prior administrative approval. The guidelines for the utilization of alcoholic beverages at student events are available from the designated college activities coordinator. Violations of the District policies regarding alcoholic beverages will result in disciplinary action.

RESOURCES FOR SUBSTANCE ABUSE PREVENTION AND REFERRAL

Our professionally trained staff is here to help. We are interested in providing information to the staff and students to promote prevention of substance abuse. We are concerned about providing support mechanisms to address the immediate problem of individuals who are abusing substances and to obtain the professional intervention needed to assist them. These resources are available at our colleges or in our community:

- A. Our professionally trained staff is here to help. If you are concerned about your own or

another's use of substances, they can assist in making an appropriate referral for you.

- B. Clinton Community College refers students to New Directions, Inc., Center for alcohol and other chemical dependencies. The New Directions offices are located at 250 20th Avenue North, Clinton Iowa 52732. The New Directions phone number is (563) 243-2124. Services available through New Directions include direct counseling with clients and their families, immediate hospitalization and detoxification and treatment if needed, follow-up treatment after hospitalization, residential care at the King House, a transition center for substance abusers, twenty-four-hour staff availability and aftercare.
- C. Muscatine Community College refers students to New Horizons for alcohol and other chemical dependencies. New Horizons' office is located at 1616 Cedar Street, Muscatine, Iowa 52761. The phone number is (563) 264-9409. Services available through New Horizons include direct counseling with clients and their families, follow-up treatment after hospitalization, 24- hour staff availability, aftercare, evaluation and referral, and adult Children of Alcoholics group.
- D. Scott Community College, in conjunction with the Center for Alcohol and Drug Services (CADS), has agreed to assist individuals and families requesting prevention or treatment services. For more information on services provided by the Center for Alcohol and Drug Services, please call: Iowa (563) 322-2667 24 hours a day; Illinois (309) 788-4571; Prevention (563) 355-0096. The Center is a private, nonprofit corporation offering programs focused on the reduction and/or elimination of alcohol and other drug abuse. Because each individual has different needs, the Center's continuum of care provides a variety of flexible programs for individuals and families, with or without the ability to pay for services.

Educational programming for individuals and groups is also available. Topic examples include:

1. The Signs and Symptoms of Alcoholism and Drug Dependency.
2. Alcoholism and its Effects on the Spouse or Significant Other.
3. Alcoholism and its Effects on Children.
4. The Prevention of Alcohol/Substance Abuse.

For additional information, please contact:

Dr. Michael Beane
Dean of Student Development
Scott Community College
(563) 441-4016

Shelly Cram Rahlf
Dean of Student Development
Muscatine Community College
(563) 288-6001

Michelle Allmendinger
Dean of Student Development
Clinton Community College
(563) 244-7002

Deb Sullivan
EEO/Title IX Coordinator
EICC
(563) 336-3300

HEALTH EFFECTS OF SUBSTANCE ABUSE

For a chart of drugs of abuse/uses and effects visit: www.dea.gov/druginfo/factsheets.shtml

LEGAL SANCTIONS AND PENALTIES

IOWA ALCOHOL RELATED LAWS

Underage possession, purchase, consumption:

1. First offense – simple misdemeanor, \$100 fine.
2. Second Offense – simple misdemeanor, \$500 fine and loss of driving privileges not to exceed one year or substance abuse evaluation.
3. Subsequent Violators – simple misdemeanor, \$1,500 fine and loss of driving privileges not to exceed one year.

OWI:

- 1st offense – 48 hours in jail, \$1,250 fine.
- 2nd offense – 7 days in jail, \$1,850 fine
- 3rd offense – 30 days in jail or commitment to prison (5 years maximum), \$3,125 fine.

For more information: <http://iowaabd.com>

FEDERAL AND STATE DRUG PENALTIES

Substance Abuse Resources

For a chart of Federal Trafficking Penalties, visit www.dea.gov/druginfo/ftp3.shtml

TOBACCO FREE

Pursuant to the Iowa Smoke Free Air Act, smoking is prohibited at all EICC campuses and buildings, including, but not limited to, all private offices, conference and meeting rooms, lounges, cafeterias, hallways, restrooms, elevators, stairways, and stairwells. Smoking is also prohibited in any vehicle leased or owned by EICC and in all outdoor areas on any EICC campus, including, but not limited to, any parking lot or athletic field.

Smoking is defined as the burning or inhaling of tobacco or other matter that can be smoked or inhaled, or the inhaling of smoke or vapor from an electronic smoking device. Tobacco use, including cigarettes, cigars, pipes and smokeless tobacco, and the use of e-cigarettes are prohibited.

EICC encourages students with questions and complaints regarding the smoking at the colleges to contact the Dean of Student Development. EICC expressly prohibits any retaliation against students who raises a complaint regarding any alleged violation of the Policy or the Iowa Smoke free air Act or exercises his or her rights under the act. Any student who believes he or she has been retaliated against should promptly make a report to the Dean of Student Development.

DANGEROUS WEAPONS ON CAMPUS

EICC strives to provide a learning and working environment that is safe and conducive to meeting the mission of the colleges. All campuses of EICC are school grounds. No person, except law enforcement or other public safety employees in the course of their duties, shall possess or carry a dangerous weapon, which shall include a gun, firearm, or other dangerous weapon, other than a non-projectile stun gun.

NON-DISCRIMINATION/ANTI-HARASSMENT

(A) Purpose and Expectations

Eastern Iowa Community Colleges is committed to maintaining a workplace, academic environment free of discrimination and harassment. Therefore, the college does not tolerate discriminatory or harassing behavior by or against employees, faculty members, vendors, customers, students or other persons participating in a college program or activity.

