



Preventing Sexual Violence in Higher Education Act Annual Report Template

Instructions

As a higher education institution in Illinois, your school must provide an annual report with data and information related to the implementation of the Preventing Sexual Violence in Higher Education Act (Act). The 2018 report covers data and information concerning the preceding calendar year (January 1 – December 31, 2017). Your report is due to the Illinois Department of Human Rights and the Illinois Attorney General's Office by November 1, 2018. *See* 110 ILCS 205/9.21(b).

This form provides guidance for reporting to the Illinois Attorney General's Office. Schools may, but are not required to, use this form for their report. A complete report must include the documents identified in Part A and the data requested in Part B. Part C provides space, if desired, for your school to include information to explain, contextualize or clarify data or information provided in Parts A and B. Your school may submit its Annual Security & Fire Safety Report (i.e., Clery Act Report) and, if necessary, supplement it with additional data and information to fulfill the Preventing Sexual Violence in Higher Education Act's reporting requirements.

If your institution fails to submit a report, or submits an incomplete report, it will be listed on the Illinois Attorney General's website as an institution that is not in compliance with the Act.

For more information regarding the reporting requirements, please read the Frequently Asked Questions Regarding the Act's Reporting Requirements, which you can find on the Illinois Attorney General's website at <http://www.illinoisattorneygeneral.gov/rights/civilrights.html>.

Preventing Sexual Violence in Higher Education Act Annual Report

Form

Name of Higher Education Institution: Blackburn College
 Campus (if applicable): _____
 Completed By/Primary Contact: Melissa Jones, Title IX Coordinator
 Address: 700 College Ave, Carlinville, IL 62626
 Phone Number: 217-854-5514 Email Address: hr@blackburn.edu

PART A

Provide one copy of the most recent version of each of the following documents:

- The higher education institution’s comprehensive policy (*see* 110 ILCS 155/10); and
- The higher education institution’s concise, written notification of a survivor’s rights and options under its comprehensive policy (*see* 110 ILCS 155/15).

PART B

I. Campus Training, Education and Awareness

A. Student Primary Prevention Programming

Identify any and all institutional actions and strategies intended to prevent sexual violence before it occurs by means of changing social norms and other approaches, including, without limitation, training programs, poster and flyer campaigns, electronic communications, films, guest speakers, symposia, conferences, seminars or panel discussions that occurred during the 2016 calendar year. *See* 110 ILCS 155/30(b). If necessary, append additional pages.

Program name	Type/description	Date(s)	Location(s)	Target audience	Number of attendees
Res Life Training	Prevention and Awareness	1/12/17	On campus	Residence Life Student Staff	20
New Student Orientation	Prevention and Awareness	1/15/17	On Campus	New Students	150
Sexual Harassment Info Night	Awareness	3/20/17	On Campus	All	20
Work Program Student Leaders	Awareness	8/20/17	On Campus	Student Managers, Asst. Managers, Crew Heads, Res Life	154
Res Life Training	Prevention and Awareness	8/23/17	On Campus	Residence Life Staff	21

Title IX Training/Bystander Intervention	Prevention and Awareness	8/22/2017	On Campus	Food Service Student Employees	25
Flyer Campaign against Sexual harassment	Awareness	All Year	On Campus	All	540

B. Employee Training (*optional*)

Identify any and all training provided to higher education institution employees who, with respect to reports of sexual violence, domestic violence, dating violence or stalking: (1) receive student reports, (2) refer or provide services to survivors or (3) participate in the complaint resolution procedure. *See* 110 ILCS 155/30(c). If necessary, append additional pages.

Program name	Type/description	Date(s)	Location(s)	Target audience	Number of attendees
All Faculty and Staff Training	Primary Prevention	8/16/17	On Campus	All Faculty and Staff	87
Conduct Board Training	Prevention	8/31/17	On Campus	Conduct Board Members, Advocates, Investigators	20
Title IX Training/Bystander Intervention	Prevention and Awareness	8/22/2017	On Campus	Food Service Employees	10
Flyer Campaign against Sexual harassment	Awareness	All Year	On Campus	All	102

II. Reports

Identify the total number of reports made to the following groups of individuals in the 2017 calendar year. If a higher education institution is aware that a student reported an incident more than once, it may provide an explanation for this or any other additional information regarding its reports in Part C below. *See* 110 ILCS 155/25 and 110 ILCS 205/9.21(b).

	Reports to the Title IX coordinator/responsible employees	Reports to confidential and anonymous resources
Sexual violence	4	0
Domestic violence	0	0
Dating violence	0	0
Stalking	2	0

A. Responses to Reports to the Title IX Coordinator or Responsible Employees

Of the total number of reports or disclosures made to the Title IX coordinator or responsible employees at the higher education institution (identified in Part B, Section II), please report the number of times the following occurred:

	Survivor requested not to proceed with the complaint resolution procedure	HEI investigated allegation	HEI referred allegation to local or State law enforcement	HEI resolved allegation through complaint resolution procedure
Sexual violence	3	1	0	0
Domestic violence	0	0	0	0
Dating violence	0	0	0	0
Stalking	2	0	0	0

B. Complaint Resolution Procedure Outcomes

Of the total number of reports reviewed through the complaint resolution procedure, identify the number of students who received the following outcomes. Please provide a description of the other types of discipline students received for violating the comprehensive policy in Part C of this report.

	Found not responsible for violation of comprehensive policy	Dismissed/expelled	Suspended	Otherwise disciplined
Sexual violence	1	0	0	0
Domestic violence	0	0	0	0
Dating violence	0	0	0	0
Stalking	0	0	0	0

PART C

Use this space to provide any explanations or clarifications for information and data provided as part of the report. (Append additional pages as necessary.)

Submit completed reports via mail or email to the addresses below by **November 1, 2018**:

- Office of the Illinois Attorney General
Civil Rights Bureau
100 W. Randolph Street, 11th Floor
Chicago, IL 60601
civilrights@atg.state.il.us

- Illinois Department of Human Rights
100 W. Randolph Street, 10th Floor
Chicago, IL 60601