

**Lincoln Land Community College**  
**Stop Campus Hazing Act Guidelines and Procedures**

**Guidelines Statement:**

Lincoln Land Community College (the “College”) is committed to maintaining a safe and healthy educational and employment environment for everyone and does not tolerate hazing by any group or individual affiliated with the College. Hazing poses significant risks to individuals and communities, leading to severe physical, emotional, and psychological harm. It often involves activities that humiliate, degrade or endanger participants, creating a toxic environment that undermines trust and respect. Hazing can interfere with academic performance and social relationships, fostering a culture of fear and exclusion. These guidelines apply to all faculty, employees, students and other individuals participating in or attempting to participate in the College’s program or activities, including education and employment.

It is the policy of Lincoln Land Community College to comply with the amendment of the Higher Education Act of 1965 to require institutions of higher education to disclose hazing incidents, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”) and all other applicable laws and local ordinances regarding unlawful hazing behavior or other misconduct.

Any student organization and individuals found to have engaged in prohibited hazing behavior will be subject to disciplinary action, up to and including student organization loss of College facility use, recognition and/or funding and termination and/or expulsion from the College. In addition to College disciplinary action, an individual or organization may be subject to civil liability or to criminal liability under Illinois’ anti-hazing or other laws.

For the purpose of these guidelines, it shall not be a defense that the consent of the minor or student was sought or obtained or that the conduct was sanctioned or approved by the organization.

**Geographic Reporting Statements:**

The College, in regard to the Annual Security Report, must disclose hazing violations committed by a student organization reported to have occurred on or in the campus’ Clery geography. It does not matter whether or not the student organization is established or recognized by the institution.

The College, in regard to the Campus Hazing Transparency Report, must summarize hazing violations, found to have been committed by an established or recognized by the institution student organization, regardless of where the misconduct occurred. It does not matter whether or not the misconduct occurred on or in the campus’ Clery geography.

**Procedure:****Purpose:**

Lincoln Land Community College (the “College”) is committed to maintaining a safe and healthy educational and employment environment for everyone and does not tolerate hazing by any group or individual affiliated with the College.

The College has adopted these Procedures to implement the College’s Anti-Hazing Guidelines to ensure a safe and healthy educational and employment environment and to meet legal requirements in accordance with the amendment of the Higher Education Act of 1965 to require institutions of higher education to disclose hazing incidents, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”), and all other applicable laws and local ordinances regarding unlawful hazing behavior or other misconduct.

The College has an affirmative duty to respond promptly and effectively once it has knowledge of conduct that may reasonably constitute hazing in its education program or activities. The College will promptly and equitably resolve complaints of hazing in accordance with the procedures set forth below.

**Prohibition on Hazing:**

Hazing is defined as any intentional, knowing or reckless act, occurring on or off the campus of an educational institution, by one person alone or acting with others, directed against another when: the person knew or should have known that such an act endangers the physical health or safety of the other person or causes severe emotional distress and the act was associated with pledging, joining, being initiated into, affiliating with, holding office in or maintaining membership in any organization, regardless of the willingness of such other person or persons to participate. Hazing includes but is not limited to:

- whipping, beating, striking, electronic shocking, placing of a harmful substance on someone’s body or similar activity;
- causing, coercing or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics or other similar activity;
- causing, coercing or otherwise inducing another person to consume food, liquid, alcohol, drugs or other substances;
- causing, coercing or otherwise inducing another person to perform sexual acts;
- any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
- any activity against another person that includes a criminal violation of local, state, tribal or federal law; and
- any activity that induces, causes or requires another person to perform a duty or task that involves a criminal violation of local, state, tribal or federal law.

For purposes of these guidelines, hazing shall not include a physical activity that is normal, customary and necessary for a person’s training and participation in an athletic, physical education or similar program sanctioned by the College.

**Application and Scope:**

These guidelines apply to all student organizations, groups, teams and individuals, including but not limited to the following:

- Students of the College
- Minors participating in College-sponsored youth programs
- Any organization operating under the sanction of or recognized as an organization by the College, including but not limited to the following:
  - Recognized student organizations/clubs of Lincoln Land Community College
  - Any affiliate recognized student organizations/clubs of the College
  - Any sports team recognized or sponsored by the College
  - Band, choral or other groups affiliated with the College or campus, whether or not separately recognized as a student organization.
  - College operated youth programs, activities and services and youth service organizations.
  - Any other organization, planning team, committee or group affiliated with College departments, offices or the College
- Individuals associated with a College sanctioned or recognized organization, including, but not limited to the following:
  - Members or participants in the organization
  - Advisors (including faculty or staff of the College who serve in this capacity)
  - Alumni or the organization of the College
  - College faculty, staff and volunteers (including coaches and athletic trainers)
  - Booster clubs
  - Representatives of external organizations having an association with or interest in College sanctioned or recognized organizations or activities

These guidelines are effective from enrollment to commencement, including all breaks.

