



# Annual Security Report



Updated September 2023

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# Annual Security Report

At Chicago Theological Seminary (CTS), safety is one of our top priorities. The Annual Security Report is updated by the Director of Facilities and Events to ensure compliance with the Jeanne Clery Act and to prepare and inform the entire community.

This report includes information on the various policies and procedures in place to keep the CTS community safe. It includes statistics for the previous 3 years concerning reported crimes that occurred on-campus and on public property within, or immediately adjacent to and accessible from, the campus. This report is transmitted electronically to students, staff, faculty, and tenants of Chicago Theological Seminary annually on or before October 1. The report is also available on the CTS website. A hard copy of the Annual Security report is kept in the office of the Director of Facilities and Events, Office 150. Additional copies of the report are available upon request.

For Clery Act reporting purposes, University of Chicago Police Department (UCPD) serves as a local law enforcement agency, along with the Chicago Police Department (CPD). Any crimes that are reported on the campus of Chicago Theological Seminary will be referred to, logged, and coordinated with UCPD and/or CPD, who will investigate the crime and take further action. Similarly, UCPD and CPD will report any crimes that occurred on the CTS campus to the Director of Facilities and Events, who will inform the CTS community. Please note, opportunities to report anonymously are available, as are additional resources for victims of crime.

CTS does not employ any members of or contract with UCPD or CPD. If any officer of UCPD or CPD requests to enter the building, arrangements will be made for them to meet outside first, and for the officer to be unarmed whenever possible. We contract with an outside security company (see Building Security, page 10), and guards are unarmed. As part of the Clery Act, CTS is legally required to outline policies for reporting crimes and must inform the community of crimes that occur on campus.

## Reporting Crimes and Other Emergencies

### Reporting Crimes to University of Chicago Police Department and Chicago Police Department

Students, staff, faculty, regular renters, and visitors are encouraged to immediately report crimes and other emergencies to appropriate officials.

- **To reach the University of Chicago Police Department:**
  - o Call (773) 702-8181
  - o Press the red button on any emergency phone (there are 4 outside the CTS building)
  - o Email [cops@uchicago.edu](mailto:cops@uchicago.edu), which is monitored from 9 a.m. to 5 p.m. Monday through Friday
  - o Submit a report in person at UCPD headquarters, located at 850 E. 61st Street. UCPD is staffed 24 hours a day, seven days a week.
- **To reach the Chicago Police Department:** Dial 9-1-1 (emergency), or (312) 747-8201 or 311 (non-emergency)

### Other Crime Reporting Options and Campus Safety Authorities

While Chicago Theological Seminary prefers that community members promptly report all crimes and other emergencies directly to UCPD or local police, we also recognize that some may prefer to report certain

nonemergency incidents or crimes to people other than police. Crimes may also be reported to the following individuals or offices, known as Campus Security Authorities (CSAs):

- **Director of Facilities and Events** – Office 142, (773) 896-2445
- **Accounting Specialist** – Office 147, (773) 896-2443
- **Title IX Coordinator** – Office 153, (773) 896-2442

CSAs have a legal obligation to notify CTS and UCPD of any Clery Act crimes that were conveyed to them (Clery Act crimes are defined in Appendix I on page 12). While CSAs must report any Clery Act crime that comes to their attention, at the request of the victim(s), identifying information may be excluded from the report (e.g., names, initials, contact information, etc.). Pursuant to the Clery Act, pastoral and professional counselors, when acting as such, are not considered CSAs. Nevertheless, they are encouraged, if and when they deem it appropriate, to inform the persons they are counseling of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual crime statistics.

## **Issuing Alerts and Timely Warnings**

Chicago Theological Seminary is committed to providing a secure environment for the campus community. As part of that effort, the Director of Facilities and Events will work closely with the Vice President of Finance and Administration and the Director of Communications to provide information regarding threats to the safety of persons on campus. Communications personnel will be responsible for creating and disseminating timely warnings for the Chicago Theological Seminary campus. Timely warnings will be distributed to the entire Chicago Theological Seminary campus including employees, students, faculty, and tenants. Timely warnings will always be distributed via email and may be distributed through text messages and alerts on the CTS website. In addition, Chicago Theological Seminary receives timely warnings issued by the University of Chicago regarding threats to their campus. All timely warnings issued by the University of Chicago are sent to the entire CTS campus by the Director of Facilities and Events.

Every Clery Act crime reported to the police department will be assessed to determine if a timely warning is needed based on the following criteria:

- The offense is a Clery Act Crime (as defined in Appendix I on page 12)
- The offense occurs within the Clery geography of the campus
- The offense is reported to campus security authorities or local police
- The offense is considered by the institution to represent a serious or continuing threat to students and employees.

If the timely warning criteria are met, the Director of Facilities and Events will work with the VP of Finance and Administration and the Director of Communications to issue the timely warning as soon as possible.

### **Content of a Timely Warning**

The following information is typically included in a timely warning if available:

- Brief description of the crime(s) that occurred
- Date and time when the crime(s) occurred
- Location of the crime(s)
- Possible connections between incidents (if applicable)

- Description of suspect(s) and/or any available information to aid in the apprehension of the offender(s) (if applicable)
- Recommended actions
- Precautions for the campus community to protect itself
- Description of crime reporting options at CTS

Chicago Theological Seminary will not include any identifying information of the victim or reporting person in any timely warning.

## **Emergency Response and Evacuation Procedures**

Chicago Theological Seminary has developed an Emergency Action Plan (EAP) designed to prepare the community in the event of an emergency. This plan is approved by management, and communicated to all employees, students, and tenants. The Emergency Action Plan is distributed as a hard copy to all new employees and students and is electronically distributed annually in September to all other employees, students, and tenants.

CTS will rely on local emergency services for response to most emergency situations, including the University of Chicago Police Department. The Director of Facilities and Events will coordinate visits with emergency service providers to ensure they are familiar with the facility and the institution’s emergency action plans as described here.

### **Notifications of Emergency Information**

CTS must communicate emergencies and evacuation warnings with the use of distinct alarm devices. In areas with high noise, a visual alarm such as a strobe light may accompany the audible alarm.

