

## Lewis & Clark Community College Campus Violence Prevention Plan

Dear Campus Community:

Lewis and Clark Community College is a safe place where thousands of students attend classes each year, and where more than 200,000 guests visit the campus annually for events, tours, photos, and other special occasions. We take great pride in working to ensure the safety of all our campuses, and ask your help in continuing to keep Lewis and Clark a safe environment.

The college has a Violence Prevention Plan that aims to mitigate any risk of violence on campus. This plan requires the cooperation of everyone who is part of the Lewis and Clark community. We ask anyone who comes to campus to remain aware of their surroundings, stay watchful for unusual changes in persons or the environment, observe any unusual conduct or behaviors and immediately report anything suspicious to Campus Safety (ext. 2300) or by calling 9-1-1. Everyone plays a role in keeping our campuses safe by simply being aware of their surroundings and reporting anything suspicious.

I encourage all campus users to read through the Violence Prevention Plan. The campus community strives each and every day, thanks to the hard work of our campus safety officers and dedicated campus operations staff, to keep all students, team members and guests safe at all times. We thank you in advance for helping us keep our campuses safe for everyone who uses them.

Sincerely,



Dr. Ken Trzaska  
President

### Purpose:

The Lewis and Clark Community College Campus Violence Prevention Plan (CVPP) was established in response to the Illinois Campus Security Enhancement Act of 2008 and serves to help identify and address potentially dangerous situations before they erupt into violence. The CVPP covers all faculty, staff, students, contractors, vendors and visitors at the Godfrey Campus, Nelson Campus (Edwardsville), Scott Bibb Campus (Alton), Bethalto Learning Center, Macoupin County Learning Center, National Great Rivers Research Center, Jerseyville Learning Center, and any other Lewis and Clark Community College-owned or -controlled property, buildings or facilities.

## **Responsibility of College Community:**

To prevent and deter violence, the campus community must work together to:

- Remain aware of its surroundings;
- Stay watchful for unusual changes in persons or environment;
- Observe unusual conduct or behaviors; and
- Immediately report suspicious or unusual behaviors.

To be successful in preventing and deterring violence, everyone should be active and involved in helping to maintain the safety and security of the campus community by:

- Being the eyes and ears of the campus community;
- Being aware of their surroundings;
- Watching over Lewis and Clark Community College activities and operations;
- Reporting unusual or suspicious behaviors;
- Reading and being familiar with the Campus Violence Prevention Plan and the Emergency Operations Procedure;
- Becoming knowledgeable on behaviors or actions that could lead to violence;
- Knowing how to report, whom to report to and what to report; and
- Not waiting to act. Act immediately!
- Contact Campus Safety if you have any concerns about something you learn or observe. ***“See Something Say Something!”***
- Refer a troubled friend for assistance to Confidential Counseling Services, Support groups, or the Campus Safety Department.

## **Behavioral Changes To Be Aware of:**

- Slow or radical change in a person’s behavior, academic or workplace performance, appearance or conduct;
- Aggressive or irrational behavior through words or actions;
- Severe depression, unhappiness or irregular emotional behavior;
- Inability to control anger, confrontational or disturbing words or actions;
- Unusual overreaction to normal circumstances;
- Lack of compassion or empathy for others;
- Any threat or act of violence;
- Damage to property;
- Unusual nervousness, tension or anxiety;
- Expression of suicidal thoughts, feelings or acts;
- Threatening statements, displays, photos or other publications in electronic format or communication; and
- Any other action, word or behavior that a person might reasonably believe could lead to violence.

\* For any immediate action needed please contact Campus Safety at (618) 468-2300 or 911 for Madison County Police

Persons should report any suspicious or unusual behaviors and/or incidents to any Responsible Employee of the College, the direct department, or Campus Safety so that appropriate action can be taken. Persons can report suspicious or unusual behaviors and/or incidents by:

- File an Incident/Concern Report online at:  
<https://www.lc.edu/student-services/campus-safety/report.html>
- Calling our anonymous phone number for reporting sexual violence 1-855-RSV-4RSV (1-855-778-4778)
- Emailing a report to our Sexual Violence department at [4rsv@lc.edu](mailto:4rsv@lc.edu);
  - RSV- Report Sexual Violence
- Contacting Lewis and Clark Community College Campus Safety at (618) 468-2300;
- Contacting Student our campus counselor at 618-468-4125 or text 618-468-7317
- Contacting Human Resources located in Erickson Room 104;
- Contacting any other Campus office or department;

### **Threat Assessment Team:**

Lewis and Clark Community College has developed a Threat Assessment Team including the Vice President of Academic Affairs, Vice President of Student Engagement, Dean of Students, Director of Campus Safety, Counseling Services, and others deemed necessary if appropriate. The Threat Assessment Team is responsible for:

- Receiving and reviewing information obtained from any reporting party, witness or observer to determine a potential threat;
- Working with affected unit(s) to develop and implement an appropriate action plan to respond to/handle incidents and persons of concern; and
- Providing information and making recommendations to the College for corrective action.

### **Additional Campus Safety Resources:**

- Lewis & Clark Community College Annual Clery Report  
<https://www.lc.edu/assets/pdfs/clery-report.pdf> Campus Safety Emergency Alert  
<https://www.lc.edu/lcalert>
- Lewis & Clark Community College Students Right To Know  
<https://www.lc.edu/college-information/consumer-information/student-right-to-know.html>
- More information about campus safety measures, violence prevention and/or publication of this information may be obtained from the Vice President of Administration, Lori Artis at (618) 468-3000.

## **Other Preventative Measures and Programs:**

NIMS Compliance: Officers with the Lewis and Clark Community College Campus Safety Department and all members of the Campus Incident Management Team have completed the National Incident Management System (NIMS); a federally recognized emergency command response.

LC Ready! (Emergency Operations Procedure): This living document outlines in annex form all emergency disaster plans. The college community can view LC Ready at the Campus Safety Office or Vice President of Administration's office.

Emergency Call Boxes, Off Hooks, and Campus Phone 911: Lewis and Clark Community College has a few emergency call boxes located in the primary student parking lots. Campus safety also monitors and responds to all 911 calls generated from a campus phone. As simple as taking the campus phone off the hook will act as a panic alarm and will notify Campus Safety.

Fire Panel, camera, key card access, and entrance Monitoring: Lewis and Clark Community College has a 24/7 Dispatch center that monitors all cameras on campus, the entrance and exit points to campus, satellite location cameras, and the fire control panel for all buildings.

## **Training and programs offered:**

- Self-defense classes offered to students, faculty, and staff annually (Sept)
- Title IX meet and greet with students at fall fest (Sept)
- NaBITA threat assessment training
- Legal compliance training mandated for Faculty and Staff
- LC Ready campus emergency operations full scale exercise annually and tabletop trainings conducted monthly with the Emergency Operations consultant
- KnowBe4online training for all team members and students on Title IX and preventing sexual violence

In most cases of violence, there were a number of signs of impending violence. Too often, these signs were ignored or not reported to the proper authorities. If we don't share and communicate what we know, when we know it, it may be too late! Although Lewis and Clark Community College is committed to a campus free of violence and threats of harm, and implements plans and procedures to help prevent violence, the most important preventive measures are your awareness and observations.