

Policies and Procedures Handbook

Illinois Institute of Technology

Procedure No.: Q.9
Date of Issue: 12/13

Subject: Concealed Carry and Prohibition
Regarding Firearms and Weapons
On Campus Policy

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I. Statement of Purpose

Illinois Institute of Technology (“IIT” or “University”) hereby establishes the IIT Concealed Carry and Prohibition Regarding Firearms and Weapons on Campus Policy (the “Policy”) pursuant to the 2013 Illinois Firearm Concealed Carry Act (430 ILCS 66/1 et seq.) and its enabling regulations. As IIT is committed to providing a safe and secure environment for the IIT community and its guests, IIT establishes restrictions on the ability to carry firearms or weapons, concealed or otherwise, on the Campus (as defined below) in accordance with the 2013 Illinois Firearm Concealed Carry Act and other applicable laws.

II. Persons Covered by this Policy

This Policy applies to all employees, students, persons conducting business, or individuals visiting the Campus. Visitors include, but are not limited to, members of the general public as well as prospective students, former students and their respective families.

III. Definitions

“Campus” includes the following locations:

Main Campus, 3300 S. Federal Street, Chicago, Illinois located between 30th and 35th Streets (North-South) and Michigan Avenue and LaSalle (East-West);

Downtown Campus, 565 West Adams Street, Chicago, Illinois;

Institute of Design, 350 North LaSalle Street, Chicago, Illinois, Floors 2 through 6, inclusive;

Daniel F. and Ada L. Rice Campus, 201 East Loop Road, Wheaton, Illinois;

Moffett Campus – Institute for Food Safety & Health, 6502 S. Archer Road, Bedford Park, Illinois; and

Any location not listed above that is or becomes under the control of IIT, whether owned, leased, or licensed.

“Firearm” means a loaded or unloaded device, by whatever name known, which is designed to expel a projectile or projectiles by the action of an explosion, expansion of gas, or escape of gas.

“Property of IIT” includes (i) any building, including, without limitation, residence halls and apartments, fraternity or sorority houses, offices and storage facilities, classroom, laboratory, medical clinic, hospital, artistic venue, or entertainment, including, without limitation, athletic, venue whether owned, leased or operated by IIT; (ii) any real property, including parking areas, sidewalks and common areas under the control of IIT; (iii) any University-related and University-recognized organization property, whether leased or owned by IIT; and (iv) any vehicles of any kind owned, leased or controlled by IIT.

“Weapon” means (i) any device, whether loaded or unloaded, that shoots a bullet, pellet, flare or any other projectile including those powered by CO₂, including, but not limited to, machine guns, rifles, shotguns, handguns or other firearm, BB/pellet gun, spring gun, paint ball or airsoft gun, flare gun, stun gun, taser or dart gun and any ammunition for any such device; (ii) any explosive device including, but not limited to, firecrackers and black powder; (iii) any device that is designed or traditionally used to inflict harm including, but not limited to, bows and arrows, any knife with a blade longer than three inches, hunting knife, fixed blade knife, throwing knives, dagger, razor, other cutting instrument the blade of which is exposed, blackjack, slingshot, billyclub, sandclub, sandbag, or metal knuckles; and (iv) any replica or facsimile of a device covered by the foregoing (i), (ii) and (iii), including toys and anything which reasonably could be mistaken therefor.

III. Prohibited Activities and Other Restrictions

A. Weapons or Firearms

To the fullest extent permitted by law, IIT maintains a Weapons and Firearms free Campus. This means that no person covered by this Policy, unless authorized by law or specifically exempted by federal or state law or this Policy, is authorized to possess a Weapon or Firearm while engaged in IIT-related business or activities or otherwise present in, on or about the Property of IIT located on the Campus. Without limiting the foregoing, IIT expressly prohibits: (i) any person covered by this Policy from possessing a Weapon or Firearm while in, on or about the Property of IIT located on the Campus, even if that person has a valid federal or state license to possess a Weapon or Firearm; and (ii) any person covered by this Policy from displaying, brandishing, discharging or otherwise using any and all Weapons or Firearms, including concealed weapons or firearms, while in, on or about the Property of IIT located on the Campus.

B. Exceptions

The provisions of this Policy do not apply to the possession of Weapons or Firearms while in, on or about the Property of IIT located on the Campus to the extent that the possession of Weapons or Firearms is directly related to one of the exceptions set forth below, which exceptions are intended, consistent with applicable law, to be narrowly construed and applied.

1. The Weapon or Firearm is used in connection with a weapons safety course, weapons education course or other credited course work or official activities of a reorganized student organization offered in the regular course of business or approved and authorized by IIT; provided, however, any such course activities,

including those offered by the Reserve Officers' Training Corp, shall first develop protocols for the storage, maintenance and safety of Weapons or Firearms used as part of thereof and have those protocols approved by the Provost or his/her designee.