In the event of an emergency or closing, the Office of Finance and Administration will immediately notify the CTS community upon confirmation. The information will be communicated in the following ways:

1. **Mobile Text Alerts:** Text alerts are the fastest way to be notified in the event of an emergency or closing. All CTS students, employees and tenants are encouraged to sign up to receive a text alert, and will receive an email twice annually with instructions on how to opt in. Once a person has chosen to opt in, they will not need to opt in again. If a person has chosen to opt out of receiving mobile text alerts, they will be alerted via email only.
2. **Email:** The Office of Finance and Administration will also email the CTS Community of an emergency or school closing.
3. **CTS Website:** Any emergency alert information will be posted to the CTS Website.
4. **CTS main phone number:** 773-896-2400.

The only reason Chicago Theological Seminary would not immediately issue a notification of a confirmed emergency or dangerous situation would be if doing so would compromise efforts to:

- Assist a victim
- Contain an emergency
- Respond to an emergency; or
- Otherwise mitigate the emergency

The Director of Facilities and Events will work closely with the VP of Finance and Administration and the Director of Communications to determine if these conditions are met and will immediately notify the CTS community when it is safe to do so.

**Emergency Action Plan Review, Training, and Annual Testing**

The Emergency Action Plan will be reviewed at least annually and reviewed if conditions change. CTS will perform announced or unannounced drills on evacuation procedures at least annually in conjunction with UCPD. All parties who are affected by changes in the emergency action plan will be trained on the changes. All fire drills (planned or unplanned) are documented including all pertinent details, a description of the exercise, and notes or feedback.

The Emergency Action Plan (EAP) is distributed electronically to all Chicago Theological Seminary students, staff, faculty, and tenants annually. Regular employees and tenants of the building will have no extra responsibilities other than following the directions of the emergency plan and participating in drills. CTS has established a basic training program for all parties. Emergency assistants, staff, and faculty will receive annual training on the procedures for emergency evacuation. Students receive training during orientation, and they receive the training video electronically each fall as a reminder. The training video is also posted on the CTS website for review at any time.

**Locations of Emergency Action Plans**

Emergency maps will be posted on each floor in multiple locations. In addition, the emergency action plans will also be posted and distributed as follows:

<ul style="list-style-type: none"> <li>• Posted at reception desks on the 1<sup>st</sup> floor</li> <li>• MyCTS website</li> </ul>	<ul style="list-style-type: none"> <li>• Posted in the Simplex Harrell fire alarm panel at the north entrance</li> <li>• Handed out to new employees and students and reviewed at orientation each September</li> <li>• Sent to all employees and tenants electronically via CTS-issued email annually</li> </ul>
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**Evacuation Procedures**

When evacuating, please move to the nearest exit and proceed to the assembly area.

Work Area	Exit Routes
1st Floor	North Exit (by Reception); South Exit (by Reception); East Exit (by elevators); Northeast Exit (by Stairwell); Southeast Exit (by Stairwell)
2nd - 4th Floor and Basement	Northeast stairwell to first floor, then use Northeast Exit; Southeast stairwell to first floor, then use Southeast Exit

- Meet in the assembly area: Past the south entrance parking lot to the field on the barrier of the property
- The South Reception desk staff will remove folder containing names and contact information for staff, faculty, and students. They will initiate roll call to determine if any personnel are missing. Missing employees will be reported to the EAP Coordinator.
- The Office of Finance and Administration will initiate emergency text and email communication to the CTS community.

- The EAP Coordinator will coordinate with local emergency services and the fire department to determine if it is safe to return to work. EVERYONE must remain outside until there has been an announcement that it is safe to reenter.

### Shelter-in-place Procedures

An emergency or weather-related event may occur that requires personnel to shelter-in-place.

<b>STORM SHELTER</b>
Please move to the SOUTHEAST STAIRWELL and proceed to the basement hallway. Note: a yellow container of survival supplies is located in the CTS storage area of the basement.

- The Office of Finance and Administration will initiate emergency text and email communication to the CTS community.
- Stay away from outside walls and windows and use arms to protect head and neck.
- The South Desk Reception desk staff will remove folder containing names and contact information for staff, faculty, and students. They will initiate roll call to determine if any personnel are missing. Missing employees will be reported to the EAP Coordinator.
- Remain in place until there has been an announcement that it is safe to exit the storm shelter.

### Active Shooter/Violent Acts Emergency

A violent acts emergency exists when any person(s) enters CTS and threaten or make visible any controlled weapon that can harm, kill, or maim CTS students, staff, faculty, visitors.

If a violent act emergency occurs:

- Try to notify 911 if it is safe to do so.
- Try to call University of Chicago, (773) 702-8181 to inform them of the emergency situation.
- The EAP Coordinator will work with the VP of Finance and Administration to inform all parties of the emergency by sending email/text alerts to the CTS community (if and when it is safe to do so).
- EVACUATE IF POSSIBLE, per the evacuation procedures above and proceed to a secure place that is out of sight.
- If it is not safe to evacuate, HIDE behind a locked door or large object where you can't be seen and remain quiet.
- Silence cell phones.
- If safe to do so, an employee trained in first aid will respond to any medical emergencies until more advanced help arrives. They will coordinate with emergency services to assist the employee(s).
- After evacuation, the South Reception desk staff will take roll to determine if anyone is missing. Missing people will be reported to the EAP Coordinator.
- The EAP Coordinator will coordinate with local emergency services and the fire department to determine if it is safe to return to school or work. Everyone must remain outside as directed until there has been an announcement that it is safe to reenter.

# Building Safety and Security

## Building Access

In order to maintain building security, Chicago Theological Seminary issues keycards to staff, faculty, students and tenants. The keycards are coded specifically for each individual, and access to the building is governed by the status of the individual. Staff and Faculty have unlimited access, students have access whenever the building is open. Tenants have building access based on their needs. As of Fall 2022, the building is regularly accessible by keycard only.

The building hours of operation change throughout the year and this information is communicated to the CTS community prior to a new schedule being implemented. We ask the CTS community not to prop open exterior doors or to grant access to anyone (except for reception desk staff). Visitors are required to sign in at the south reception desk upon entering the building, and a log of visitors is maintained by the South Reception Desk staff. CTS does not have any campus residence facilities.

