

2014-2015 Carleton College Title IX Lead Team Annual Report, September 2015

Carleton College is committed to maintaining high standards of respect and civility. This commitment extends to creating and maintaining a learning, living, and working environment free from all forms of sexual misconduct as defined by Carleton College's Policies against Sexual Misconduct. This report is created in order to inform our community about reported instances of possible sexual misconduct, complaints going through an adjudicated resolution and concerns going through a non-adjudicated resolution, as well as sexual misconduct prevention and response activities including events and policy trainings.

For more information about Carleton's sexual misconduct policies, support resources, and prevention and education efforts, go online to go.carleton.edu/sexual_misconduct.

I. 2014-2015 Ongoing Oversight of Student Sexual Misconduct Issues

The Title IX Lead Team provides on-going oversight of sexual misconduct issues on campus and stays current on the national trends and federal mandates and legislations. The Title IX Lead Team includes:

- Julie Thornton, Associate Dean of Students and Chair of Community Board of Sexual Misconduct, Title IX Coordinator.
- Mary Dunnewold, Sexual Misconduct Investigator and Title IX Deputy: Faculty/Staff
- Laura Haave, Director of the Gender and Sexuality Center, Title IX Deputy: Sexual Violence Prevention
- Marit Lysne, Director of Student Health and Counseling.
- Amy Sillanpa, Associate Director of Residential Life and Coordinator of the Sexual Misconduct Support Advisors, Title IX Deputy: Process and Support
- Gerald Young, Athletic Director/Chair of PEAR, Title IX Deputy: Athletics

The majority of the Lead Team met weekly throughout the year to intentionally connect prevention and response efforts as related to sexual misconduct. The Team works collaboratively to provide appropriate campus trainings on the issue to faculty, staff, and students. In addition, the team regularly discusses pertinent issues related to Title IX, sexual misconduct, including prevention programs, support resources, complaint process, and innovations in the field. The group regularly participates in ongoing professional development and presented several times throughout the year (see section 6 on Professional Development). The team also discusses, in non-identifying terms, some community concern forms, and complaints, and how they were being addressed.

Between 2013 and 2015, the federal and state governments have been active in providing new guidance to educational institutions about how they must address sexual misconduct issues on campus. The Violence Against Women Act amended the Clery Act, the federal Office of Civil Rights issued new directives, the White House Task Force on Campus Sexual Violence issued a number of documents, and the Minnesota Legislature passed legislation addressing campus sexual violence. In response, during the 2014-15 academic year, the Lead Team reviewed Carleton's programs, policies, procedures, and resources to verify compliance, with the goal of exceeding the standards. Accomplishments include the following.

- The Policies against Sexual Misconduct were updated to include new required definitions and information. The Lead Team held numerous information sessions with campus constituencies to receive feedback on the revised Policy, and the revised Policy was approved by the Board of Trustees on May 9, 2015.
- The Faculty-Staff Sexual Misconduct Process was expanded and revised, in consultation with Lead Team members, the Dean of the College, the Vice President, and the Director of Human Resources. The revised process was approved by College Council on May 19, 2015.
- The Student Sexual Misconduct Process was revised in response to community input and legal mandates, and a revised process is ready to be discussed and hopefully finalized in fall 2015.
- The Lead Team worked closely with Institutional Research and Assessment staff to develop and administer a campus climate survey during winter and spring terms 2015. Results of the survey will be distributed to the campus community during fall term 2015.
- Saunie Schuster, a national Title IX expert and consultant, visited campus in the fall. Ms. Schuster met with the Lead Team to advise on current issues and processes, provided a specialized training session for adjudicators, college officials, and student life staff, and provided training to the Community Board on Sexual Misconduct.
- The Lead Team continued to provide regular training for the entire campus community, including training to peer leaders, new faculty, and new staff.
- The Title IX Deputy for Faculty and Staff visited 15 academic department meetings to discuss the anticipated policy changes and reporting obligations. These visits will continue in fall term 2015.
- The Gender and Sexuality Center continued to expand our already robust sexual violence prevention /healthy relationships education, including preparing to launch a specialized bystander intervention program, "Green Dot," in fall term 2015.