College students, administrators, employees, faculty, staff, consultants, alumni, and volunteers are prohibited from participating in and/or permitting the hazing of any person associated with the College.

These guidelines apply to conduct between two or more individuals affiliated with Lincoln Land Community College regardless of whether that conduct occurs on or off College property. These guidelines apply to all College locations, including where the College is extended to distance education, such as study abroad, service trips, experiential learning opportunities, and athletic, club and other group travel. These guidelines exclude dual enrollment students unless the alleged conduct occurs in the context of a Lincoln Land Community College organization or involves Lincoln Land Community College students, faculty or staff.

### **How to report incidents of hazing:**

The College strongly encourages and requires any person who receives a complaint of hazing or who observes or learns of conduct that is reasonably believed to be in violation of these guidelines to immediately report the alleged conduct to the Associate Vice President of Student Success or the campus police department. Student organization/team members and officers/captains should immediately report any hazing incidents that occur within their organization to the AVP, Student Success. Students, faculty, administrators, coaches, staff, consultants, alumni and volunteers have a duty to report violations of these guidelines.

Any person who believes that another person is in serious physical danger shall immediately call 911 to obtain immediate medical assistance.

In addition to the duty to report hazing to the AVP, Student Success as identified in the prior paragraphs, in some circumstances there is also a duty to report allegations of criminal conduct to law enforcement.

Individuals may report hazing by contacting any of the following:

#### **Associate Vice President, Student Success**

Location: Menard Hall, Room 1146

Phone: 217-786-2848

Email: [StudentRights@llcc.edu](mailto:StudentRights@llcc.edu)

#### **Lincoln Land Community College Police Department**

Location: Sangamon Hall South, Room 1171

Phone: 217-786-2278

Email: [Police@llcc.edu](mailto:Police@llcc.edu)

In the event of an emergency, dial 911

Lincoln Land Community College is committed to reviewing all reports of hazing. The College maintains an online system for electronic reporting, which can be found at the following link: [cm.maxient.com/reporting.php?LincolnLandCC](http://cm.maxient.com/reporting.php?LincolnLandCC). The reporting party may choose to provide their name or may choose to report anonymously. Anonymous reports are accepted; however, the College's ability to obtain additional information may be compromised and the ability to investigate anonymous reports may be limited.

All reports of hazing shall include a detailed description of the events that have transpired, including:

- Names of all individuals and/or organizations involved,
- Dates,
- Where the hazing behavior happened,
- A specific description of what happened.

Upon receiving the report, the AVP, Student Success or their designee will investigate as described in these guidelines and the organization president and advisor/coach will be notified. The College's ability to investigate hazing, enforce guidelines and protect students depends on accurate and specific reports.

**Retaliation Prohibited:**

Retaliating against an individual who made a report of hazing is prohibited. Retaliation includes, but is not limited to, intimidating, threatening, coercing or discriminating against an individual because the individual made a report of hazing.

Lincoln Land Community College seeks to remove barriers to reporting hazing. To this end, a violation of the student code of conduct relating to prohibited conduct (such as an alcohol or substance abuse violation relating to the personal use of alcohol or drugs, or violations of the Student Code of Conduct outlined in Board Policy 5.36), when the violation is discovered as a result of a good faith report of hazing will not result in dismissal for the reporting party, provided that no one sustained serious mental and/or physical harm as a result of actions taken by the reporting party.

These guidelines and reports made pursuant to these guidelines do not supersede or replace other reporting obligations mandated by law or College policy (e.g., reporting obligations for employees under Title VII of the Civil Rights Act, responsible employee reporting regarding Title IX, mandated reporter regarding child abuse and neglect, etc.).

**Investigation:**

All reports of hazing will be taken seriously and investigated in a prompt, thorough, and impartial manner by the AVP, Student Success or the designated conduct officer. Investigations will include gathering information from the reporting party, the accused individual(s), and any relevant witnesses. The College will take appropriate interim measures, if necessary, to protect the safety and well-being of the campus community during the investigation. Upon conclusion, findings will be communicated to the involved parties, and appropriate actions or sanctions will be applied in accordance with the Student Conduct Code and applicable laws. If a student wishes to appeal the conclusion made, Board Policy 5.40 (Student Appeals & Grievances) shall be followed.