The Facilities team regularly inspects the building for safety and security concerns, including replacing lightbulbs, removing fire hazards, and performing repairs. CTS also coordinates repairs with the University of Chicago Facilities Services to eliminate potential hazards. Sidewalks, major walkways, and the parking lot are lit at night. Any building-related concerns can be reported to [building@ctschicago.edu](mailto:building@ctschicago.edu).

## Emergency Phones

The University of Chicago provides approximately 380 emergency phones located throughout the campus community, including four outside of Chicago Theological Seminary. The location of additional emergency phones on campus can be found here: [safety-security.uchicago.edu/clery\\_act\\_reporting/emergency\\_phones\\_map](https://safety-security.uchicago.edu/clery_act_reporting/emergency_phones_map).

Emergency phones can be identified by the blue lights atop a white pole, and each contains a red button you can push in case of emergency. Once the red button is pressed, you will be immediately connected to the UCPD Emergency Communications Center. The specific location of a phone is transmitted to the UCPD as soon as it is activated. If you must keep moving to protect yourself, you do not need to say anything; pressing the red button will allow police to follow your course as you continue to use emergency phones along the way. An officer or patrol car will respond immediately.

## Law Enforcement Authority and Jurisdiction

For Clery Act reporting purposes, we must state the authority and jurisdiction of the University of Chicago Police Department. UCPD operates 24/7, on the University of Chicago campus and throughout the Hyde Park, Kenwood, Oakland, and Woodlawn neighborhoods. The UCPD jurisdiction extends north to 37th Street, south to 64th Street, east to Lake Shore Drive, and west to Cottage Grove Avenue. Near the Gleacher Center, the University's downtown Chicago location, the Chicago Police Department (CPD) holds jurisdiction on police matters. UCPD officers are fully empowered to make arrests in accordance with the requirements of the Illinois Law Enforcement Training and Standards Board and consistent with Illinois state statutes. The UCPD and the CPD work together by monitoring each other's calls within the UCPD's coverage area. While the UCPD and CPD work together in the communities surrounding the University's campus, there is no formal memorandum of understanding between the two agencies. The Department of Safety & Security Emergency Communications Center functions like a 911 dispatch center and emergency operations center. Both

emergency and non-emergency police requests are coordinated by dispatchers who monitor alarms within campus buildings, coordinate safety escort requests, and handle emergency assistance calls due to illness, injury, or criminal activity. In addition, the University dispatchers coordinate responses with the CPD and Chicago Fire Department. They also serve as the link between the students, faculty, and staff who require police or public safety services.

### **Building Security**

CTS employs security officers through a professional security company. Security guards monitor building access outside of normal business hours and during campus events. They complete a walkthrough of the building multiple times during their shift, looking for safety hazards and ensuring doors are locked and secured. Guards also report any unusual building activity and emergencies to the Director of Facilities and Events. Should a crime occur after hours when a guard is present, the guard will immediately contact UCPD, CPD and the Director of Facilities and Events to report the incident. An incident report will be completed by the guard and a copy of the report will be delivered to the Director of Facilities and Events to be included in the Clery Crime Statistics.

### **Additional Safety and Security Tips**

In addition to safety measures listed above, CTS recommends the following security measures:

- Close all locking doors securely.
- Close any open windows prior to leaving the room.
- If you are uncomfortable with the presence of an unknown visitor, please see the reception desk or the Director of Facilities and Events and ask for assistance.
- Report missing keys/ID Cards to the South Reception desk, Michele Carr, or Director of Facilities and Events immediately.
- Secure your personal belongings before you leave your car, the bus or train. Keep purses and briefcases in front of you.
- Choose routes that are well populated and well lit. Avoid walking close to bushes or walls.
- Notice the faces of those around you. If you think someone is following too closely, cross the street. Move in a direction towards other people. Step into a business or restaurant and state that there is a problem and that you may need assistance.
- Arrange to walk with others to your car or contact The University of Chicago to be escorted to your car (day or night). Call (773) 702-8181 to request service.
- CTS students can use University of Chicago shuttle buses to get to their destination. Students must show their CTS student ID to ride.
- Purchase a whistle and carry it in an accessible place (on key chain, around neck).

### **Ongoing Safety Education and Resources**

- The University of Chicago has resources and safety training here: [safety-security.uchicago.edu/safety](https://safety-security.uchicago.edu/safety)
- Other resources are available in Chicago for self-defense training:
  - o Rio Jiu Jitsu Academy (BJJ and Self Defense): 773-463-8000
  - o Tohkon Judo Academy: 773-784-7766
  - o Woori Taekwondo & Hapkido Academy: 708-422-0078

## **Clery Act and Crime Statistics**

### **Clery Act**

The Annual Security Report is required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”). The report includes but is not limited to campus safety and security policy disclosures and statistics for Clery Act crimes that occur in Clery Act geography, as defined by the Clery Act, for the previous three years. Clery Act crime definitions are included in Appendix I on page 12.

To prepare the Annual Security Report, Chicago Theological Seminary collects, classifies, and counts incidents of crime and crime statistics within its Clery Act Geography. Crime statistics are collected throughout the year from the University of Chicago Police Department (UCPD), Chicago Police Department (CPD) and the CTS Campus Security Authorities (CSAs), listed on page 3 and 4.

### **Clery Act Geography**

Chicago Theological Seminary is located at 1407 E. 60<sup>th</sup> Street, Chicago, IL 60637, on the campus of University of Chicago in Chicago’s Woodlawn neighborhood. The CTS building occupies the corner of 60th and Dorchester and is located next to The University of Chicago Press Building. CTS is also home to the offices of Bexley Seabury Seminary Federation. All collected crime statistics prepared for the Clery Act are shared with Bexley Seabury Seminary Federation.

For purposes of reporting for the Clery Act, Chicago Theological Seminary’s borders are outlined below:

- North: The sidewalk outside the building on 60<sup>th</sup> Street
- South: The end of the parking lot directly behind CTS
- East: The Press Building next to the building
- West: The sidewalk outside the building on Dorchester Avenue

## Crime Statistics from Local Law Enforcement

Incidents of crime for Chicago Theological Seminary’s campus in Hyde Park are reflected in the table below and include crime statistics from 2020, 2021, and 2022. Statistics were gathered from UCPD reports, Chicago Police Department reports, and reports made to Campus Security Authorities. These statistics are kept digitally and available for review upon request.

