

**Total number of first-time, full-time degree/certificate seeking students**

	HCC		Statewide	
2003	349	100%	27,221	100%
2004	357	100%	27,741	100%
2005	342	100%	26,973	100%

**Students who completed a certificate program within three years**

	HCC		Statewide	
2003	20	5.7%	1,122	4.1%
2004	10	2.8%	935	3.4%
2005	12	3.5%	1,158	4.3%

**Students who completed an associate's degree within three years**

	HCC		Statewide	
2003	82	23.5%	4,851	17.8%
2004	98	27.5%	4,781	17.2%
2005	98	28.7%	4,588	17.0%

**Students who were still enrolled at HCC after three years**

	HCC		Statewide	
2003	64	18.3%	5,315	19.5%
2004	52	14.6%	5,519	19.9%
2005	53	15.5%	5,186	19.2%

**Students who transferred to another institution**

	HCC		Statewide	
2003	59	16.9%	8,155	30.0%
2004	87	24.4%	8,362	30.1%
2005	79	23.1%	8,428	31.2%

**Unknown (Students who did not earn a HCC degree or certificate, who did not transfer to another institution)**

	HCC		Statewide	
2003	124	35.6%	7,778	28.8%
2004	110	30.8%	8,144	29.4%
2005	100	29.2%	7,613	28.2%

**STUDENT CODE OF CONDUCT**

Highland Community College respects the civil rights and liberties of each member of the College; however, it is imperative for the College to be free from coercion, harassment, and disruption in order to allow for the exchange and expression of ideas. It is also imperative that the College, and the activities it sponsors, remain safe and drug and alcohol free in order to enhance the pursuit of education and learning.

Students, student organizations, and campus visitors are expected to conduct themselves in such a manner as to be a credit to themselves, their organizations, the college and the community. Violation of local, state, or federal laws at any college-sponsored activity (on or off campus) or at any activity involving the use of Highland property, will be considered a violation of the Student Code of Conduct and will result in disciplinary action.

*The official and complete Student Code of Conduct can be found in the current College Catalog. Contact the vice president of academic for updates and/or revisions.*

**Campus Sex Crimes Prevention Act Notice**

The Campus Sex Crimes Prevention Act (CSCPA) provides tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, or working or volunteering on campus. Under the Act, as of October 28, 2002, sex offenders are to inform their state agencies when they become a student, carry on a vocation or become employed at an institution of higher education. The registering agencies are required to notify the law enforcement agency having jurisdiction where the institution is located of the presence of the sex offender on campus. The law also requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by the state concerning registered sex offenders may be obtained.

Sex offender information is compiled by the Illinois State Police. The state police maintain a Web site that allows the public to search their sex offender database online. To learn the identity of registered sexual offenders on or near campus, or anywhere in Illinois, visit [www.isp.state.il.us/sor/frames.htm](http://www.isp.state.il.us/sor/frames.htm). Once there, you can search by city, county or zip code. Information can also be obtained at the on-campus Sheriffs's Office, located on the first floor of the Student/Conference Center (next to the cafeteria), or by calling 815.599.3652.

**DENIAL OF FEDERAL BENEFITS (21 U.S.C. 862)**

A federal drug conviction may result in the loss of federal benefits, including school loans, grants, scholarships, contracts, and licenses. Federal drug trafficking convictions may result in denial of federal benefits for up to 5 years for a first conviction, 10 years for a second conviction, and permanent denial of federal benefits for third conviction. Federal drug convictions for possession may result in denial of federal benefits for up to 1 year for a first conviction and up to 5 years for subsequent convictions.

**FORFEITURE OF PERSONAL PROPERTY AND REAL ESTATE (21 U.S.C. 853)**

Any person convicted of a federal drug offense punishable by more than 1 year in prison shall forfeit to the United States any personal or real property related to the violation, including houses, cars, and other personal belongings. A warrant of seizure is issued and property is seized at the time an individual is arrested on charges that may result in forfeiture.

