I. Introduction

IIT is committed to the safety and security of its community. Accordingly, all members of the IIT community, whether they are a victim or witness, should immediately report potential crimes as set forth in this policy. An individual who becomes aware of a crime is also encouraged to report it even if the victim has elected not to, or is otherwise unable to, do so.

To enable members of the IIT community to promote their own safety and prevent becoming the victims of crime, IIT provides notifications of crimes on or near its campuses. A summary of this notification process is described herein. In addition, as a supplement to the on-going programs and efforts made by various IIT departments to advance safety and security on campuses, IIT’s Department of Public Safety provides on its website a number of resources for proactively promoting personal safety as well as a copy of IIT’s most recent Campus Security Report. See http://www.iit.edu/public_safety. All members of the IIT community are strongly encouraged to review all crime notifications and to become familiar with and take advantage of the safety resources referenced in this policy.

II. Reporting Crimes

It is the policy of IIT that all crimes should be reported immediately, regardless of how small an incident may seem. Suspicious persons or activities should be reported immediately. If in doubt about whether to report something that has occurred, report it. Do not attempt to apprehend or pursue a suspected criminal.

IIT has obligations to report to the government certain crimes pursuant to the federal Clery Act. These reporting requirements are applicable both domestically and internationally. Accordingly, you should report all crimes to IIT regardless of where they occur.

Reports should be made as follows:

A. Crimes that occur on campus:

To report a crime, emergency or suspicious activity, members of the IIT community (whether at the Main, Rice, Downtown, Moffett, or Institute of Design campuses) can call Public Safety at 312-808-6363 (or 312-808-6300 for non-emergency) from off-campus telephones or extension 8-6363 from campus telephones. The Public Safety Department maintains direct contact with the Chicago, Wheaton and Bedford Park Police and Fire Departments. Support from these departments can be obtained immediately. Any of the emergency telephones located throughout campus may be used as well.
B. Crimes that occur off campus:

Reports should be made first to local police by calling 911. After calling local police, then report the matter to the Department of Public Safety as noted above.

C. Crimes that occur abroad:

Reports should be made first to local police in the host country. After calling local police in the host country, then report the matter to the Department of Public Safety as noted above.

D. Campus Security Authorities:

Though individuals are strongly encouraged to make reports directly to the Department of Public Safety, such reports can be made to the designated Campus Security Authorities listed below for each campus. The notified Campus Security Authority shall thereafter promptly notify the Department of Public Safety of the incident or event.

Main Campus

“Residence Halls” – McCormick Student Village, State Street Village & Gunsaulus Hall
- Dean of Students at 312-567-3081
- Director of Residence and Greek Life at 312-808-6408
- Coordinator for Greek Life at 312-567-3740
- Office of Residence & Greek Life provided security desks are found at the Main Entrance of McCormick Student Village, State Street Village and Gunsaulus Hall or in the Office of Residence and Greek Life at 312-567-5075

“Graduate Apartment” – Carman Hall
- Director of Residence and Greek Life 312-808-6408

Keating Hall
- Director of Athletics at 312-567-7124
- Door Guard at Main Entrance at 312-567-7130

General
- Dean of Students at 312-567-3081
- Title IX Coordinator at 312-567-5725
- The Chicago Police or Fire Department can be reached at 911 for emergency assistance or 311 for non-emergency assistance

Downtown Campus

1 Included among the designated Campus Security Authorities is the Title IX Coordinator. The Title IX Coordinator is responsible for monitoring IIT’s overall implementation of and compliance with Title IX, which broadly speaking prohibits discrimination or unequal treatment in educational programs and activities based on sex or gender. Accordingly, the Title IX Coordinator is an especially appropriate Campus Security Authority for reporting crimes of a sexual nature, though such crimes may be reported to any Campus Security Authority.
III. Crime Notifications

IIT makes reasonable efforts to inform members of the campus community on a timely basis about campus crime and crime-related issues. These efforts include the following:

**Crime Alerts:** Notification to students and employees about the occurrence of serious crimes on or near campus that are considered a potential threat to students, faculty and staff.

**Timely Warnings:** Alerts of a potentially dangerous situation on or off campus that allow the campus community to take the appropriate precautions for their
safety. Timely warnings can be issued for threats to property as well as threats to persons.

Crime Alerts and Timely Warnings may be accomplished by a variety of means, including, but not limited to, written notifications, text messages, e-mails, website posting, public address system, and/or alarm systems. The actual nature and scope of an alert or warning and the means used to issue it will be dictated by the facts and circumstances of the particular situation; however, an alert or warning will not include the name of any victim or victims and will be issued so as to protect, to the extent practicable, the confidentiality of the victim or victims.

Further, crime statistics for the last three reporting periods are published in IIT’s annual Campus Security and Campus Fire Safety Report, and the Department of Public Safety maintains a record of reported incidents for the most recent 60 day period that is open to the public at its office in Farr Hall during normal business hours, 8:00 a.m. to 5:00 p.m. A request to see reported incidents older than 60 days will be met within 2 business days after receipt of a request.

For more detailed information on crime alerts, timely warning and crime statistics, review IIT’s annual Campus Security and Campus Fire Safety Report, which is available via the Department of Public Safety’s home page at http://www.iit.edu/public_safety.