Reports of hazing involving an employee(s), will be designated to Human Resources and will be pursued under Board Policy 1.29: Community Standards of Conduct, which outlines the appropriate response steps, investigation, and sanctions.

The Lincoln Land Community College Police Department will investigate reports of hazing that are a criminal violation of law. Investigative reports may be forwarded to the States Attorney office or appropriate judicial authority for prosecution. All reports of hazing reported to the police department will be forwarded to the AVP, Student Success for institutional investigation.

All reports of hazing will be forwarded to the Clery Compliance Coordinator, in a timely manner for review to determine if the reported incident includes other crimes, for inclusion in the campus crime statistics, submission on the daily crime log and for determining if the incident merits a timely warning notice or emergency notification.

**Sanctions:**

Student violations of these guidelines shall be considered misconduct and shall be subject to disciplinary action in the form of the following sanctions:

**Possible Student Conduct Sanctions:**

- Written warning
- Educational sanctions (e.g., required participation in hazing prevention programs, reflection papers, workshops on leadership or community responsibility)
- Disciplinary probation (a set period during which further violations may result in more severe sanctions)
- Loss of privileges (e.g., participation in student organizations, athletic teams, or campus events)
- Restitution for damages caused by the hazing activity
- Community service requirements
- Removal from leadership roles in student organizations or teams
- No-contact orders related to impacted individuals
- Suspension from the College (for a defined period)
- Expulsion from the College (permanent separation)

**Possible Athletics Sanctions:**

- Suspension of team activities (temporary or for a defined period)
- Written warning
- Educational sanctions (e.g., required participation in hazing prevention programs, reflection papers, workshops on leadership or community responsibility)
- Suspension or removal from team
- Cancellation of competitions or events
- Loss of privileges (e.g., use of college facilities, travel privileges, participation in tournaments)
- Probationary status (with specified conditions and monitoring)
- Revocation of team recognition or status as a college-sponsored athletic program
- Mandatory educational programming or training on hazing prevention, team culture, or leadership
- Community service requirements assigned to the team
- Restitution for any damages resulting from hazing activity
- Restrictions on recruitment or new member activities
- Public apology or restorative action plan approved by the College
- Permanent disbandment of the team

**Possible Student Club Sanctions:**

- Probationary status for the organization, with specific conditions for continued recognition
- Suspension of the organization's activities for a set period (e.g., no meetings, events, or programs)
- Loss of recognition as an official student organization
- Revocation of access to campus facilities or resources (e.g., meeting spaces, funding, marketing platforms)
- Restriction from participating in campus events (e.g., fairs, recruitment activities, competitions)

- Mandatory educational requirements (e.g., hazing prevention workshops, leadership development programs)
- Community service requirements assigned to the organization
- Restitution or repair of damages caused by the hazing activity
- Required development and implementation of an anti-hazing action plan
- Removal of specific officers or members from leadership positions
- Public apology or restorative justice measures approved by the College

#### Possible Employee Sanctions:

Employee violations of these guidelines shall be considered misconduct and shall be subject to disciplinary action in accordance with Board Policy 8.6 in the form of the following sanctions:

- Verbal Reprimand
- Written Reprimand
- Suspension
- Dismissal by the Board

#### **Criminal Sentences:**

Criminal violations of hazing may result in the following sentences:

- Hazing is a Class A misdemeanor, except that hazing that results in death or great bodily harm is a Class 4 felony.
- Failure to report hazing is a Class B misdemeanor. If the act which the person failed to report resulted in death or great bodily harm, the offense is a Class A misdemeanor.

#### Hazing prevention and awareness programs:

The College will implement research-informed, campus-wide prevention programs and primary prevention strategies to raise awareness and prevent hazing. Prevention and education programming will cover the following:

- A review and explanation of the Hazing definition as defined by the institution
- A review of how reports of Hazing can be made and to whom and the process for investigation, including
  - all reporting mechanisms
  - the institution's response to Hazing reports – what happens when a report is filed?
  - An overview of investigation process and adjudication
- Primary prevention strategies to stop Hazing, including:
  - Bystander intervention
  - Ethical leadership
  - Strategies for building group cohesion
- Information on applicable local, State and Tribal laws on Hazing

## **Information on applicable local, State and Tribal laws on Hazing:**

Illinois State Hazing Law:

§ 720 ILCS 5/12C-50. Hazing.