**EFFECTS ASSOCIATED WITH THE USE OF ALCOHOL AND/OR ILLICIT DRUGS**

Alcohol and drug 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 also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses cause marked impairments in higher mental functions, severely 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 and/or drugs can lead to dependence. Sudden cessation of intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Withdrawal can be life threatening. Long-term consumption of large quantities, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

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

**Release of Student Information**

The "Family Educational Rights and Privacy Act of 1974," also known as the "Buckley Amendment," or Public Law 93-380, as amended restricts access to student records by third parties.

The law does provide for the release of specific information about students without their written permission; this is classified as directory information. The following is considered directory information:

- 1.) Name, address, telephone number, email address.
- 2.) Major field of study.
- 3.) Participation in intercollegiate athletics, including height and weight.
- 4.) Dates of attendance and enrollment status.
- 5.) Degrees and awards received.
- 6.) Previous educational agencies or institutions attended.

A student who objects to having his/her directory information released must file a notice of objection with the Dean of Enrollment Services. A "Confidentiality Hold" will then be placed on the computer.

**Students' Rights and Procedures under FERPA**

- 1.) Students may inspect their educational records by contacting and meeting with the Dean of Enrollment Services.
- 2.) After inspection of educational records, student may seek amendment, if applicable, by written notification to Dean of Enrollment Services. The written request for amendment will be reviewed by committee consisting of President, Vice President of Academic Services, and Dean of Enrollment Services.
- 3.) Students have the right to have their educational records protected, unless (1) they consent to their disclosure or (2) an exception to the disclosure requirements permitting disclosure without prior written consent applies.
- 4.) Students have the right to file a complaint with the U.S. Department of Education concerning an educational institution's alleged failure to comply with FERPA.

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# Students' Right-to-Know Information

## Partners In A Drug-Free, Safe Campus Community



**HIGHLAND  
COMMUNITY  
COLLEGE**

**2009 - 2010**

**Students' Right-to-Know Information**

The Student Right-to-Know information compares graduation or completion rates, and transfer rates for first-time, full-time Highland Community College students with other first-time, full-time community college students in Illinois who are enrolled in credit courses and pursuing specific certificate programs or associate's degrees.

How do we perform? It's your Right-to-Know. Because Highland Community College offers student financial assistance under Title IV of the Higher Education Act of 1965, as amended, the college is required to publish this information. We believe it is our responsibility to partner with each learner, to help each student succeed. This information helps us improve our services and meet your needs. This information helps us improve our services.

Full-time students typically need two years to complete all requirements for an associate's degree. Certificate programs are completed at various times, depending on the specific program. The tracking period for this study was three years. The following information compares the final statistics for students who attended their first college-credit class in the fall semester of 2003, the fall semester of 2004, and the fall semester of 2005.

# Partners in a Drug-Free, Safe Campus Community

## THE HIGHLAND COMMUNITY COLLEGE COMMITMENT

Highland Community College (HCC) recognizes the responsibility of maintaining a drug free, safe educational environmental conducive to academic achievement and student growth. HCC students, employees, and visitors are expected to conduct themselves in a manner which serves credit to themselves, the College and the community. College employees or students who violate local, state or federal laws on campus or at off campus College sponsored activities will be subject to legal sanctions and considered for disciplinary action by the College as outlined in the personnel manual for employees and the college catalog for students and campus visitors.

## CAMPUS SECURITY & SAFETY

Highland Community College is concerned with the safety and welfare of all students, faculty, staff, and visitors on campus. Campus security is a responsibility shared by all members of the campus community. Highland utilizes the services of the full-time deputies on the Stephenson County Sheriff's Department. If security problems arise or criminal activities are witnessed, services can be obtained by calling 815.599.3451 or 815.599.3652. In the event a forcible or non-forcible sex offense occurs on campus, an individual should report the offense immediately to the sheriff's deputy at extension 815.599.3451 or 815.599.3652. The individual will be given the option of contacting local police as well as assistance in doing so, and will be advised as to further on-campus disciplinary procedures as outlined in the Student Code of Conduct in the college catalog.

## CAMPUS PHYSICAL PLANT

The Physical Plant Maintenance and/or sheriff's deputy staff patrol the campus to assure a high level of physical security. They routinely inspect campus facilities for potential safety problems such as defective lighting, inoperative doors or locks, broken sidewalks, steps, hand rails and any other conditions which might compromise the personal safety of individuals on campus. Persons identifying such conditions can report the situation, in writing, to the Physical Plant Maintenance Staff for correction or call 815.599.3451.