The Clery Act also requires reporting of not only arrests for liquor law, drug law, and illegal weapons violations, but also referrals for disciplinary actions of both students and employees based on these violations. There were no arrests or referrals for CTS for the 2020, 2021, and 2022 reporting years.

Crimes Reported	Total on Campus	Public Property	Total (on campus, public property)	Hate Crimes
Aggravated Assault	0	0	0	0
Arson	0	0	0	0
Burglary	0	0	0	0
Dating Violence	0	0	0	0
Domestic Violence	0	0	0	0
Manslaughter-Negligent	0	0	0	0
Murder and Non-Negligent Manslaughter	0	0	0	0
Motor Vehicle Theft	1	0	1	0
Robbery	0	0	0	0
Sex Offenses-Forcible	0	0	0	0
Rape	0	0	0	0
Fondling	0	0	0	0
Sex Offenses-Non-Forcible	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Stalking	0	0	0	0
Other Hate Crimes	0	0	0	0

### Report to the Department of Education via the Web-based Data Collection

Per Clery Act requirements, Chicago Theological Seminary submits collected crime statistics from the Annual Security Report to the Department via an annual Web-based data collection. To see these statistics, please refer to the “Crime Statistic” section listed above. This submission is completed annually, no later than October 1.

## Appendix I

### Clery Crime Definitions

For reporting purposes for the Clery Act, CTS has listed definitions of crimes below. The following information comes from the Department of Education's Handbook for Campus Safety and Security Reporting (2016):

#### Criminal Offenses

##### 1. **Criminal Homicide**

- a. **Manslaughter by Negligence:** The killing of another person through gross negligence.
- b. **Murder and Non-negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.

##### 2. **Sex Offenses:** Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. The term '*Sexual Assault*' encompasses an offense that meets the definition of the following:

- a. **Rape:** Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim
- b. **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity
- c. **Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- d. **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.

##### 3. **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.

##### 4. **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.)

##### 5. **Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

##### 6. **Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned including joyriding.)

##### 7. **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, personal property of another, etc.

## Hate Crimes

If any of the aforementioned crimes, or larceny-theft, simple assault, intimidation, and destruction, damage, or vandalism of property or any other crime involving bodily injury, that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim's actual or perceived race, gender, gender identity, religion, sexual orientation, ethnicity/national origin, or disability, then the incident must be reported as a hate crime.

1. **Larceny-Theft** is the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession but is in a position to exercise dominion or control over a thing.
2. **Simple Assault** is an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
3. **Intimidation** is to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
4. **Destruction/Damage/Vandalism of Property** is to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

## Violence Against Women Act (VAWA) Offenses

1. **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. The existence of such a relationship shall be determined based on (1) the reporting party's statement and with (2) consideration of the length of the relationship, (3) type of relationship, and (4) frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
2. **Domestic Violence:** Violence committed by a current or former spouse or intimate partner of the complainant, by a person with whom the complainant shares a child in common, by a person who is cohabitating with or has cohabitated with the complainant as a spouse or intimate partner, by a person similarly situated to a spouse of the complainant under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or by any other person against an adult or youth complainant who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
3. **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to-(A) Fear for the person's safety or the safety of others; or (B) Suffer substantial emotional distress. Examples of stalking behaviors include, but are not limited to, the following: non-consensual communication, including face-to-face, telephone calls, voice messages, email, texts, written letters; unwanted gifts; threatening or obscene gestures; pursuing or following; surveillance or other observation; trespassing; vandalism; and non-consensual touching.

## Violations of Weapons, Drug Abuse and Liquor Laws

1. **Weapon Law Violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons,

concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

2. **Drug Abuse Violations:** Violations of State and local 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, methadones); and dangerous nonnarcotic drugs (barbituates, benzedrine).
3. **Liquor Law Violations:** The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkness and driving under the influence are not included in this definition.)

## Appendix II

### Non-Discrimination and Non-Harassment Policy

Chicago Theological Seminary is committed to fostering the full humanity of all its members. All forms of discrimination and harassment impugn the full humanity of any human being and for this reason are not tolerated in this seminary. Chicago Theological Seminary does not discriminate, or tolerate discrimination or harassment, against any member of its community on the basis of race, color, national origin, ancestry, sex/gender, age, religion, disability, pregnancy, veteran status, marital status, sexual orientation, gender expression or identity, or any other status protected by applicable federal, state or local law in matters of employment or admissions or in any aspect of the educational programs or activities it offers.

In furtherance of Chicago Theological Seminary's commitment to the principles of equality and equal opportunity for students, staff, and faculty this policy and the associated procedures are established to provide a means to address complaints of discrimination or harassment based on the protected categories described herein.

The policy has been written with the express goal of protecting the rights and concerns of both complainant and respondent. The seminary will make every effort to assure and protect these rights and shall undertake no action that threatens or compromises them. Those entrusted with administering this policy are advised to look at the individual situation, the totality of the circumstances, and the nature of the acts involved and to use this policy as a guide on a case-by-case basis.

#### Overview of Prohibited Acts

##### Discrimination

No Chicago Theological Seminary student, faculty, or staff member shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination in connection with any Chicago Theological Seminary service, program or activity on the basis of any of the following protected categories: race, color, national origin, ancestry, sex/gender, age, religion, disability, pregnancy, veteran status, marital status, sexual orientation, gender expression or identity, or any other status protected by applicable federal, state or local law.

Note on Title IX: This policy also addresses the requirements of Title IX of the Education Amendments of 1972 ("Title IX"). Title IX is a federal law that prohibits sex discrimination in federally funded education programs and activities. Title IX states as follows:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

Discrimination on the basis of sex (i.e., sex discrimination) includes sexual harassment, sexual assault, and sexual violence. Sexual harassment of employees or other types of sex discrimination in employment may also be a violation of Title VII of the Civil Rights Act of 1964.