While the college does not tolerate any form of discrimination or harassment, the Non-Discrimination/Anti-Harassment Policy and related procedures are intended to cover discrimination and harassment based on protected class. Protected classes for purposes of this policy are sex, race, color, religion, national origin,

ancestry, age, disability, genetic information (GINA), military status, sexual orientation and gender identity and expression.

Anyone who is subjected to conduct that creates an intimidating or hostile environment regardless if the conduct is based on a protected class, shall report the conduct to a person outlined in Section D of this policy.

In furtherance of these expectations, employees and students must participate in required training.

(B) EEO/TITLE IX Definitions of Discrimination/Harassment

As used in this policy, the following terms are defined and will be adhered to as follows:

Discrimination – when a person, or a group of people are treated less favorably than another person or group of people on the basis of a protected class.

Discrimination may occur in several forms:

1. *Disparate Treatment* – when an individual is treated differently from a person who is similarly situated because of membership in a protected class.
2. *Disparate Impact* – when a policy, practice or decision is based on neutral factors that have an adverse impact on a protected class.
3. *Harassment* – physical, non-verbal or verbal conduct that has the purpose or effect of creating an intimidating, hostile or offensive work or academic environment. The harassment must be based on a protected class and interfere with an employee's terms and conditions of employment or a student's academic or athletic achievement.
4. *Hostile Environment* – occurs when the conduct at issue is so severe or pervasive that it creates an intimidating, abusive or offensive environment regarding employment, academic or athletic decisions for a person in a protected class. A single instance of discrimination may be sufficient to create a hostile work environment

(C) Consequences of Discrimination/Harassment

1. *Employees* – any employee found to be in violation of this policy will be subject to disciplinary action, up to and including termination of employment.
2. *Students* – any student found to be in violation of this policy will be referred to the Campus Dean of Student Development and the EEO/Title IX Compliance Office for resolution in accordance with the Student Code of conduct Policy.

(D) Reporting Responsibilities

1. Anyone who believes that an administrator, supervisor, employee, faculty member, student or non-employee's behavior constitutes discrimination or harassment has a responsibility to report the behavior/action as soon as it is known.
2. In cases of alleged discrimination/harassment in employment or if the victim or alleged perpetrator is an employee, the complaint may be made to any of the following:
 - a. The Equal Employment Opportunity (EEO) Title IX Compliance Officer
 - b. A campus president, supervisor, director, dean, chairperson, or other administrator
 - c. An employee of the Human Resources department
3. In case of alleged discrimination/harassment when the victim and/or alleged perpetrator is a student, a potential student, or someone participating in a college athletic event, the complaint may be made to any of the following:
 - a. The Equal Employment Opportunity (EEO) Title IX Compliance Officer
 - b. The Dean of Student Development
 - c. A campus president, dean, chairperson, or other academic administrator
 - d. The college's athletic coach

4. Any person designated to receive complaints under this policy who has direct or constructive knowledge of alleged discriminatory or harassing behavior must immediately report behavior to the EEO/Title IX Compliance Officer. Failure to do so shall result in disciplinary action, up to and including termination of employment.
5. Any employee who witnesses behavior which may be deemed to violate this policy is expected to report the behavior as outlined above.

(E) Academic Freedom/FIRST Amendment Guidelines

1. The college is committed to providing a safe, anti-harassing, and non-discriminatory environment that protects the civil rights of individuals, and the college recognized the constitutional protection of academic freedom in the classroom.
2. This policy is not intended to restrict serious discussion of controversial issues in a training or academic situation.

(F) Confidentiality

To the extent possible, all information received in connection with the reporting, investigation and resolution of allegations will be treated as confidential, except to the extent it is necessary to disclose information in order to investigate, prevent or address the effects of the discrimination/harassment, resolve the complaint or when compelled to do so by law. All individuals involved in the process should observe the same standard of discretion and respect for the reputations of everyone involved in the process.

(G) Retaliation

College policy and federal, state and local law strictly prohibits retaliation in any form against any employee, faculty member, student, vendor customer, or other person participating in a college program or activity who complains or reports an allegation, or who participates in an investigation of discrimination or harassment. Retaliation is a serious violation that can subject the offender to sanctions independent of the merits of the allegation. Allegations of retaliation should promptly be directed to the EEO/Title IX Compliance Officer.

- (H) The Chancellor shall establish procedures to administer this policy, including an EEO/Title IX Reporting and Investigation Procedure.

TITLE: STUDENT PERSONNEL – EICC Board Policy
-- Sexual Misconduct Policy (Title IX)

Eastern Iowa Community College District is committed to fostering an environment in which all members of the college community are safe from sexual misconduct in any form. EICCD prohibits sexual misconduct in any form including, but not limited to, sexual assault, sexual harassment, sexual exploitation, stalking, domestic violence, dating violence, and retaliation. The College will respond to reports of sexual misconduct as outlined in this policy. These standards apply equally to all individuals regardless of the sex, gender, sexual orientation, gender identity, or gender expression of any of the individuals involved.

This policy applies to any allegations of sexual misconduct against an EICCD student regardless of where the alleged sexual misconduct occurred.

EICCD strives to create an environment that will encourage students to come forward if they experience any form of sexual misconduct. The College will work to safeguard the identities and privacy of students who seek help or report the misconduct. There are, however, limits to the confidentiality. Reports describing conduct that is inconsistent with the policy will be promptly and thoroughly investigated. Complaints about violations

will be handled discreetly, with facts made available only to those who need to know to investigate and resolve the matter. The College must also balance the needs of the individual with its responsibility to protect the safety of the college community. Depending on the seriousness of the alleged incident, further action may be necessary, including a timely warning notice. Any such notice would not include information identifying the student.

