

IVY TECH COMMUNITY COLLEGE ANNUAL SECURITY & *FIRE* REPORT 2011



Ivy Tech Community College-Bloomington
200 Daniels Way
Bloomington IN 47403

Ivy Tech Community College-Bloomington Annual Security Report 2010

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Preface

The information contained in the Ivy Tech Community College-Central Indiana Annual Security Report is provided to members of the campus community in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The Ivy Tech Director of Security collects statistical crime data from internal records from campus security authorities, as well as, local police records from the following police departments; Monroe County Sheriff's Department, Bloomington Police Department, and the Indiana State Police. As required by law, the Director reports this information to the Office of Postsecondary Education on an annual basis.

About Ivy Tech Community College-Bloomington campuses

Ivy Tech community College-Bloomington is a community college which encompasses nearly 7,000 students and over 200 faculty and staff members. The main campus is located in Monroe County in which a July 1, 2009 estimate placed the population at 185,598. Ivy Tech Bloomington has five different buildings, main campus, Indiana Center for Life Sciences, Liberty Drive, Liberty Crossing, and the John Waldron Arts Center.

Despite the tragic events at other colleges around the country, Ivy Tech Community College-Bloomington, has not experienced any significant major crimes in the past. However, crime and violent events can happen at any time and any place. We always encourage our faculty, staff, and students to be aware of your surroundings and take necessary precautions.

Crime Prevention Program

(Student Handbook)

Ivy Tech Community College-Bloomington is not a residential college; therefore, students are encouraged to follow the same safety precautionary measures that they follow in their home and in the community. The Office of Enrollment Services and Student Development is happy to assist anyone interested in attending a seminar or program on crime prevention and safety by locating the appropriate agency.

IVY TECH SECURITY SERVICES

There is a security guard at each campus every day after 7 A.M. The guard on duty is happy to escort any student to his/her car. The security guard can be found at the Main Lobby Reception Desk. For security issues dial "0" on a school phone during regular hours that the building is open. The main reception desk security at each campus has incident report forms that can be filled out in the event of an incident occurring on campus.

Timely Warnings

In the event that a situation arises, either on, or off campus, that, in the judgment of the Director of Facilities, constitutes an ongoing or continuing threat to the community, a campus wide “timely warning” will be issued. The warning may be issued through any means appropriate including: the Ivy Tech “Campus Connect” website, Ivy News, Text message, email and voicemail.

Crime Log

The Director of Security maintains a Crime Log that records, by the date the incident was reported, all crimes and other serious incidents that occur on campus, in a non-campus building or property, on public property, or within the department’s jurisdiction.

The Daily Crime Log is available for public inspection at the department’s main office located at 200 Daniels Way, Bloomington, IN, 47404. The Crime Log includes the nature, date, time, and general location of each crime reported to the department, as well as the disposition of the complaint, if this information is known at the time the log is created.

The department posts specific incidents in the Daily Crime Log within two business days of receiving a report of an incident and reserves the right to exclude reports from the log in certain circumstances.

Lost and Found

Security operates a lost and found service during normal business hours. Call 812-330-6249 for additional information.

Emergency Medical Response Procedures

Students, faculty, staff, and guests should report any emergency medical situations to the Ivy Tech Bloomington Receptionist at 812-332-1559 extension 0, or call 911. When calling ensure the campus location is given and the nature of the emergency.

CAMPUS SECURITY AUTHORITIES

The federal law known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) requires “Campus Security Authorities” to report campus crime statistics to the Department of Education on an annual basis. At Ivy Tech Community College-Bloomington, the Vice Chancellor of Student Affairs gathers and compiles the statistical information from Security Authorities.