##### Harassment

Harassment, including sexual harassment, is a form of discrimination. Chicago Theological Seminary does not tolerate any form of harassment and considers such behavior – whether physical or verbal – to be a breach of standards of conduct. Harassment is unwelcome conduct that is based on: race, color, national origin, ancestry, sex/gender, age, religion, disability, pregnancy, veteran status, marital status, sexual orientation, gender expression or identity, or any other status protected by applicable federal, state or local law.

Harassment becomes unlawful when the conduct is severe or pervasive enough to create a work or learning environment that a reasonable person would consider intimidating, hostile, or abusive.

### Sexual Harassment

Prohibited conduct includes all forms of sex discrimination and sexual harassment, as well as sexual assault and sexual violence. Sexual harassment, which includes sexual assault and sexual violence, may take many forms. Sexual harassment includes, but is not limited to unwelcome sexual advances, requests for sexual favors, and other written or verbal abuse of a sexual nature when:

- submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic advancement;
- submission to or rejection of such conduct by an individual is used as the basis of employment decisions or academic decisions affecting such individual; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive working, academic, or social environment.

Examples may include, but are not limited to: verbal abuse of a sexual nature; graphic commentary about an individual's body, sexual prowess, or sexual deficiencies; derogatory or demeaning comments of a sexual nature about a woman or a man; leering at, fondling, pinching, or brushing against another body; offensive sexual language; displaying objects or pictures without clear pedagogical context which are sexual in nature in ways that create hostile or offensive environments. When such conduct is coercive and threatening, it creates an atmosphere that is not conducive to teaching, learning or working. Sexual harassment may occur between persons in different seminary status or between persons in the same seminary status.

Sexual assault/sexual violence is a particular type of sexual harassment that includes physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. This includes, but is not necessarily limited to inappropriate touching, sexual intercourse of any kind without consent, rape, and attempted rape.

### Consensual Relationships

All members of the community are cautioned against the possible costs of even an apparently consenting sexual relationship in which power differentials exist. For example, a faculty member who enters into a sexual relationship with a student (or a supervisor with an employee) where a professional power differential exists, should realize that if a charge of sexual harassment is subsequently lodged, it may be difficult to maintain innocence on grounds of mutual consent. Codes of ethics for most professional associations forbid professional-client sexual relationships. In the view of the seminary, the professor-student relationship may often be comparable to the relationship of a professional and client.

The seminary cautions its community for the following reasons:

- i. The real power exercised by persons in supervisory positions (administration, professor, and staff) in regard to evaluations, recommendations, scholarships and awards, etc., greatly diminishes the supervisee's actual freedom in regard to consent, should sexual favors be included alongside legitimate demands.
- ii. As with a therapist or clergy person, the problem of transference or counter-transference can occur. In this example, the person in "authority" is an inappropriate object of sexual desire, advances or relationship.
- iii. Power differentials exist in many forms. The theological education community is composed of administrators, professors, staff, students, therapists, case conference leaders, adjunct faculty, field education supervisors, judicatory officials, home church pastors, youth and children (while not inclusive, this list is meant to suggest that power differentials exist in many situations in which the seminary shares or has responsibility). In each relationship, the individual in the position of greater power should be responsible for setting appropriate boundaries.

## Retaliation

The seminary prohibits any form of retaliation against any person for bringing good faith complaint of discrimination or harassment or providing good faith information about discrimination or harassment, even if evidence is not found to substantiate the complaint. Retaliation exists when action is taken against a complainant or participant in the complaint process that (i) adversely affects the individual's opportunity to benefit from the seminary's programs or activities; and (ii) is motivated in whole or in part by the individual's participation in the complaint resolution process. Any person who is found to have engaged in retaliation in violation of this policy is subject to disciplinary action possibly including dismissal from the seminary. Any act of retaliation should be reported in the same manner as acts of discrimination or harassment and will be investigated using the procedures described below.

## **Procedures for Addressing Discrimination and Harassment**

### Steps in Reporting and Inquiry

1. Any person wishing to report an instance of suspected or alleged discrimination or harassment should do so by contacting any Title IX Coordinator, any member of the Anti-Discrimination/Anti-Harassment Task Force, the Academic Dean, or the President, in person, by telephone, by email, or in writing.

Although there is no specific time limit for reporting a suspected violation of this policy, an individual who believes that he or she has been subjected to conduct that violates this policy is encouraged to contact an appropriate official as soon as possible after the alleged act of discrimination, harassment, or retaliation to discuss the available options for proceeding.

2. The seminary will promptly and equitably investigate and resolve all suspected or alleged violations of this policy. Alleged or suspected violations of this policy will be investigated by either an Informal Resolution process, or by a Formal Resolution process as outlined below.
3. The seminary will attempt to complete investigations within 60 days of the filing of a complaint or the date on which the seminary becomes aware of a suspected violation of this policy, unless the seminary determines in its discretion that more time is required to complete the investigation

Chicago Theological Seminary is committed to the prompt and equitable resolution of all alleged or suspected violations of this policy, regardless of whether a complaint alleging a violation of this policy has been filed and regardless of where the conduct at issue occurred.

The seminary's ability to investigate in a particular situation, or the extent of the investigation in any given situation, may be affected by any number of factors, including whether the complainant is willing to file a complaint or to consent to an investigation, the location where the alleged conduct occurred, and the seminary's access to information relevant to the alleged or suspected violation of this policy. The seminary is nonetheless committed to investigating all alleged and suspected violations of this policy to the fullest extent possible under the circumstances.

4. To the extent permitted by law, the confidentiality of all parties involved in the resolution of alleged or suspected violations of this policy will be observed, provided that it does not interfere with the seminary's ability to conduct an investigation and take any corrective action deemed appropriate by the seminary.

Persons should be aware that, under certain circumstances, once an instance of suspected or alleged discrimination or harassment is reported to any of the persons listed above, the seminary may choose to initiate an investigation, even if the person making the report does not wish to proceed with an investigation.