Many victims of sexual assault are unsure of where to seek help or what steps to take after a sexual assault. While the choice to act rests solely with the affected student, EICC encourages students to take action to ensure their safety and recommends students take the following actions:

- Students should get to a place of safety as soon as possible.
- Contact the local police department (911) and the appropriate college Dean of Student Development at the number listed below.
- Victims of sexual assault are strongly encouraged to seek immediate medical assistance at an area hospital or medical clinic.

Students may report incidents of sexual misconduct to the following EICCD personnel: Dean of Student Development, Clinton Community College, (563)244-7002; Dean of Student Development, Muscatine Community College, (563) 288-6001; Dean of Student Development, Scott Community College, (563) 441-4017; or EICCD's EEO/Title IX Coordinator, (563) 336-3300.

EICC SEXUAL MISCONDUCT PROCEDURE (Title IX)

Eastern Iowa Community Colleges are committed to fostering an environment in which all members of the college community are safe from sexual misconduct in any form. EICC prohibits sexual misconduct in any form including sexual assault, sexual harassment, sexual exploitation, stalking, domestic violence, dating violence, and retaliation. The College will respond to reports of sexual misconduct as outlined in this policy. These standards apply equally to all individuals regardless of the sex, gender, sexual orientation, gender identity, or gender expression of any of the individuals involved.

This procedure applies to any allegations of sexual misconduct against an EICC student regardless of where the alleged sexual misconduct occurred. EICC staff will assist the victim in notifying local law enforcement. The victim has the option to notify law enforcement, be assisted by campus authorities in notifying law enforcement, or decline to notify such authorities.

EICC strives to create an environment that will encourage students to come forward if they experience any form of sexual misconduct. The College will work to safe guard the identities and privacy of students who seek help or report the misconduct. There are, however, limits to the confidentiality. Reports describing conduct that is inconsistent with the policy will be promptly and thoroughly investigated. Complaints about violations will be handled discreetly, with facts made available only to those who need to know to investigate and resolve the matter. The College must also balance the needs of the individual with its responsibility to protect the safety of the college community. Depending on the seriousness of the alleged incident, further action may be necessary, including a timely warning notice. Any such notice would not include information identifying the student.

Community Colleges Students:

If you are a student who believes you have been subjected to (1) sexual harassment by College faculty or staff; or (2) any other form of gender discrimination under Title IX, you may report such misconduct or file a formal complaint with the Title IX Coordinator in the Office of Human Resources. Complaints must be submitted in writing not more than 180 days after the incident(s) in question. For good cause and at the College's discretion, the writing requirement or the 180-day time limitation may be waived.

If you are a student who believes you have been or are the victim of sexual harassment, including sexual assault, sexual violence or other sexual misconduct, by another EICC student, you may report such conduct or file a complaint under Title IX with the Title IX Investigator (Campus Dean of Students) for Student Sexual Misconduct.

Employees:

If you are an employee who believes you have been subjected to discrimination under Title IX, including sexual harassment, or who wishes to file a complaint under Title IX, you can do so with the Title IX Coordinator in the Office of Human Resources. Complaints must be submitted in writing not more than 180 days after the incident(s) in question. For good cause and at the College's discretion, the writing requirement or the 180-day time limitation may be waived.

CONTACT INFORMATION

Debora J. Sullivan, Title IX Coordinator Office of Human Resources
Phone: (563) 336-3487
Fax: (563)323-0652
Email: djsullivan@eicc.edu

Dr. Karen Vickers, V.C. Student Development, CCC President and Title IX Investigator
Phone: (563)244-7027
Email: kvickers@eicc.edu

Dr. Michael Beane, Dean of Students SCC, Title IX Investigator
Phone: (563)441-4003
Email: mbeane@eicc.edu

Michelle Allmendinger, Dean of Students CCC, Title IX Investigator
Phone: (563) 244-7002
Email: mallmendinger@eicc.edu

Shelly Cram-Ralf, Dean of Students MCC, (563), Title IX Investigator
Phone: (563) 288-6164
Email: scramralf@eicc.edu

Options for Assistance

All EICC Locations - Community Resources Include:
Family Resources
24 Hour Regional Iowa Crises Lines-
Sexual Assault- 1-800-228-1625
Domestic Violence- 1-800-373-1043

Ongoing Assistance

There are campus and community resources available to students regardless if a student chooses to report an incident to the college or local law enforcement. Students are encouraged to seek assistance to care for themselves. The college will allow a support person to be available for the student at any stage of the complaint process.

Upon request, EICC will change a victim's academic schedule and may assist change the victim's on-campus living arrangements after an alleged sexual misconduct. Such requests may be made to the Dean of Student Development or the Title IX Coordinator.

The College does not employ counseling employees subject to confidentiality. A student may request for confidential reporting of a crime to an employee; but it is the responsibility of the employee to report the names of those involved, important facts regarding the alleged incident to the Dean of Student Development or the Title IX Coordinator. If the student requests confidentiality, the Title IX Coordinator will make every effort to respect the request and will evaluate the request in the context of the college's responsibility to provide a safe environment for the college community.

Each of the colleges contracts for counseling services from area providers and representative are available on the campuses. This service is available to all students at no cost.

Definitions:

Sexual harassment: uninvited and unwelcome verbal or physical behavior of a sexual nature.

Hostile environment caused by sexual harassment: Sexual harassment, including sexual violence, creates a hostile environment for a student when the conduct is sufficiently serious to limit or deny a student's ability to participate in or benefit from the educational program.

Sexual Assault: any involuntary sexual act in which a person is threatened, coerced, or forced to engage against their will, or any non-consensual sexual touching of a person.