- a. A person commits hazing when he or she knowingly requires the performance of any act by a student or other person in a school, college, university, or other educational institution of this State, for the purpose of induction or admission into any group, organization, or society associated or connected with that institution, if:
  1. the act is not sanctioned or authorized by that educational institution; and
  2. the act results in bodily harm to any person.
- b. Sentence. Hazing is a Class A misdemeanor, except that hazing that results in death or great bodily harm is a Class 4 felony.

§ 720 ILCS 5/12C-50.1 Failure to report hazing.

- a. For purposes of this Section, "school official" includes any and all paid school administrators, teachers, counselors, support staff, and coaches and any and all volunteer coaches employed by a school, college, university, or other educational institution of this State.
- b. A school official commits failure to report hazing when:
  1. while fulfilling his or her official responsibilities as a school official, he or she personally observes an act which is not sanctioned or authorized by that educational institution;
  2. the act results in bodily harm to any person; and
  3. the school official knowingly fails to report the act to supervising educational authorities or, in the event of death or great bodily harm, to law enforcement.
- c. Sentence. Failure to report hazing is a Class B misdemeanor. If the act which the person failed to report resulted in death or great bodily harm, the offense is a Class A misdemeanor.
- d. It is an affirmative defense to a charge of failure to report hazing under this Section that the person who personally observed the act had a reasonable apprehension that timely action to stop the act would result in the imminent infliction of death, great bodily harm, permanent disfigurement, or permanent disability to that person or another in retaliation for reporting.
- e. Nothing in this Section shall be construed to allow prosecution of a person who personally observes the act of hazing and assists with an investigation and any subsequent prosecution of the offender.

There are no local ordinances relating to hazing violations in the College's Clery geography.

There are no Tribal Laws relating to hazing violations in the College's Clery geography.

## **Stop Campus Hazing Act Disclosure Requirements:**

Annual Security Report:

The College is required to publish and distribute annually, by October 1, the Annual Security Report ("ASR") disclosing campus crime statistics and policy statements. The Stop Campus Hazing Act requires the following to be included in the ASR:



- Statistics of Hazing incidents meeting the Federal definition reported to a Campus Security Authority or Local Law Enforcement,
  - committed by a registered, recognized, established or unrecognized student organization,
  - on the Campus' Clery geography.
- Incidents are counted using a distinct operation count,
  - are not subject to the hierarchy rule, therefore will be counted with other co-occurring Clery crimes and,
  - will be disclosed in the Annual Security Report and to the Department of Education via the Campus Safety and Security Data Analysis Cutting Tool.
- Disclosure of statements of current policies relating to hazing and prevention and awareness programs as defined by the institution, including:
  - How to report incidents,
  - The process used to investigate incidents of Hazing,
  - Information on applicable local, State and Tribal laws on Hazing,
  - Description of research-informed campus-wide prevention programs for students, staff and faculty:
    - How to report, process for investigation, jurisdictional laws
    - Primary prevention strategies to stop hazing, such as:
      - Bystander intervention
      - Ethical leadership
      - Strategies for building group cohesion

Statements of current policies relating to hazing and prevention and awareness programs will be included in the ASR starting with the October 1, 2025 publication and thereafter.

Statistics of hazing incidents meeting the Federal definition reported, in 2025, that occurred on the College's Clery geography will be included in the ASR starting with the October 1, 2026 publication and thereafter.

### **Campus Hazing Transparency Report:**

The College is required to publish on the College's public website at least twice a year, the Campus Hazing Transparency Report ("CHTR") disclosing a summary of founded hazing violations. The Stop Campus Hazing Act requires the following to be included in the CHTR:

- Summary of hazing incidents reported to a Campus Security Authority that resulted in a finding violating the institution's Hazing guidelines,
  - committed by a registered, recognized or established student organization,
  - at any location the institution's Hazing guidelines have jurisdiction.
- Findings of organizations found responsible are counted based on distinct investigations, an investigation could involve multiple separate incidents in a single report,
  - will be disclosed in a detailed report located prominently on the institution's website.
- Disclosure of the following on the institution's website:
  - Statement notifying the public of annual availability of hazing statistics,
  - Information related to institutional policies related to hazing and
  - Applicable local State and Tribal laws on hazing.