## AFTER HOUR BUILDING ENTRY

All employees issued a building key who desire to enter a campus building after hours should contact the Physical Plant Maintenance staff at 815.599.3451, or in person, for their own safety. Persons requesting access to a building after hours but not having a key to do so, will be required to show two forms of identification and state their reason for requesting admission.

## EMPLOYEE, STUDENT AND VISITOR RESPONSIBILITY FOR CRIME PREVENTION ON CAMPUS

The crime rate at HCC is very low. The efforts of the College's employees and students will assist in keeping criminal activity to the lowest possible level on campus. To that end, some do's and don'ts are listed below that College employees and students are expected to follow:

- **DO** Report all crimes and suspicious activities.
- **DO** Protect your personal property just as you would money.
- **DO** Mark your property such as laptops, iPods, etc., with some form of identification number (such as your Illinois driver's license number).
- **DON'T** Leave books, cell phones, jewelry, purses, wallets, backpacks or other valuables unattended.
- **DON'T** Leave valuables on a chair behind you while at a study carrel.

Remember, by always protecting your property you reduce the opportunity for a thief to commit a crime.

## HCC Crime Statistics from 2006 to 2008.

Also available on the Department of Education Web site at <http://ope.ed.gov/security>.

Crime	2006	2007	2008
Aggravated Assault	1	0	0
Burglary	0	0	0
Drug Abuse Violation	0	0	0
Liquor Law Violation	0	0	0
Motor Vehicle Theft/ Vandalism	0	1	0
Murder	0	0	0
Rape	0	0	0
Robbery	0	0	0
Theft	22	19	12
Weapons Possession	0	0	0

A sheriff's deputy patrols the campus 6 a.m. - 11 p.m., Monday -Friday.

## CRIME REPORTING

College employees and students who witness criminal activities on campus or at an off campus College sponsored event should report the criminal activity to 815.599.3652 or to 815.599.3451 after 5:00 p.m. or on weekends.

## COLLEGE ALCOHOL AND DRUG POLICIES

Highland Community College prohibits the unlawful use, possession, distribution, dispensing, and manufacture of illicit drugs and alcohol on campus (including in or any property owned or controlled by the college). Anyone in violation of this policy or under the influence of drugs or alcohol on campus is subject to appropriate disciplinary action as described in the Code of Conduct or the College personnel manual, including suspension, expulsion, termination of employment, and referral to prosecution. Any sanctions will be consistent with local, state, and federal laws and may include incarceration and monetary fines.

Educational programs discussing the use and abuse of alcohol and drugs and other health issues are presented in the College Success Skills course also may be presented in periodic programs which are advertised on College bulletin boards.

## ASSISTANCE FOR THOSE WITH SUBSTANCE ABUSE PROBLEMS

College students seeking assistance with controlled substance abuse problems may call Mike Sleezer, 815.599.3429; Liz Gerber, 815.599.3531 or they may contact the following agencies/organizations.

<b>A-TEP</b> Rockford Memorial Hospital Rockford, IL 61101 815.971.4200	<b>Sojourn House</b> 565 North Turner Freeport, IL 61032 815.232.5121	<b>Highland Hospital Care Unit</b> 1625 S. State St. Belvidere, IL 61008 815.544.2273	<b>Rosecrance Center</b> 1505 N. Alpine Rd. Rockford, IL 61101 815.399.5351 Toll Free: 800.383.5351	<b>Swedish American Hospital</b> 1400 Charles St. Rockford, IL 61101 815.966.2273	<b>Jane Addams, Inc.</b> 1133 W. Stephenson Freeport, IL 61032 815.599.7300
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College employees may contact the above agencies. They may also utilize the College Employee Assistance Program, which is available to employees and their families through Sojourn House. Sojourn will offer assistance or refer you to an agency more suited to assist you with a particular situation. For information on Highland EAP, refer to your EAP booklet or contact Human Resources for assistance.

## FEDERAL DRUG LAWS

Federal law requires colleges to make available in published form federal drug law information.