Non-consensual sexual contact: Knowingly touching or fondling a person's genitals, breasts, thighs, groin, or buttocks, or any other contact of a sexual nature when consent is not present.

Non-consensual sexual intercourse: Any penetration of the sex organs, anus, or mouth of another person when consent is not present.

Domestic violence: a pattern of behavior which involves violence or other abuse by one person against another in a domestic context. The relationship may include a current or former spouse or intimate partner, a person with whom the victim shares a child in common, a person who is cohabitating with or has cohabited with the victim as a spouse or intimate partner, or any other person against an adult or youth victim who is protected from the person's acts under the domestic or family violence laws of the jurisdiction.

Dating Violence: violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

Unwelcome Conduct: conduct is considered unwelcome if the person did not request or invite it and considered the conduct to be undesirable or offensive.

Sexual exploitation: Taking sexual advantage of another person for the benefit of oneself or a third party when consent is not present.

Stalking: a course of conduct directed at a specific person that is unwelcome and would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress.

Retaliation: to harass, or otherwise "retaliate" against a person because they filed a complaint or a charge of discrimination.

Intimidation: to frighten or threaten someone, usually in order to persuade that person to do something that you want them to do.

Consent: consent is agreement or permission. The activity must be voluntary and not obtained by coercion or threats. Consent can only be given by a person who has control of his or her mental and physical capabilities. Past consent does not imply future consent. Silence or an absence of resistance does not imply consent. Consent can be withdrawn at any time.

Sex without Consent- is sexual assault. The use of force, intimidation, or coercion is a denial of one's right to give his/her consent.

Incapacitation: Consent is not present when an individual is incapacitated due to age, physical condition, or disability that impairs the individual's ability to provide consent.

Reporting Policies and Protocols:

All members of the EICC community are responsible for creating an environment that is free from any form of sexual misconduct. As with any serious crime committed or attempted on college premises, it is the practice of EICC to

encourage the victim to report any allegation of sexual misconduct to the proper authorities for investigation. EICC will assist in the reporting process upon request. Title IX Complaint forms can be found at:

STUDENT FORMS

<https://www.eicc.edu/about-eicc/student-handbook/sexual-misconduct-policy-title-ix.aspx>

EMPLOYEE FORMS

<https://eicconnect.eicc.edu/facultystaffservices/humanresources/titleix/Documents/EICC%20Title%20IX%20Complaint%20Form.docx.pdf>.

Contacting college staff does not mean a student must pursue charges.

As with other incident reporting, contact should be made with the Dean of Student Development or the Title IX Coordinator. The local police department has law enforcement authority for campus crimes. In cases of sexual misconduct, it is important that any evidence be preserved as it may be necessary to prove a criminal offense.

Students who experience sexual misconduct are encouraged to seek medical attention as soon as possible. An individual who has been sexually assaulted should not shower, bathe, or change clothes or bedding before seeking medical attention. If the individual chooses to change clothes, those items should not be washed and should be brought when seeking medical attention. In cases of sexual assault, the student or employee is encouraged to contact:

Students: Family Resources
24 Hour Regional Iowa Crises Lines-
Sexual Assault- 1-800-228-1625
Domestic Violence- 1-800-373-1043

Employees: Genesis Employee Assistance Program
24 Hour Crisis Line-800-475-1641

Debora J. Sullivan, Title IX
Coordinator Office of Human
Resources
Phone: (563) 336-3487
Fax: (563)323-0652
Email: djsullivan@eicc.edu

Dr. Karen Vickers, V.C. Student
Development, CCC President and
Title IX Investigator
Phone: (563)244-7027
Email: kvickers@eicc.edu

Dr. Michael Beane, Dean of Students
SCC, Title IX Investigator
Phone: (563)441-4003
Email: mbeane@eicc.edu

Michelle Allmendinger, Dean of Students
CCC, Title IX Investigator
Phone: (563) 244-7002
Email: mallmendinger@eicc.edu

Shelly Cram-Ralf, Dean of Students MCC,
(563), Title IX Investigator Phone: (563)
288-6164
Email: scramralf@eicc.edu

In cases of sexual misconduct, EICC shall consider appropriate disciplinary actions against individuals accused of these offenses conditioned on the facts determined in each case. The procedures are outlined in the EICC Student

Code of Conduct, and Student Discipline and Due Process Code, and EICC Administrative Procedures manual. The process allows for both the accuser and accused to have the right to appear alone, with an advisor, or with legal counsel. Both parties will be informed of the outcome.

Students reporting incidences of dating violence, domestic violence, sexual assault, or stalking will be provided a written document outlining steps, student rights, and options.

Sanctions that may be imposed following the final determination are listed in Chapter 5-500 "Disciplinary Penalties" of the EICC Student Discipline and Due Process Code.

Individuals who witness or become aware of situations of misconduct are encouraged to report the situation to the Dean of Student Development or the Title IX Coordinator. Bystander training is made available for students and employees through the Safe Colleges training modules.

EICC prohibits retaliation against any individual for making a complaint, assisting another in making a complaint, or participating in an investigation under these policies. Any individual experiencing any actions that may be retaliatory in nature should immediately report it to the Dean of Student Development or Title IX Coordinator.

EICC will not pursue disciplinary action for improper use of alcohol or other drugs against a student who reports in good faith an incident of sexual misconduct or who participates in an investigation.

EICC encourages prompt reporting of complaints and information regarding sexual misconduct. While there has been a 180-day limit for reporting established, prompt reporting will allow the college to respond to any allegations. The College will not be able to pursue disciplinary action against students who are no longer enrolled at the College.

EICC will conduct a prompt investigation of all reports of sexual misconduct. An attempt will be made to complete investigations within 60 days of the report. The timeline for the final resolution will be based on the complexity of the investigation.