5. The seminary reserves the right to suspend any member of the seminary community suspected or accused of violating this policy or to take any other interim measures the seminary deems appropriate, pending the outcome of the investigation or grievance. Such interim measures can include, but are not limited to, modifying course schedules and issuing a “no contact” order.
6. The seminary also reserves the right to take steps to protect the complainant as deemed necessary during the pendency of the investigation and resolution process (e.g., allowing for a change in academic or work situation, issuing a “no contact” order to the accused, etc.). Any such interim steps will be taken in a manner that minimizes the burden on the complainant to the extent possible.

### Informal Resolution

An informal resolution is a confidential intervention that does not trigger the formal complaint process and does not become part of official record. In cases in which an informal resolution is desired by the complainant and the accused and deemed appropriate by the Title IX Coordinator(s), in consultation with the President, the Title IX Coordinator(s) will name an impartial Informal Resolution Facilitator or Informal Resolution Facilitation Team. This Informal Resolution Facilitator or Informal Resolution Facilitation Team will seek informal resolution of the issues that implicate this policy.

The informal resolution process is as follows:

1. The Title IX Coordinator(s), in consultation with the President, will appoint an Informal Resolution Facilitator or Informal Resolution Facilitation Team.
2. The Informal Resolution Facilitator/Informal Resolution Facilitation Team will speak with the involved parties, first separately, to gather pertinent information about the situation needing resolution.
3. The Informal Resolution Facilitator/Informal Resolution Facilitation Team may then contact both the complainant and the accused, to arrange a time *for both to meet together with the Informal Resolution Facilitator/Informal Resolution Facilitation Team*, for the purpose of seeking informal resolution to the complaint.
4. If informal resolution is met, *to the satisfaction of the complainant and the accused*, the Informal Resolution Facilitator/Informal Resolution Facilitation Team will report back to the Title IX Coordinator(s), and no further action will be necessary.
5. If resolution is *not* achieved, the formal resolution process may be invoked, via written complaint by the complainant or the Title IX Coordinator(s) on her/his behalf. Informal resolution is considered *not* to have been achieved if:
  - a. The complainant reports that her/his complaint has not successfully been resolved via mediation; or
  - b. The accused is dissatisfied with the proposed resolution.

N.B.: *Allegations of physical assault or violence may not be resolved using the informal resolution process.* An allegation of physical assault or violence will automatically invoke the formal investigation process outlined below.

### Formal Resolution

The formal resolution process applies (i) to all matters involving alleged or suspected assault or violence; (ii) when any party so requests in writing; or (iii) when the seminary elects to use the formal resolution process in any matter when the seminary deems doing so appropriate.

When the formal resolution process is invoked, the President shall appoint an Investigation Team from among the members of the Anti-Discrimination / Anti-Harassment Task Force. If members of the Task Force are accused of a violation of this policy, the President will appoint a replacement to the Task Force; if the President is the accused or the complainant, the Chair of The Board of Trustees will take charge of this appointment process.

The function of the Investigation Team is to gather information, make a preliminary determination regarding whether a violation of this policy has or has not occurred, and if, in their judgment, sufficient evidence exists to move to disciplinary procedures, recommend to the appropriate seminary disciplinary body (as described below) for adjudication and final determination of appropriate sanctions or other corrective action.

The following procedures shall apply in all cases in which the formal resolution process is used.

1. The seminary shall provide any individual suspected or accused of violating this policy with a written explanation of the suspected or alleged violations of this policy. Complainants and accused parties shall both be provided with the following in connection with the resolution of suspected or alleged violations of this policy.
  - The opportunity to speak on their own behalf.
  - The opportunity to identify witnesses who can provide information about the alleged conduct at issue.
  - The opportunity to submit other evidence on their behalf.
  - The opportunity to review any information that will be offered by the other party in support of the other party's position (to the greatest extent possible and consistent with FERPA or other applicable law).
  - The right to be informed of the outcome of the process (to the greatest extent possible and consistent with FERPA or other applicable law).
  - The opportunity to appeal the outcome of the process.
2. To help ensure a prompt and thorough investigation, complainants are asked to provide as much information as possible, such as:
  - A description of any relevant incident(s), including the date(s), location(s), and the presence of any witnesses.
  - The alleged effect of the incident(s) on the complainant's opportunity to benefit from the Seminary's programs or activities.
  - The names of other individuals who might have been subject to the same or similar acts of discrimination, harassment, or retaliation.
  - Although it is not required, any steps the complainant has taken to try to stop the discrimination, harassment, or retaliation.
  - Any other information the complainant believes to be relevant to the alleged discrimination, harassment, or retaliation.
3. Oral and written statements shall be gathered from the parties involved in the alleged policy violation, and from others who may have pertinent information.
4. The standard used to determine whether the policy has been violated is whether it is more likely than not that the accused violated this policy. This is often referred to as a "preponderance of the evidence" standard.

5. In a timely manner, both the complaining and the accused party will be informed in writing of the outcome of the investigation, including whether there has been a determination that this policy has been violated. This written notice will be issued concurrently to the complaining and accused parties unless the seminary determines in its discretion that concurrent notification would not be appropriate. If there is a finding that this policy has been violated, the seminary will take such action as it deems necessary to eliminate the policy violation, prevent the recurrence of the violation, and address the effects of the violation.
6. The Investigation Team must deliver written opinion to the appropriate seminary body (see description below) that:
  - in their view no violation of this policy occurred or that the evidence is insufficient to determine whether or not it occurred;
  - in their view a violation of this policy occurred and that disciplinary procedures should be invoked.

The standard used to determine whether the policy has been violated is whether it is more likely than not that the accused violated this policy. This is often referred to as a “preponderance of the evidence” standard.

If there is a finding that this policy has been violated, the seminary shall take such action as it deems necessary to eliminate the policy violation, prevent the recurrence of the violation, and address the effects of the violation. In addition to its written opinion to the appropriate seminary body, the Investigation Team shall make a recommendation to the President as to what actions the seminary should take to eliminate the policy violation, prevent the recurrence of the violation, and address the effects of the violation.