The possession, use, or distribution of illicit drugs is prohibited by federal law. Strict penalties are provided for convictions, including mandatory prison terms for many offenses. This information, although not complete, is an overview of federal penalties for first convictions. All penalties are doubled for any subsequent drug conviction. State laws of Illinois may vary from, but do not exclude, federal laws.

## FEDERAL DRUG POSSESSION PENALTIES (21 U.S.C. 844)

Persons convicted on federal charges of possessing any controlled substance face penalties of up to 1 year in prison and a mandatory fine of not less than \$1000 up to a maximum of \$100,000. Second convictions are punishable by not less than 15 days but not more than 2 years in prison and a minimum fine of \$2500. Subsequent convictions are punishable by not less than 90 days but not more than 3 years in prison and a minimum fine of \$5000.

Special sentencing provisions for possession of crack cocaine impose a mandatory prison term of not less than 5 years but not more than 20 years and a fine of up to \$250,000, or both if:

- it is a first conviction and the amount of crack cocaine possessed exceeds 5 grams.
- it is a second conviction and the amount of crack cocaine possessed exceeds 3 grams.
- it is a third or subsequent crack cocaine conviction and the amount exceeds 1 gram.

Civil penalties of up to \$10,000 may also be imposed for possession of small amounts of controlled substances, whether or not criminal prosecution is pursued.

If death or serious bodily injury results from the use of a controlled substance which has been illegally distributed, the person convicted on federal charges of distributing the substance faces a mandatory life sentence and fines ranging up to \$8 million.

Persons convicted on federal charges of drug trafficking within 1,000 feet of a University (21 U.S.C. 845a) face penalties of prison terms and fines which are twice as high as regular penalties for the offense, with a mandatory prison sentence of at least one year.

## FEDERAL DRUG TRAFFICKING PENALTIES (21 U.S.C. 841)

Penalties for federal drug trafficking convictions vary according to the quantity of the controlled substance involved in the transaction. The following list is a sample of the range and severity of federal penalties imposed for first convictions. Penalties for subsequent convictions are twice as severe.

## CONTROLLED SUBSTANCES

Substance	Amount	Penalty - 1st Conviction
Heroin	1kg or more	Prison: Not less than 10 years, not more than life.
Cocaine Crack Cocaine Methamphetamine PCP LSD Marijuana	5 kg or more 50 gm or more 100 gm or more 100 gm or more 10 gm or more 1,000 kg or more 100-999 gm	Fine: Up to \$4 million.
Heroin	100-999 gm	Prison: Not less than 5 years, not more than 40 years.
Cocaine Crack Cocaine Methamphetamine PCP LSD Marijuana	500-4,999 gm 5-49 gm 10-99 gm 10-99 gm 1-10 gm	Fine: Up to \$2 million.
Amphetamines Barbiturates	100-1,000 kg Any amount Any amount	Prison: Up to 5 years. Fine: Up to \$250,000.
Marijuana	50-99 kg	Prison: Up to 20 years. Fine: Up to \$1 million.
Hashish Hash Oil	10 kg or more 1 kg or more	Prison: Up to 5 years. Fine: Up to \$250,000.
Marijuana Hashish Hash Oil	less than 50 kg less than 10 kg less than 1kg	Prison: Up to 5 years. Fine: Up to \$250,000.

## STATUS OF ATHLETES 2005

### Golf

1	Sophomores
0	Graduated
1	Transferred
0	Graduated/Transferred
1	Kahl Athletic Scholarship

### Women's Volleyball

4	Sophomores
1	Graduated
0	Transferred
3	Graduated/Transferred
3	Kahl Athletic Scholarship

### Men's Basketball

8	Sophomores
0	Graduated
0	Transferred
8	Graduated/Transferred
8	Kahl Athletic Scholarship

### Women's Basketball

3	Sophomores
0	Graduated
0	Transferred
1	Graduated/Transferred
3	Kahl Athletic Scholarship

### Men's Baseball

2	Sophomores
0	Graduated
1	Transferred
1	Graduated/Transferred
2	Kahl Athletic Scholarship

### Women's Softball

5	Sophomores
2	Graduated
1	Transferred
2	Graduated/Transferred
1	Kahl Athletic Scholarship