Investigation Procedures and Protocols:

Initial Response: Upon receiving a report of alleged sexual misconduct, the Dean of Student Development will schedule a meeting with the reporter to review the policy and identify needed support or accommodations for the individual. The Dean of Student Development will determine the next steps which may include further investigation or no further action. The Title IX Coordinator will be immediately notified of the report and recommended steps.

The Dean of Student Development may take interim action for the safety of students and to ensure the integrity of the investigation. Such actions may include interim suspension of the accused student or no contact notice between the individuals involved. Necessary accommodations may be made and may include adjustments to academic and/or work schedules, adjustments to on-campus housing arrangements, and assistance with other academic concerns (absences, missing assignments, grades, leave of absence, and withdrawal from classes).

After a complaint has been made, the Dean of Student Development and the Title IX Coordinator will determine the best individual to conduct the investigation. This may be an EICC staff member or an individual hired to conduct the investigation. The investigator serves as a neutral individual whose intent is to gather facts. Interviews will be conducted with the complainant, the accused student(s) and third party witnesses. The complainant as well as the accused student(s) may have an advisor with them at all times.

After conducting the investigation, a report will be submitted to the Title IX Coordinator and shall include a summary of all interviews and a recommendation to continue with discipline or to dismiss the complaint. The Title IX Coordinator will make the final recommendation and present to the Chancellor for final determination. The report will be distributed to the complainant and the accused student(s) as well as to the Dean of Student Development.

The Disciplinary Procedures are outlined in the Student Handbook and EICC Board policies section 400 for employees. Disciplinary actions for sexual offenses will occur following a complete investigation. Actions may include, but are not limited to, the complaint may be dismissed for lack of merit; the complaint may be resolved with all parties involved; or sanctions may be imposed. Possible sanctions may include indefinite suspension,

| | MCC | | | MCC Ag Center | | | MCC Wilton Center | | | MCC Columbus Junction Center | | | MCC West Liberty Center | | |
|------------------------------------|-----|-----|-----|---------------|-----|-----|-------------------|-----|-----|------------------------------|-----|-----|-------------------------|-----|-----|
| | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 |
| On campus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Noncampus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Public property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Residence Halls | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Sex Offenses- Rape | | | | | | | | | | | | | | | |
| On campus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Noncampus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Public property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Residence Halls | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Fondling | | | | | | | | | | | | | | | |
| On campus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Noncampus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Public property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Residence Halls | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Robbery | | | | | | | | | | | | | | | |
| On campus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Noncampus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Public property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Residence Halls | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Aggravated Assault | | | | | | | | | | | | | | | |
| On campus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Noncampus | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Public property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Residence Halls | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Burglary | | | | | | | | | | | | | | | |
| On campus | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Noncampus | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 3 | 0 | 0 | | 0 | 0 |
| Public property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Residence Halls | 0 | 2 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Motor Vehicle Theft | | | | | | | | | | | | | | | |
| On campus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Noncampus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Public property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | | 0 | 0 |
| Residence Halls | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Arson | | | | | | | | | | | | | | | |
| On campus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Noncampus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Public property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Residence Halls | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Hate Crimes- On Campus | | | | | | | | | | | | | | | |
| Murder & Nonnegligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Sex Offenses- Forcible | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Sex Offenses- incest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Sex Offenses- Statutory Rape | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Sex Offenses- Rape | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Fondling | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |

| | MCC | | | MCC Ag Center | | | MCC Wilton Center | | | MCC Columbus Junction Center | | | MCC West Liberty Center | | |
|---|-----|-----|-----|---------------|-----|-----|-------------------|-----|-----|------------------------------|-----|-----|-------------------------|-----|-----|
| | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 |
| Robbery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Burglary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Arson | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Simple Assault | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Larceny- theft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Intimidation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Destruction/Damage/Vandalism of Property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Hate Crimes- Residence Halls Murder & Nonnegligent Manslaughter | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Negligent Manslaughter | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Sex Offenses- Forcible | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Sex Offenses- incest | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Sex Offenses- Statutory Rape | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Sex Offenses- Rape | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Fondling | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Robbery | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Aggravated Assault | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Burglary | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Motor Vehicle Theft | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Arson | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Simple Assault | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Larceny- theft | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Intimidation | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Destruction/Damage/Vandalism of Property | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Hate Crimes- Noncampus Murder & Nonnegligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Sex Offenses- Forcible | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Sex Offenses- incest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Sex Offenses- Statutory Rape | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Sex Offenses- Rape | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Fondling | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Robbery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |

| | MCC | | | MCC Ag Center | | | MCC Wilton Center | | | MCC Columbus Junction Center | | | MCC West Liberty Center | | |
|--|-----|-----|-----|---------------|-----|-----|-------------------|-----|-----|------------------------------|-----|-----|-------------------------|-----|-----|
| | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 |
| Burglary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Arson | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Simple Assault | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Larceny- theft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Intimidation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Destruction/Damage/Vandalism of Property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Hate Crimes- Public Property Murder & Nonnegligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Negligent Manslaughter | | | | | | | | | | | | | | | 0 |
| Sex Offenses- Forcible | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | |
| Sex Offenses- incest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Sex Offenses- Statutory Rape | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Sex Offenses- Rape | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Fondling | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Robbery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Burglary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Arson | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Simple Assault | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Larceny- theft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Intimidation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Destruction/Damage/Vandalism of Property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Arrests- on campus Weapons –carrying, possessing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Liquor Law Violation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Arrests- Residence Hall (if applicable) Weapons-carrying, possessing | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Drug Abuse Violation | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Liquor Law Violation | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Arrests- Public Property Weapons- carrying or possessing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Liquor Law Violation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |

| | MCC | | | MCC Ag Center | | | MCC Wilton Center | | | MCC Columbus Junction Center | | | MCC West Liberty Center | | |
|---------------------------------------|-----|-----|-----|---------------|-----|-----|-------------------|-----|-----|------------------------------|-----|-----|-------------------------|-----|-----|
| | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 |
| Arrests- Noncampus | | | | | | | | | | | | | | | |
| Weapons- carrying, possessing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Drug Law Violation | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 5 | 2 | 0 | | 0 | 0 |
| Liquor Law Violation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 2 | 0 | | 0 | 0 |
| Disciplinary Actions- On Campus | | | | | | | | | | | | | | | |
| Weapons- carrying, possessing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Liquor Law Violation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Disciplinary Actions- Residence Halls | | | | | | | | | | | | | | | |
| Weapons- carrying, possessing | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Drug Abuse Violation | 1 | 2 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Liquor Law Violation | 3 | 0 | 4 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Disciplinary Actions- Non-campus | | | | | | | | | | | | | | | |
| Weapons-carrying, possessing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | | 0 | 0 |
| Liquor Law Violation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | | 0 | 0 |
| Disciplinary Action- Public Property | | | | | | | | | | | | | | | |
| Weapons- carrying, possessing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Liquor Law Violation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Total Unfounded Crimes | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | | 0 | 0 |
| Violence Against Women | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 | '16 | '17 | '18 |
| Domestic Violence | | | | | | | | | | | | | | | |
| On campus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Noncampus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Public property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Residence Halls | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Dating Violence | | | | | | | | | | | | | | | |
| On campus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Noncampus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Public property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Residence Halls | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |
| Stalking | | | | | | | | | | | | | | | |
| On campus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Noncampus | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Public property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| Residence Halls | 0 | 0 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | | n/a | n/a |

**Missing Person's Procedures
Muscatine Community College Housing**

Definition:

A missing student is deemed as: Any students residing in on-campus student housing who has not been seen on campus and cannot be reached by acquaintances for a period of more than 24 hours.

As a Muscatine Community College (MCC) student in housing, you have an option to identify a specific individual of contact should you be deemed missing. This information will be kept confidential and the information will be accessible only to authorized campus officials and law enforcement personnel to assist with a missing person investigation. If you choose to not identify a specific contact, MCC will contact the person(s) identified on your Emergency and Medical information sheet. Per regulations, MCC will contact a custodial parent or guardian for those residents under the age of 18 years and who are not emancipated, within 24 hours of being determined to be missing.

Student Notification Procedures:

Students who believe a resident in housing is missing for more than 24 hours should contact the apartment Manager (Housing Supervisor in the absence of the manager) at once. The Manager or Supervisor will then contact the Dean of Students.

Apartment Manager/Supervisor Procedures:

Upon receiving notification from a person, of a suspected missing housing resident, the Manager or Supervisor will concurrently contact the Dean of Students and verify resident absence.

The Dean of Students shall contact the student's emergency contact person(s) identified (unless under the age of 18, then a custodial parent or guardian).

Once the student has been determined missing, the Dean of Students shall contact the Muscatine Police Department to file a missing person's report within 24 hours of officially being determined to be missing.

**Annual Fire Safety Reports on Student Housing- Nyweide Scott Hall
Muscatine Community College- 2018**

| | |
|--|---|
| Fire Safety Reporting: <i>fires, injuries and damage</i> | |
| Circle the number of fires that occurred: (includes stove fires) | 1 2 3 4 5 6 7 8 ZERO |
| State the cause of each fire reported above: | N/A |
| Circle the number of injuries related to these fires that resulted in treatment at a medical facility: | 1 2 3 4 5 6 7 8 NONE |
| Circle the number of deaths related to a fire: | 1 2 3 4 5 6 7 8 NONE |
| Estimate the value of property damage caused by a fire: | Personal Items: \$ 0 College Property: \$ 0 |