- a. The appropriate seminary bodies are defined as follows:
    - i. Reports regarding students are submitted to the Vice President for Academic Affairs and are addressed according to the Non-Academic Disciplinary Policy as found in the Student Handbook;
    - ii. Reports regarding staff members are submitted to the Vice President for Finance and Administration and are addressed according to the Disciplinary Policy as found in the Staff Manual;
    - iii. Reports regarding faculty members are submitted to the Vice President for Academic Affairs and are addressed according to the Faculty Disciplinary Policy as found in the Faculty Manual;
    - iv. As the seminary deems appropriate, any of these reports may go to judicatory officials and/or supervisors.
  - b. If there is a finding that this policy has been violated, these bodies will take action that may include, but is not limited to:
    - i. Formal reprimand, with defined expectations for changed behavior;
    - ii. Recommending or requiring psychological assessment and/or counseling;
    - iii. Mandatory psychiatric assessment and/or treatment;
    - iv. Probationary standing, with the terms of such probation clearly defined;
    - v. Dismissal from the seminary.
7. Appeals: Normal appeals procedure as outlined in student, staff, administrative and faculty manuals and handbooks of Chicago Theological Seminary will be followed. In matters involving allegations of discrimination or harassment (including sexual assault and sexual violence), both the complaining party and the accused party will be afforded the right to appeal as provided in the applicable manual or handbook.

## **Title IX Coordinators**

The Title IX Coordinators are responsible for implementing and monitoring Title IX compliance on behalf of the seminary. This includes coordination of training, education, communications, and administration of the complaint and grievance procedures for the handling of suspected or alleged violations of Title IX.

Title IX Coordinator  
Michele Carr  
Controller  
Office #153  
773-896-2442  
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Title IX Deputy Coordinator  
José Morales Torres  
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## **Anti-Discrimination / Anti-Harassment Task Force**

An Anti-Discrimination/Anti-Harassment Task Force will be established by the initiation of the President at the beginning of each calendar year. This Task Force has its portfolio from January to January to assure continuity over the course of the academic year. The Task Force will be reappointed by November 1 of each academic year and be trained and ready to function by January 1.

The Task Force consists of the following members:

- Title IX Coordinators and Deputy Coordinator
- One member of the Leadership Team of the seminary, selected for two years, by the President;
- One faculty member, nominated by the President and approved by majority vote of the Academic Council for two years;
- One staff member nominated by staff and appointed by the President for two years;
- Two students; the two students will each serve two years, but be appointed by the President on alternate years from among student representatives to Academic Council.

The two main functions of the Task Force are to be available to adjudicate formal charges (by appointment to the Investigation Team) and to develop an educational program for the community around these issues in conjunction with the Title IX Coordinators. As part of the educational program, all students, staff, and faculty will receive training from an outside party each fall.

The names of the members of the Anti-Discrimination / Anti-Harassment Task Force will be made available publicly as of January 1<sup>st</sup> each year.

## **Seminary Discretion**

The seminary reserves the right to interpret this policy and modify it as appropriate in the circumstances of a particular case, in its discretion.

## **Appendix III**

### **Drug and Alcohol and Weapons Policies**

Chicago Theological Seminary is fully committed to maintaining a workplace that is free of illegal drug and alcohol activity. The use and/or manufacture, distribution, possession, or dispensation of any controlled substance or possession of drug-related paraphernalia while on CTS property is specifically prohibited. Additional resources for counseling and treatment programs can be found in the Guide to Spiritual and Mental Health Resources prepared and distributed annually by the Director of Community Life.

See below for additional local, state and federal restrictions regarding illicit drugs and alcohol:

#### **Legal Sanctions**

Various federal and state laws prohibit the possession, distribution, and use of controlled substances, unless in compliance with licensing requirements or a physician's prescription. Moreover, Illinois law prohibits the consumption and possession of alcohol by persons under the age of 21 and the supplying of alcohol to any person under the age of 21. Additionally, Illinois law prohibits the sale of alcoholic beverages except by those licensed to sell such beverages. Illinois law and City ordinances also prohibit public intoxication to a degree that endangers people or property or annoys people in the vicinity, the operation of a vehicle under the influence of alcohol or other intoxicants, and the consumption of alcohol on a public way.

Violation of these laws or other laws relating to drugs and alcohol may result in probation, fines, imprisonment, and permanent criminal record. Violation of drug laws may also result in civil seizure and forfeiture of property used in connection with the offense. A violation may also result in disciplinary action.

The following sections set forth in some detail federal and state statutes with respect to illicit drug trafficking and possession, and state statutes regarding alcohol use by minors.

#### **Federal Drug Sanctions**

Federal law penalizes the manufacture, distribution, possession with intent to manufacture or distribute, and simple possession of drugs ("controlled substances"). Federal penalties and sanctions for the simple possession of a controlled substance are quite severe. The law sets forth sentences and fines that include the following:

- First conviction: up to one-year imprisonment, a fine of at least \$1,000, or both. After one prior drug conviction: at least 15 days in prison, not to exceed two years, and a fine of at least \$2,500. After two or more prior drug convictions: at least 90 days in prison, not to exceed three years, and a fine of at least \$5,000. A special, harsher sentencing provision applies for possession of flunitrazepam (Rohypnol). (21 U.S.C. §844(a))
- Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than one-year imprisonment, as well as forfeiture of vehicles, boats, aircraft, or any other conveyance used to transport or conceal a controlled substance. (21 U.S.C. §§853(a) & 881(a))
- Denial of federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to five years for the first offense, up to 10 years for the second offense, and permanently upon the third offense. (21 U.S.C. §862)
- Ineligibility to receive or purchase a firearm. (18 U.S.C. §922(g)) Moreover, revocation of certain federal licenses and benefits (e.g., pilot licenses, public housing tenancy) are vested within the authorities of individual federal agencies.

These penalties may be doubled, however, when a person at least 18 years old: (1) distributes a controlled substance to a person under 21 years of age (a term of imprisonment for this offense shall not be less than

one year), and/or (2) distributes, possesses with intent to distribute, or manufactures a controlled substance in or on, or within 1,000 feet of, the real property comprising a public or private elementary or secondary school, or a public or private college. (21 U.S.C. §§859 & 860) Federal penalties and sanctions for trafficking in controlled substances are considerably more severe than those outlined previously for simple possession. Table A prepared by the Department of Justice outlines federal trafficking penalties for substances covered by the Controlled Substances Act.