“Campus Security Authorities,” as described by the Clery Act, include security and law enforcement officers, deans, coaches, advisors to student clubs or organizations; and

other campus officials who have “significant responsibility for student and campus activities,” such as, but not limited to, student discipline and campus judicial proceedings. *Professional and pastoral counselors are exempt from the reporting requirement while working within the scope of a license or certification.*

Campus Security Authorities provide **STATISTICAL** information only to the Ivy Tech Campus Security. This process ensures that the information provided does not include any personal information. For the purposes of collecting statistical information for the Annual Security Report, the Campus Security Authorities at Ivy Tech-Bloomington include the following positions:

- Director of Security
- Vice Chancellor of Student Affairs
- Director of Student Life
- Human Resources
- Executive Director of Administration
- Vice Chancellor of Academic Affairs

SEXUAL HARASSMENT AND SEXUAL ASSAULT Harassment/Sexual Harassment/Stalking and/or Intimidation

This is defined as conduct causing alarm, or creating a risk by threatening to commit crimes against persons or their property or making unwelcome sexual advances or requests for sexual favors. This also covers harassment or intimidation of persons involved in a disciplinary hearing and of persons in authority who are in the process of discharging their responsibilities. Harassment, stalking, and/or intimidation is not permitted. Perpetrators are also subject to Indiana state law.

Harassment Policy (Student Handbook)

Victims of a sexual assault should get help as soon as possible. If you are physically injured, seek medical treatment immediately. Contact campus security or the police to report the incident. It is important to preserve any evidence of the crime to assist with the investigation. You should not wash or change clothes if possible before being examined at a medical facility. The College will attempt to assist with victim requested changes in the academic situations whenever possible. If you feel you are being sexually harassed, contact the campus Affirmative Action Office (Human Resources). The Affirmative Action Office responds to every complaint, providing proper mediation when harassment is determined. Incidents involving harassment should be reported to the Executive Director of Administration located in A112.

If You Need Medical Attention

For life threatening conditions,

- Call 911 and/or Campus Security.

- Go to the nearest hospital or clinic.

Faculty and staff should consult their primary care physicians or go to the nearest hospital emergency room.

DRUG AND ALCOHOL POLICY (Student Handbook)

In compliance with Indiana state law, being under the influence of, use of, or distribution of illegal drugs is not permitted. Being under the influence of or possession of intoxicating beverages on College property is also not permitted. Students, staff, or visitors in violation of these rules will be dealt with in compliance of College policy. Local law enforcement authorities may also be notified.

The College supports the Drug Free Schools and Communities Act of 1989. Many community agencies are available to assist students seeking counseling or treatment.

FIREARMS/DEADLY WEAPONS/EXPLOSIVES/CHEMICALS

(Student Handbook)

Possession of firearms (except those possessed by police or campus security officers) and other weapons, dangerous chemicals, or any explosive or explosive device is prohibited on College property or at any College sponsored activity held elsewhere. No student shall use or threaten to use firearms, other weapons, dangerous chemicals, or any explosive or explosive device on College property or at any College sponsored activity held elsewhere. A harmless instrument designed to look like a firearm, explosive, or weapon that is used by a person to cause fear in or assault of another person is included within the meaning of a firearm, explosive, or weapon.

REPORTING CRIME OR SUSPICIOUS ACTIVITY

All students, faculty, staff and visitors at Ivy Tech are highly encouraged to report all crimes and security related incidents to Campus Security in a timely manner.

Anytime you need immediate assistance for security, fire or medical emergencies, dial 0 or 911 from any classroom or office. A security officer will respond to the location as needed.

HAZING

Hazing, an initiation process usually into a club or organization, which often involves humiliating or otherwise harmful tasks, performances, or behaviors, is not permitted.

SOLICITORS

Solicitation is not allowed by persons not associated with Ivy Tech Community College. If a solicitor or any suspicious-looking person approaches you on campus, inform the security guard at the main reception desk.

BUILDING SECURITY AND ACCESS

Most academic and administrative buildings are open from 7A.M to 10:00 P.M., Monday through Friday. On occasion some labs and/or buildings are open after the published hours to accommodate certain events and activities. Campus security officers patrol all buildings daily

WORKPLACE VIOLENCE

Please report all workplace violence events/actions immediately. The Director of Security investigates all reports of crimes. In serious cases, referrals are made to the Monroe County Sheriff's Department. For non-criminal workplace issues, please call Human Resources at: (812) 330-6006 for information and assistance.