The Campus Hazing Transparency Report is required to disclose the following:

- Name of the Student Organization
- Description of the Violation
- Were Alcohol and/or Drugs Involved
- Date Incident Occurred
- Date Investigation Initiated
- Date Investigation Ended with a Finding
- Date Organization Notified of hazing Violation
- Findings or Rationale of Institution
- Sanctions Placed on Organization

Entries concerning findings made to the CHTR must stay in the report and be posted on the website for five (5) years. The CHTR can be found at <https://cm.maxient.com/chtr.php?LincolnLandCC>.

### **Records Retention:**

All records of reports of hazing incidents and investigative findings must be retained for seven (7) years, in accordance with standard Clery Act retention requirements.

### **Additional Clery Act Requirements:**

The Clery Act requires all reported incidents of hazing to be reported to the reporting structure of the institution, the Lincoln Land Community College Police Department, in a timely manner for inclusion in the campus crime statistics, submission on the daily crime log and for determining if the incident merits a timely warning notice or emergency notification. Reporting all incidents of hazing and other crime is important, because sometimes it may not be clear as to whether the incident occurred within the Clery geography.

### **Definitions:**

Institutional definition of hazing:

Lincoln Land Community College has adopted the federal definition of hazing as the College's institutional definition.

Federal definition of hazing:

§485(f)(6)(A) of the Higher Education Act of 1965 (20 U.S.C. 1092(f)(6)(A))

(vi) The term 'hazing', for purposes of reporting statistics on hazing incidents under paragraph (1)(F)(iv), means any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that

- I. is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and
- II. causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including

- (aa) whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
- (bb) causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
- (cc) causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
- (dd) causing, coercing, or otherwise inducing another person to perform sexual acts;
- (ee) any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
- (ff) any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
- (gg) any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.

Federal definition of student organization:

§485(f)(6)(A) of the Higher Education Act of 1965 (20 U.S.C. 1092(f)(6)(A))

(vii) The term 'student organization', for purposes of reporting under paragraph (1)(F)(iv) and paragraph (9)(A), means an organization at an institution of higher education (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band or student government) in which two or more of the members are students enrolled at the institution of higher education, whether or not the organization is established or recognized by the institution.

State definition of hazing:

§ 720 ILCS 5/12C-50. Hazing.

- a. A person commits hazing when he or she knowingly requires the performance of any act by a student or other person in a school, college, university or other educational institution of this State, for the purpose of induction or admission into any group, organization or society associated or connected with that institution, if:
  - 1. the act is not sanctioned or authorized by that educational institution; and
  - 2. the act results in bodily harm to any person.
- b. Sentence. Hazing is a Class A misdemeanor, except that hazing that results in death or great bodily harm is a Class 4 felony.

§ 720 ILCS 5/12C-50.1 Failure to report hazing.

- a. For purposes of this Section, "school official" includes any and all paid school administrators, teachers, counselors, support staff and coaches and any and all volunteer coaches employed by a school, college, university or other educational institution of this State.
- b. A school official commits failure to report hazing when:
  - 1. while fulfilling his or her official responsibilities as a school official, he or she personally observes an act which is not sanctioned or authorized by that educational institution;

2. the act results in bodily harm to any person; and
3. the school official knowingly fails to report the act to supervising educational authorities or, in the event of death or great bodily harm, to law enforcement.
- c. Sentence. Failure to report hazing is a Class B misdemeanor. If the act which the person failed to report resulted in death or great bodily harm, the offense is a Class A misdemeanor.
- d. It is an affirmative defense to a charge of failure to report hazing under this Section that the person who personally observed the act had a reasonable apprehension that timely action to stop the act would result in the imminent infliction of death, great bodily harm, permanent disfigurement or permanent disability to that person or another in retaliation for reporting.
- e. Nothing in this Section shall be construed to allow prosecution of a person who personally observes the act of hazing and assists with an investigation and any subsequent prosecution of the offender.

**Federal definitions of Clery Geography including, Campus, Non-campus and Public Property:**

§ 668.46 of Title 34 of the Code of Federal Regulations, Subtitle B, Chapter VI Office of Postsecondary Education, Department of Education

Clery geography includes:

- (A) Buildings and property that are part of the institution's campus;
- (B) The institution's non-campus buildings and property;
- (C) Public property within or immediately adjacent to and accessible from the campus; and
- (D) Areas within the patrol jurisdiction of the campus police or the campus security department.

Campus includes:

- A. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and
- B. Any building or property that is within or reasonably contiguous, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.

Non-campus building or property includes:

- A. Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
- B. Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public property includes all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.