### State Drug Sanctions

Illinois statutes also cover a wide range of drug offenses 720 ILCS 550/1, et seq. (cannabis); 720 ILCS 570/401, et seq. (other controlled substances). Sentences and fines for simple possession of various controlled substances are outlined in Table B.

In addition to the sanctions listed in this table, the following additional penalties for possession of an illegal substance are prescribed by Illinois law.

- Possession of cannabis plants may result, depending on the number of plants, in prison terms of up to 15 years and fines of up to \$100,000 plus costs.
- Conviction of a drug-related offense involving possession or delivery under the Controlled Substances Act, the Cannabis Control Act, or the Methamphetamine Control and Community Protection Act, in addition to all other penalties, results in a fine of no less than full street value of the substance seized.
- As with federal law, Illinois law provides much stiffer penalties for trafficking in a controlled substance. Sentences and fines for the manufacture of, delivery of, or possession with intent to deliver controlled substances are outlined in Table C.

In addition to these sanctions, the following additional penalties are prescribed by Illinois law. Conviction for the following may result in imprisonment, a fine, or both up to double the maximum otherwise authorized:

- Conviction for a second or subsequent offense under the Controlled Substances Act. A prior conviction under federal law or the law of any other state makes a conviction under Illinois law a second offense.
- Conviction for “cannabis trafficking” of 2,500 grams or more or for “controlled substances trafficking” (i.e., bringing these items into Illinois for purposes of manufacture or delivery).
- Conviction for delivery of a controlled substance by a person over 18 to a person under 18.
- Conviction for delivery of cannabis (marijuana or hashish) by a person over 18 to a person under 18 who is at least three years younger.
- Conviction for delivery of a controlled substance to a woman known to be pregnant.

A person over 18 who uses another person under 18 to deliver controlled substances may be sentenced to imprisonment for a term up to three times the maximum otherwise authorized.

Violation of certain provisions of the Controlled Substances Act in or on the grounds of any school or other protected area (e.g. church, nursing home), or within 500 feet of the same, will increase the felony status (and prison term) and the applicable fine.

Participation in any conspiracy with respect to cannabis may result in imprisonment for two to five years and a fine of up to \$200,000 plus certain forfeitures.

### Federal and State Fake ID Sanctions

Under Illinois law, possession, advertisement, manufacture, distribution, or sale of a driver’s license or identification card that is “fraudulent” (i.e., produced by someone other than a government office) is a Class 4 felony punishable by one to three years imprisonment and up to \$25,000.

Possession, transfer, or use of “fictitious” identification (a genuine identification with false information), lending or using the identification of another, or altering an identification is punishable by up to one year imprisonment and a fine of up to \$2,500. Persons under 21 who present or offer false evidence for purposes of obtaining or

purchasing alcohol shall be fined between \$500 and \$2,500, must perform at least 25 hours of community service, and may be jailed for up to one year.

Under federal law, the use, transfer, or production of identification that is false, altered, tampered with, or fraudulently obtained is punishable by up to 15 years imprisonment and a fine of up to \$250,000. Possession of such identification is punishable in some cases by up to five years imprisonment and a fine of up to \$250,000.

### Health Risks

The use of illicit drugs and the abuse of alcohol and prescription drugs have potential adverse health consequences that may be permanent. These consequences include disorders and dysfunctions that affect the central nervous system, reproductive functioning, cardiovascular and pulmonary systems, and endocrine functioning. Specifically, there are both short and long-term effects on cognition, memory, retention, information processing, coordination, and athletic and academic performance. The use of illicit drugs and the abuse of alcohol also affect emotional equilibrium, mental well-being, and the ability to make critical decisions. Such use also impairs judgment, which in turn increases one's vulnerability and risk-taking behaviors, including engaging in unprotected sex, which may lead to exposure to HIV and other sexually transmitted diseases and to unplanned pregnancy. The chronic use and abuse of illicit drugs and alcohol have been shown to cause adverse permanent changes in most of the biological systems studied. These changes can lead to severe impairment, disability, and premature death.

### Illicit Drugs

The use of any amount of drug—prescription, illicit, or legal—will alter the chemical balance of the body. Misuse of drugs may lead to lifelong chemical dependency, the disease of addiction, and possible death. Abuse and addiction to drugs often cause serious damage to major body organs such as brain, stomach, lungs, liver, kidneys, and heart, as well as the immune and reproductive systems. The sharing of needles when using drugs is known to be a major cause of the spread of HIV. The health risks associated with various controlled substances, prepared by the U.S. Department of Justice, are summarized in Table D.

### Alcohol

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than others of becoming alcoholics.

### State Alcohol Sanctions

Persons under 21 who possess, consume, purchase, or receive alcohol may be jailed for up to one year and fined up to \$2,500. Illinois law also provides for a prison term up to one year and a fine of up to \$2,500 for knowingly providing alcohol to persons under 21.

### City Alcohol Sanctions

Under the Chicago Municipal Code, it is unlawful for any person to drink any alcoholic liquor on any public way or in a motor vehicle upon a public way in the city of Chicago. Penalties include a fine of not less than \$100 nor more than \$500, and/or punishment by imprisonment for a period of six months.

### Miscellaneous

Revocation of certain federal licenses and benefits, e.g., pilot licenses, public housing tenancy, etc., are vested within the authorities of individual federal agencies. Note: These are only federal penalties and sanctions. Additional state penalties and sanctions may apply.

### Seminary Sanctions:

Besides legal consequences, the unlawful possession, use, or distribution of illicit drugs and alcohol by a student may result in appropriate discipline under the Non-Academic Discipline Policy. Seminary employees are subject to the Disciplinary Action policies in the Staff Manual.

### Weapons:

Chicago Theological Seminary prohibits all persons who enter Seminary property from carrying a handgun, firearm, knife with a blade larger than that of a folding pocketknife, chemical, explosive, or detonating device or other weapon of any kind, regardless of whether the person is licensed to carry the weapon. Pursuant to 430 ILCS 66/65, a State of Illinois concealed carry licensee shall not knowingly carry a firearm on or into a higher education campus building. The only exception to this policy will be police officers, security guards, or other persons who have been given written consent by CTS to carry a weapon, and individuals who are required to carry a weapon pursuant to state law.