EMERGENCY PREPAREDNESS

Emergency Response and Evacuation Policy

Ivy Tech Community College-Bloomington will initiate, without delay and taking into account the safety of the college community, the usage of the Ivy Tech Alert emergency notification system in the event of a significant emergency or dangerous situation on campus that involves an immediate threat to the health or safety of students, staff, faculty and visitors.

The notification will go out to everyone on the Ivy Tech Alert system upon confirmation of the significant emergency or dangerous situation unless issuing the a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The content of the message will vary depending on the situation. The officials who can initiate an Ivy Tech Alert message include the Chancellor, Executive Leadership Team members, Marketing, Director of Facilities and Director of Security staff members.

Regularly scheduled drills, exercises, and appropriate follow-through activities, designed for assessment will be conducted each semester. Emergency Evacuation Plans are posted in every building/hallway on campus. General Emergency Response booklets are given to all full-time employees and faculty members.

The evacuation plan provides a floor plan of each campus location, identifying the locations of all exits, fire alarm pull stations and fire extinguishers. The evacuation plans list instructions for response to a fire and tornados.

Emergency Communications

After an emergency such as a tornado, local phone lines may have reduced capacity. Do not make calls immediately after an emergency unless it is a life safety situation – leave the lines available for emergency services. One way to keep in touch with your relatives after an emergency is to call an out-of-area phone contact. Ask the out-of-area contact to

call all of your other relatives and friends for you to tell them that you are ok. Emergency notification on campus will be in the form of emergency text message, email, public address system, word of mouth, or any combination of the mentioned actions.

Building Evacuations

Before an Evacuation:

- Familiarize yourself with evacuation procedures for the building; locate the nearest exit and fire extinguishers.
- Find the Emergency Assembly Point (EAP) for your building.

During an Evacuation:

- Evacuate when you hear the sound of an alarm in a campus building. (Drills are no exception.)
- Exit the building quickly and safely, closing the exit door behind you.
- Wear shoes.
- Never use elevators – always use the stairs.
- Help others to evacuate – knock on doors, check bathrooms as you leave the building. Help those with a physical disability evacuate the building if they need help.
- An alarm may be part of a crime in progress – be alert for suspicious persons or activity.
- If the alarm in a building has been set off by accident, call 9-911/9-1-1 immediately and explain the situation.
- Report any vandalism or tampering with the alarm immediately.

Annual Campus Fire Reporting

Ivy Tech Community College Bloomington **does not** own, operate or rent student housing on any of its campuses. However, we have included fire precaution information and statistical information in our Annual Security Report. Ivy Tech Community College-Bloomington does conduct drills each semester including FIRE, TORNADO and LOCKDOWN drills. Everyone should always alert and aware of their surroundings at all times. Drills help to keep building occupants aware of their surroundings, as well as, up to date on proper procedures.

Fire Safety Precautions

What to Do in Case of Fire;

If you discover a fire in a campus building:

Immediately pull the nearest fire alarm as you exit the building. When evacuating the building, remember to feel doors before opening them to be sure that there is no fire

danger on the other side. If you must enter a smoke-filled room or hallway, stay low, keeping one hand on the wall to avoid disorientation and crawl to the nearest exit, keeping your head near the floor. Once you are safely away from danger, call the emergency number for your campus to report the fire. If you are off campus, dial 911. Leave the building at once, but stand-by to direct emergency teams to the location of the fire.

Fire Response Dos and Don'ts

- DO treat every alarm as an emergency. If an alarm sounds, exit the building immediately. DON'T assume that a fire alarm is a drill or test. All building alarm systems are tested as required by law, but these tests are announced in advance.
- DO remain in your room if you cannot get out of the building because of heat or smoke.
- Call Security right away. Keep the door closed and await assistance from the Fire Department.
- If smoke is entering around the door, stuff the crack under the door with clothing or other material to block the smoke from entering.