| | |
|--|---|
| <p>Fire Safety Reporting: <i>policies, drills, plans for improvement</i></p> | |
| <p>Describe the policy for mandatory, supervised, fire drills on campus: be sure to include how many drills are required and whether or not the fire department presence is required</p> | <p>Mandatory drills are completed by residents at the start of each semester within the academic year – Two during the fall semester and two during the spring semester. All residents are in attendance and the housing manager is in charge of the programming. Local fire departments were present at the meetings/drills. Additional education is completed during the move-in period.</p> |
| <p>Provide a description of measures taken to provide for student housing <i>facility</i> safety: be sure to include a description of sprinkler system-types and locations throughout the building, the number of fire extinguishers and maintenance schedule.</p> | <p>In addition to mandatory fire drills, the Fire Department attends a building meeting to talk about fire safety and demonstrates how to use a fire extinguisher. This program is mandatory for all student housing residents. Covered information: not overloading outlets, power strips, and extension cords, policies regarding lamps and smoking policies. Cause and effect are provided with examples of student housing fires that have happened in previous years. Renter’s insurance information is included with their housing packets to protect their valuables in case of fires.</p> <p>The fire alarm system is a main panel in Nyweide Scott Hall is 120V AC primary power supply, with secondary battery backup. There are eight manual (pull) stations located in the hallways, 31 smoke detectors, and 14 heat detectors located in the ductwork. The fire alarm system is monitored by Per Mar Security. There are three fire extinguishers on each floor in the hallway, for a total of 9 fire extinguishers in the building. Fire extinguishers are located at the end of each hallway and one located in the middle section of each hallway. The fire alarm system was inspected by a local alarm service vendor. The fire sprinkler system is a wet-type standpipe, internal sprinkler, with alarm devices. The system, including the backflow preventer assembly, was inspected by a local sprinkler service vendor.</p> <p>Inspections of the fire sprinkler system are done annually. Maintenance is performed if identified in the annual report. Muscatine Fire Department does an annual walk-through of all facilities.</p> <p>Visual inspections by maintenance and housing manager are completed monthly and an annual inspection is performed by the fire protection vendor.</p> |
| <p>State the procedures for evacuation and describe policies regarding fire safety education and training program provided to students, faculty and staff</p> | <p>In Nyweide Scott Hall, emergency exit routes are located in each apartment directing students in evacuation situations. There are seven smoke alarms located within each apartment. A smoke alarm is in each bedroom, each vanity, and the living room areas. Each alarm is hardwired and each smoke alarm has secondary battery back-up. Batteries are changed annually or when a low battery is reported. There are nine sprinkler heads in each apartment. Sprinkler heads are located in each bedroom, each vanity area, the living room area, and each hallway. Fire drills are held on a regular semester basis, and campus safety programming is held at the beginning of each semester.</p> |
| <p>Describe the policies/rules regarding portable electrical appliances, smoking and open flames in student housing facility</p> | <p>Muscatine Community College is a smoke-free, alcohol free, and tobacco free campus. Our policy is as stated: “Due to fire and sanitation hazards, space heater, halogen torchiere lamps, and sun lamps may not be used in apartments. When using electrical appliances, power strips with built-in circuit breakers must be used. The use of extension cords as permanent wiring is not permitted and multi-plugs are not allowed.” In addition, hot plates, space heaters, and candles are not allowed. The use of any open-flamed devices within the building is prohibited.</p> |
| <p>Please state all plans for future improvements in fire safety if determined necessary by the institution</p> | <p>During the 2019 year demonstrations will be provided to both students and housing employees for proper use of fire extinguishers.</p> |

Annual Fire Safety Reports on Student Housing-Hansen Hall

Muscatine Community College

2018

| | |
|--|---|
| Fire Safety Reporting: <i>fires, injuries and damage</i> | |
| Circle the number of fires that occurred: (includes stove fires) | 1 2 3 4 5 6 7 8 ZERO |
| State the cause of each fire reported above: | N/A |
| Circle the number of injuries related to these fires that resulted in treatment at a medical facility: | 1 2 3 4 5 6 7 8 NONE |
| Circle the number of deaths related to a fire: | 1 2 3 4 5 6 7 8 NONE |
| Estimate the value of property damage caused by a fire: | Personal Items: \$ 0 College Property: \$ 0 |

| | |
|---|---|
| Fire Safety Reporting: <i>policies, drills, plans for improvement</i> | |
| Describe the policy for mandatory, supervised, fire drills on campus: be sure to include how many drills are required and whether or not the fire department presence is required | Mandatory drills are completed by residents at the start of each semester within the academic year – Two during the fall semester and two during the spring semester. All residents are in attendance and the housing manager is in charge of the programming. Local fire departments were present at the meetings/drills. Additional education is completed during the move-in period. |
| Provide a description of measures taken to provide for student housing <i>facility</i> safety: be sure to include a description of sprinkler system-types and locations throughout the building, the number of fire extinguishers and maintenance schedule. | In addition to mandatory fire drills, a PowerPoint from the Iowa State Fire Marshal is shown and housing policies are reviewed. This program is mandatory for all student housing residents. Covered information: not overloading outlets, power strips, and extension cords, policies regarding lamps and smoking policies. Cause and effect are provided with examples of student housing fires that have happened in previous years. Renter’s insurance information is included with their housing packets to protect their valuables in case of fires. In addition to verbal communication, there is a section in our housing contract under: Policies and Regulations: Student Housing Code of Conduct that addresses and not limited to: Flammable Fluids, Toxic Chemicals, Explosives, Hazardous Substances, Tampering with fire equipment, and Failure to comply with safety regulations. The fire alarm system main panel in Hansen Hall is a Siemens FS250. There are eight manual pull stations in the hallways and nine smoke detectors in the hallways. The fire alarm system is monitored by the Muscatine Fire Department. There are three fire extinguishers on each floor and one in each apartment, for a total of 43 fire extinguishers in the building. Fire extinguishers are located at the end of each hallway and one located in the middle section of each hallway. The fire alarm system was inspected August 2012 by a local alarm service vendor. The fire sprinkler system is a wet-type standpipe, internal sprinkler, with alarm devises. The system, including the backflow preventer assembly, was inspected by a local sprinkler service vendor. Inspections of the fire sprinkler system are done annually. Maintenance is preformed if identified in the annual report. Muscatine Fire Department does an annual walk-through of all facilities. Visual inspections are completed monthly and an annual inspection is performed by the fire protection vendor. |
| State the procedures for evacuation and describe policies regarding fire safety education and training program provided to students, faculty and staff | In Hansen Hall, emergency exit routes are located in the hallways, directing students in evacuation situations. There are five smoke detectors in a four bedroom unit and three smoke detectors in a two bedroom unit. There are smoke alarms in each bedroom and one in the living room/kitchen area. Each alarm is hardwired and each smoke alarm has a secondary battery back-up. Batteries are changed annually or when a low battery is reported. There are eight sprinkler heads in a four bedroom unit and six in a two bedroom unit. Fire drills are held on a regular semester basis and campus safety programming is held at the beginning of each semester. |

| | |
|---|---|
| Describe the policies/rules regarding portable electrical appliances, smoking and open flames in student housing facility | Muscatine Community College is a smoke-free campus, the campus housing are tobacco free buildings. Our policy is as stated: "Due to fire and sanitation hazards, space heater, halogen torchiere lamps, and sun lamps may not be used in apartments. When using electrical appliances, power strips with built-in circuit breakers must be used. The use of extension cords as permanent wiring is not permitted and multi-plugs are not allowed." In addition, hot plates, space heaters, and candles are not allowed. The use of any open-flamed devises within the building is prohibited. |
| Please state all plans for future improvements in fire safety if determined necessary by the institution | Plans are still in process to make The Villas a safe place and our residents. |

Annual Notice of Non-Discrimination

Equal Opportunity and Non-Discrimination

It is the policy of Eastern Iowa Community College District not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status, as required by the Iowa Code §§216.6 and 216.9, Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, et seq.), Title IX (Educational Amendments, 20 U.S.C. §§ 1681-1688), Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and Title II of the Americans with Disabilities Act (42 U.S.C. § 12101, et seq.).