2. The Weapon or Firearm is carried, concealed or otherwise, by (i) an IIT public safety officer who is required to carry a Weapon or Firearm as a condition of his or her employment; or (ii) an enforcement officer from an external agency conducting official business at IIT. In addition, IIT's Director of Public Safety, in his or her discretion but after consultation with IIT's Vice President for Facilities and Public Safety and General Counsel, may grant a comparable exception (i) and (ii) above to an individual who has requested permission to carry, concealed or otherwise, a Weapon or Firearm when circumstances indicate such an exception is reasonably justified and its granting will not pose an unreasonable risk to health and safety (hereinafter referred to as a "Case-By-Case Exception"). A Case-By-Case Exception may be approved with such restrictions as deemed appropriate, including, but not limited to, the nature and number of Weapons or Firearms authorized, the Property of IIT and/or Campus in, on or about which the Weapon or Firearm may be carried or the time the Case-By-Case Exception will remain in effect. An individual seeking a Case-By-Case Exception must submit his or her request in writing, and the request, at a minimum, must contain the individual's full name, address, and relationship to IIT, a description of the Weapon or Firearm desired to be carried, a statement explaining the basis for the request, and, if applicable, a copy of his or her FOIA card and concealed carry permit. The Director of Public Safety may request any additional information he or she deems necessary or appropriate to evaluate the request. Anyone granted a Case-By-Case Exception will receive a letter so indicating from the Director of Public Safety, which he or she must carry within him or her while in, on, or about the Property of IIT on the Campus. The Director of Public Safety shall maintain a list of all Case-By-Case Exceptions granted and shall promptly notify IIT's Provost, Vice President for Facilities and Public Safety and General Counsel when any Case-By-Case Exception has been granted. For the avoidance of doubt, absent the granting of a Case-By-Case Exception, the exceptions contain in this Section III.B.2 are not available to an off-duty law enforcement officer while he or she is in, on or about the Property of IIT on the Campus, including off duty law enforcement officers attending classes as students, meaning such an individual may not carry, concealed or otherwise, a Weapon or Firearm in, on or about the Property of IIT on the Campus.
3. The Weapon or Firearm is used in connection with officially sanctioned IIT athletic, recreational or sporting practices, games, matches, tournaments or events occurring in, on or about the Property of IIT located on the Campus when the activity requires the use of such Weapons or Firearms (e.g., fencing, starter pistols and archery).

4. The use of simulated Weapons or Firearms during and in connection with rehearsals for and presentations of officially sanctioned IIT theatrical productions.

C. Parking Areas

A Weapon or Firearm may be transported into an unrestricted IIT parking area on the Campus within a vehicle only if the weapon or firearm and its ammunition remain locked in a case out of plain view within the parked vehicle. Parking areas on the Campus shall be deemed unrestricted unless signage indicates that they have been designated as areas where weapons and firearms are not permitted. IIT reserves the right to make and change such designations from time to time in its sole discretion. For purposes of this Section III.C., "case" shall mean (i) a glove compartment or console that completely encases the weapon or firearm and its ammunition; (ii) the trunk of the vehicle; or (iii) a weapon or firearm carrying box, shipping box or other container. The Weapon or Firearm may only be removed and may only be concealed in the immediate area surrounding his or her vehicle within the unrestricted parking lot for the limited purpose of storage or retrieval from within the trunk of the vehicle; provided that the Weapon or Firearm has first been unloaded before removal from the vehicle.

D. Public Right of Ways

An individual carrying a concealed Weapon or Firearm shall not be deemed to be in violation of this Policy while he or she is traveling along a public right of way that touches or crosses the Campus if the concealed firearm is being carried in accordance with the provisions of the 2013 Illinois Firearm Concealed Carry Act or is being transported in a vehicle in accordance with the 2013 Illinois Firearm Concealed Carry Act and all other applicable provisions of law.

IV. Signage

IIT's Department of Facilities, in consultation with such other IIT Departments as it deems necessary, shall (i) determine the exact placement of clearly and conspicuously posted signs at all building entrances and any restricted parking area entrances indicating that concealed Firearms are prohibited, and (ii) shall be responsible for the placement and maintenance of signage at building entrances and restricted parking area entrances where vehicles containing weapons or firearms are prohibited, all in accordance with the 2013 Illinois Firearms Concealed Carry Act. Signs shall be in accordance with the design approved by the Illinois State Police. For the avoidance of doubt, other IIT Departments, including colleges and academic units, may not post additional or any other such signage without the prior approval of the Vice President for Facilities and Public Safety.

V. Enforcement

- A. Any individual, including those visiting or conducting business on the Campus, found to have carried a Weapon or Firearm in, on or about the Property of IIT located on the Campus knowingly, or found to be carrying a Weapon or Firearm under circumstances in which the individual should have known that he or she

was in possession of a Weapon or Firearm, may be banned from the Campus for such time and extent as IIT determines appropriate.

- B. Any student found to have carried a Weapon or Firearm in, on or about the Property of IIT located on the Campus knowingly, or found to be carrying a Weapon or Firearm under circumstances in which the student should have known that he or she was in possession of a Weapon or Firearm, may, in accordance with applicable IIT policies, be subject to discipline up to and including, but not limited to, expulsion from IIT.
- C. Any employee found to have carried a Weapon or Firearm in, on or about the Property of IIT located on the Campus knowingly, or found to be carrying a Weapon or Firearm under circumstances in which the employee should have known that he or she was in possession of a Weapon or Firearm, may, in accordance with applicable IIT policies, be subject to discipline up to and including, but not limited to, immediate termination of employment.
- D. In addition to any other action, violations of this Policy may result in referrals to external law enforcement agencies.