Building Fire Equipment/Doorways

- Buildings are equipped with a variety of features that are designed to detect, stop and/or suppress the spread of a fire.
- A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells are designed to stand up to fire longer than those of an individual room. It is important that these doors are **CLOSED** for them to work.
- Additionally, if a door has a device that automatically closes the door, it should NOT be propped open.
- Sprinklers are 98% effective in preventing the spread of fire when operating properly. **DO NOT** obstruct the sprinkler heads with stacked boxes or other equipment or objects.
- Smoke detectors cannot do their job if they are disabled or covered by the occupant, which is a violation of University Policy.
- **Smoking is NOT PERMITTED is not permitted on Ivy Tech Community College – Bloomington property.**

Annual Crime Statistics

In compliance with the Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 (formerly the Crime Awareness and Campus Security Act of 1990), the following page contains reported crime statistics for Ivy Tech Community College – Bloomington over the last three calendar years.

Criminal Offenses (Main Campus, Liberty Drive, Liberty Crossing, Indiana Life Science, and John Waldron Arts Center)

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Criminal offense Main Campus	2008	2009	2010
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible (Include only incest and statutory rape)	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0
Criminal offense Non-Campus			
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-Forcible (Include only incest and statutory rape)	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0
Criminal offense Public Property			
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible (Include only incest and statutory rape)	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0

HATE CRIMES

There were no reported hate crimes reported between 2007 thru 2009.

Disciplinary Actions

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Law Violation	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
Crime			
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0

Fire Statistics (Main Campus & Liberty Locations)

	Main Campus	Liberty Drive	Liberty Crossing	Indiana Life Science	John Waldron Arts Center
Housing Areas	N/A	N/A	N/A	N/A	N/A
Classroom & Office Areas	0	0	0	0	0
Number of Fires	0	0	0	0	0
Number of Fire Related Injuries	0	0	0	0	0
Number of Fire Related Deaths	0	0	0	0	0
Value of Property Damage Caused by Fires	0	0	0	0	0

	Main Campus	Liberty Drive	Liberty Crossing	Indiana Life Science	John Waldron Arts Center
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Fire Extinguishers	Yes	Yes	Yes	Yes	Yes
Smoke Detectors	Yes	Yes	Yes	Yes	Yes
Manual Pull Stations	Yes	Yes	Yes	Yes	Yes
Fire Sprinklers	Yes	Yes	Yes	Yes	Yes
Drills Conducted Every Semester	Yes	Yes	Yes	Yes	Yes
Fire Alarm System	Yes	Yes	Yes	Yes	Yes
Public Address System	Yes	Yes	Yes	Yes	Yes

ANNUAL SECURITY REPORT REQUEST

Crime Statistics reported in this publication include only Ivy Tech – Bloomington campus locations. Copies of this publication can be obtained through any of the following methods:

**By Mail: 200 Daniels Way
Bloomington IN 47404
Attn: Kyle Giles**

By Phone: 812-330-6055

Visit the US Department of Education Office of Post Secondary Education Campuses Security web page at <http://ope.ed.gov/security>.

Campus Sex Crimes Prevention Act: Section 1601 of Public Law 106-386

The "Campus Sex Crimes Prevention Act" is a federal law, which requires institutions of higher education to issue a statement, in addition to other disclosures under the act, advising the campus community where law enforcement agency information provided by a State concerning sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student.

Indiana Registered Sex Offender website:

<http://www.icrimewatch.net/index.php?AgencyID=54855&disc=>

*Information contained on this site provides no representation as to any offender's likelihood of re-offending or the nature of any future crimes that may be committed.

Information in this registry may not be used to harass or threaten offenders or their families. Harassment, stalking, or threats may violate Indiana State law.