If you have questions or complaints related to compliance with this policy, please contact Debora J. Sullivan, Equal Employment Opportunity Officer/Equity Coordinator, Eastern Iowa Community College District, 101 West Third Street, Davenport, Iowa 52801, 563-336-3487, djsullivan@eicc.edu or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 West Madison Street, Suite 1475, Chicago, Illinois 60661-7204, phone number 312-730-1560, fax 312-730-1576, OCR.Chicago@ed.gov.

Eastern Iowa Community Colleges offer programs in the below list of career and technical education subject areas. Due to accreditation, licensing, or other determining factors, additional admissions requirements are required for the programs indicated with an asterisk.

| | |
|--|----------------------------|
| Accounting Management | Sonography * |
| Administrative and Office Support | Supply Chain and Logistics |
| Agribusiness Management | Surgical Technology* |
| American Sign Language - English Interpreting* | Technical Studies |
| Auto Collision Repair Technology | Truck Driving* |
| Automotive Technology | Turf and Landscape |
| Business Management | Veterinary Technician* |
| Cancer Information Management* | Welding |
| Certified Nurse Aide* | |
| CNC Machining | |
| Culinary Arts | |
| Dental Assisting* | |
| Dental Hygiene*** | |
| Diesel Technology | |
| Early Childhood Education | |
| Electroneurodiagnostic Technology** | |
| Emergency Medical Services* | |
| Engineering Technology | |
| Environmental, Health and Safety | |
| Farm Management | |
| Graphic Arts Technology | |
| Health Information Technology | |
| Heating, Ventilation and Air Conditioning | |
| Hospitality Management | |
| Information Technology * | |
| Mechanical Design Technology | |
| Medical Assistant* | |
| Nursing* | |
| Mortuary Science*** | |
| Radiology Technology* | |
| Renewable Energy System Specialist | |
| Respiratory Care**** | |

* Awards within these areas of study have additional admissions requirements. The specific awards and links to these additional requirements are listed below.

** This program is no longer accepting new students

***This is a shared program with Carl Sandburg College in Galesburg, IL. Students attend courses in Galesburg

****This is a shared program with Northeast Iowa Community College (NIACC)

| Program Name and Award | Link to Admission Requirements |
|--|---|
| American Sign Language - English Interpreting AAS | www.eicc.edu/ASL |
| Cancer Information Management Diploma | https://www.eicc.edu/future-students/our-programs/cim/index.aspx |
| Cancer Information Management Certificate | https://www.eicc.edu/future-students/our-programs/cim/index.aspx |
| Dental Assisting Diploma | https://www.eicc.edu/future-students/our-programs/dental-assisting/index.aspx |
| Certified Nurse Aide | https://www.eicc.edu/future-students/our-programs/cna/ |
| Dental Assisting - Expanded Functions Certificate | https://www.eicc.edu/future-students/our-programs/dental-assisting/expanded-functions-dental-assisting%20.aspx |
| Dental Assisting - Community Dental Health Coordinator (CDHC) Certificate | https://www.eicc.edu/future-students/our-programs/dental-assisting/index.aspx |
| Emergency Medical Technician Certificate | https://www.eicc.edu/future-students/our-programs/ems/index.aspx |
| Emergency Medical Services - Advanced Emergency Medical Technician Certificate | https://www.eicc.edu/future-students/our-programs/ems/index.aspx |
| Information Technology - Augmented and Virtual Reality AAS | https://www.eicc.edu/future-students/our-programs/ar-vr/index.aspx |
| Information Technology - Augmented and Virtual Reality Diploma | https://www.eicc.edu/future-students/our-programs/ar-vr/index.aspx |
| Medical Assistant Diploma | https://www.eicc.edu/future-students/our-programs/medical-assistant/admission-criteria.aspx |
| Nursing - Associate Degree AAS | https://www.eicc.edu/future-students/our-programs/nursing/adn/admission-criteria.aspx |
| Nursing - Practical Diploma | https://www.eicc.edu/future-students/our-programs/nursing/adn/admission-criteria-lpn.aspx |

| Program Name and Award | Link to Admission Requirements |
|--|--|
| Radiology Technology AAS | https://www.eicc.edu/future-students/our-programs/radiology/admission-process.aspx , Apply Now button and a PDF containing same information |
| Sonography - Diagnostic Medical Sonography AAS | https://www.eicc.edu/future-students/our-programs/sonography/ |
| Sonography - Cardiac Sonography AAS | https://www.eicc.edu/future-students/our-programs/sonography/ |
| Surgical Technology AAS | https://www.eicc.edu/future-students/our-programs/surgical-tech/admission-process.aspx |
| Truck Driving Certificate | https://www.eicc.edu/future-students/our-programs/truck-driving/ |
| Veterinary Technician AAS | https://www.eicc.edu/future-students/our-programs/vet-tech/Fall2019VetTechApplicationPacket.pdf and Apply now button |