The Sexual Misconduct Committee (SMC), which has been in place for several years to monitor campus work in sexual misconduct awareness and prevention and policy changes, was eliminated and the responsibilities of the committee were merged with the work of the Community Board on Sexual Misconduct (CBSM) and the Title IX Lead Team. A significant amount of consideration was given to this change, given the number of faculty, staff and students who have participated in the SMC and the previous rendition of the committee, SHARE. Ultimately College Council approved the committee structure and responsibility change during winter term 2015. CBSM meets for a minimum of 6 hours of training a term and has a strong student, staff and faculty representation.

II. 2014-2015 Complaints Adjudicated under the Sexual Misconduct Policy

During the 2014-2015 academic year, six complaints were adjudicated through the student-student complaint process related to Carleton's Policies Against Sexual Misconduct. Two resolution meetings were held each term before a panel of the Community Board on Sexual Misconduct (CBSM). In two instances, the panel reached a conclusion that no policy violation had occurred. In the four other cases, the CBSM panel determined that a policy violation had occurred, and sanctions were imposed. No complaints were formally adjudicated through the Faculty-Staff complaint process.

Three of the adjudicated cases before the panel of the CBSM involved students who chose a non-Carleton staff member to be their advisers. In all three instances, those advisers were practicing attorneys.

III. 2014-2015 Community Concern Forms and Non-adjudicated resolutions

The Community Concern Form, introduced to Carleton in fall term 2010, is a mechanism for members of the Carleton community to report troubling behavior of other Carleton community members or visitors to our campus. The form is a way to share observed or experienced concerning behavior to allow for early intervention by College personnel. As well, the form can be a first step in expediting the sexual misconduct complaint process. **All College employees, and peer leaders in Student Life are required, under Title IX to submit a community concern form if they are made aware of an incident of sexual misconduct (gender inequity, sexual harassment and sexual assault).**

There were 237 community concern forms submitted in 2014-15. 98 in Fall, 69 in Winter, and 70 in Spring. 85 of the 237 community concern forms were sexual in nature (some forms were filed about the same incident, to total 67 different incidents reported that were sexual in nature). Sexual in nature is defined as sexual contact, sexual touch, sexual harassment, public nudity, sexually explicit graffiti, gender inequity and sexually inappropriate comments. Please note that the receipt of a community concern form does not automatically advance a case to the complaint process, nor is the community concern form collecting all incidents of misconduct on our campus.

See **Appendix A** for the categorical breakdown of the Community Concerns Forms submitted during the 2014-2015 year.

During the 2014-15, there was follow-up or investigation required for 14 sexual in nature community concern forms involving faculty, staff and visitors. Five incidents were labeled as sexual harassment and nine as sexually inappropriate conduct. All incidents were resolved through non-adjudicated means.

Sexual in Nature Community Concern Form Follow-up

Every Community Concern Form receives some form of follow-up. The Title IX Coordinator follows up on concerns related to students and the Title IX Deputy: Faculty/Staff follows up on concerns related to faculty, staff, and visitors. When appropriate, other staff from the College will become involved in the follow-up with students or faculty/staff/visitors, depending on the nature and severity of the concern. Because each concern is unique, responses are different in nearly all situations.

Unless safety is an immediate concern, the first step in response to a community concern form is to contact and follow-up with the person who submitted the form to clarify any questions about their concern and to discuss possible next steps and support options for those involved. A submitter's desire for anonymity is honored in nearly all instances.

Below is a summary of the types of follow-up that occurs.

- Contacting individual submitting the community concern form (by phone or email)
- Meeting with individual submitting the community concern form
- Meeting with or communicating with others (friends, witnesses, etc.) involved
- Meeting with the individual the community concern is regarding (with notification first to the person who submitted the concern form)
- Referring relevant parties to other support resources on and off campus

- Discussing College complaint processes and options available
- Alerting Campus Security or Northfield Police
- Issuing a Limited-Contact Agreement between individuals involved
- Making recommendations for community education efforts

The community concern form can be found online at:

http://apps.carleton.edu/dos/sexual_misconduct/get_help/reporting/ccf/

IV. 2014-2015 Professional Development

The Title IX Lead Team participated in on-going professional development and trainings (conferences, webinars, retreats) related to sexual misconduct prevention and response throughout the year. This was particularly important during a year when so many governmental regulations were announced. In order to ensure compliance, we are currently working on updating the policy, procedures, and our communications to campus. The Lead Team participated in multiple conferences or trainings, webinars, and held internal retreats. See **Appendix B** for a listing of professional development and trainings.