Appendix A: Crime Definitions

The definitions provided below are to help you better understand what information is being requested. The definitions were obtained directly from the US Department of Education, Office of Postsecondary Education website.

Definition of Crime Categories

Crime Categories
Homicide: Murder / Non-negligent Manslaughter: The willful killing of one human being by another.
Negligent Manslaughter: The killing of another person through gross negligence.
Forcible sex offenses: Any sexual act directed against another person, forcibly or against that person's will. Includes forcible rape (totaled separately), forcible sodomy, sexual assault with an object, and forcible fondling.
Non-forcible sex offenses: Unlawful non-forcible sexual intercourse. Includes incest and statutory rape.
Sex Offenses Reported to College Administrators: This category includes incidents reported to College officials, regardless of where they occurred, in which the victim chose not to file police reports.
Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
Aggravated assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)
Burglary: Structures - the unlawful entry into a building or other structure with the intent to commit a felony or a theft. Vehicles - the unlawful entry into a locked vehicle with the intent to commit a felony or a theft.
Theft: Motor vehicles – the theft of a motor vehicle, including automobiles, trucks, motorcycles, golf carts and mopeds. Bicycles – the theft of any bicycle, regardless of value. May include bicycles taken during the commission of a burglary.
Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, or personal property of another.
Hate Crimes: Any of the above listed crimes and any other crime involving bodily injury reported to local police agencies or to a campus security authority in which the victim is intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability of the victim. Under the new Higher Education Opportunity Act of 2008, campuses now must report Hate related Larceny-Theft, Simple Assault, Intimidation, and Property destruction or vandalism.
Arrest: A person (juveniles included) taken into custody (jail) or a citation issued for violation of liquor, drug or weapons laws (defined below).
Disciplinary Referral: The referral of any person to any campus official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction. If both an arrest and disciplinary referral are made, only the arrest is counted.
Liquor Laws: The violation of laws prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages. Driving under the influence and drunkenness violations are excluded.

Drug Laws: Violations of laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Weapons Laws: The violation of laws prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, knives, explosives, or other deadly weapons.

Appendix B: Fire Definitions

Fire Safety Definitions

<p>Cause of fire: The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.</p>
<p>Fire: Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.</p>
<p>Fire Drill: A supervised practice of a mandatory evacuation of a building for a fire.</p>
<p>Fire-related Injury: Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term person may include students, faculty, staff, visitors, firefighters, or any other individuals.</p>
<p>Fire-related Death: Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire. A fire related death is may also be when a person dies within one year of injuries sustained as a result of the fire.</p>
<p>Fire Safety System: Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire, including:</p>
<ul style="list-style-type: none"> • Sprinkler or other fire extinguishing systems • Fire detection devices • Stand-alone smoke alarms • Devices that alert one to the presence of a fire, such as horns, bells, or strobe lights • Smoke-control and reduction mechanisms • Fire doors and walls that reduce the spread of a fire
<p>Value of Property Damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including:</p>
<ul style="list-style-type: none"> • Contents damaged by fire • Related damages caused by smoke, water, and overhaul • Does <i>not</i> include indirect loss, such as business interruption

Appendix C- Important Phone Numbers

IMPORTANT PHONE NUMBERS

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IVY TECH

Campus Security (Non-Emergency)	(812) 330-6249
Campus Security (Emergency)	(812) 330-6003
Lost and Found	(812) 333-6249
Vice Chancellor of Student Services	(812) 330-6007
Assistant Vice Chancellor of Student Services	(812) 330-6260
Vice Chancellor of Academic Affairs	(812) 330-6062
Executive Director Human Resources	(812) 330-6007
Human Resources	(812) 330-6006

Indianapolis

Indiana State Police	(812) 332-4400
Monroe County Sheriff's Department	(812) 349-2534
Monroe County Sheriff's Department (non-emergency)	(812) 349-2781
Bloomington Police Department	(812) 339-4477

Police / Fire / Ambulance **911**