V. 2014-2015 Campus Education and Prevention Programming

Prevention through education is a central component of Carleton's response to the occurrence of sexual misconduct on our campus. There were a total of 17 events related to preventing sexual misconduct and promoting healthy relationships, of which the majority were hosted and administered through the Gender and Sexuality Center. See **Appendix C** for a summary of events.

VI. 2014-2015 Staff, Faculty and Student Training

By informing our community members and leaders about our sexual misconduct policies, procedures, and support resources, we make our community safer and more supportive. For this reason, we dedicate many hours and resources to training incoming faculty, staff, peer leaders, and general community members. There were a total of twelve trainings offered to student peer leader groups (reaching over 300 students) and fifteen offered to faculty and staff departments. See **Appendix D** for a listing of trainings.

VII. Closing and Looking Ahead

The goal of this report is to provide information about Carleton's Sexual Violence Prevention and Response initiatives, including Healthy Communities and Relationships and other educational programming, sexual violence response procedures, and policy work of the Title IX Lead Team.

It has been another significant year for work related to Title IX and campus sexual violence issues. In addition to the legal initiatives that came into effect in 2013-14, the Department of Education issued final regulations interpreting The Campus SaVE Act, a provision of the Violence Against Women Act (VAWA), in November 2014; the Office of Civil Rights issued a guidance document in April 2015 specifically addressing the role of the Title IX Coordinator on campus; and the Minnesota Legislature passed a Campus Sexual Assault law in May 2015, which will go into effect in August 2016. In addition, Congress continues to consider the Campus Accountability and Safety Act and other bills that could impose additional requirements on educational institutions.

In response to these mandates and to ensure that we continue to implement best practices in this area, the Lead Team will continue to review our policies, procedures, and educational programming in the coming year. Other plans for the coming year include the following.

- Implement Bystander Intervention programming [Green Dot] for students and other campus constituencies.
- Further revise policy and procedures, as necessary to comply with new Minnesota law.
- Develop plan for complying with state sexual violence statistical reporting requirements, imposed by new Minnesota law.
- Evaluate data collected through the sexual violence campus climate survey conducted spring term 2014 and develop response plan.
- Work with new VP/Dean of Students to review Title IX team roles, responsibilities, and structure, particularly in light of OCR guidance issued in April 2015.
- Update the Sexual Misconduct Support and Response Website to continue to provide current and accessible information to campus community.
- Implement Restorative Justice resolution option in sexual misconduct cases, where appropriate.
- Provide online sexual violence prevention training to incoming students before they arrive on campus.
- Complete visits to academic departments and initiate similar visits to staff departments.

Appendix A: 2014-2015 Community Concern Form Summary with previous year comparisons

Community Concern Forms (CCFs)	2010-11	2011-12	2012-13	2013-14	2014-15
All Community Concern Forms	58	104	88	165	237
Sexual in Nature Community Concern Forms	45	51	35	55 (41 incidents)	85 (67 incidents)
CCFs resolved with a CBSM hearing	4	5	1	2	6
CCFs resolved without a CBSM hearing	41	46	34	53 (39 incidents)	79 (61 incidents)

Please also note that not all incidents of sexual misconduct that occur at Carleton are being reported by victims, colleagues or friends. There are many incidents going unreported.

Appendix B: 2014-2015 Webinars, Trainings, and Conference Attendance by the Title IX Lead Team

Training or Conference	Date
SCOPE & ATIXA Conference	Oct-14
MN Sexual Violence Prevention Network	5/5/2015
Advocacy Learning Center Course	Completed 1/15/2015
Webinar	Date
DOJOVW	9/2/2014
It's On Us Launch	9/18/2014
Risky Business	11/6/2014
Next Steps:	11/10/2014
The Future of Title IX	12/2/2014
Supporting LGBTQ Survivors of Sexual Violence	1/23/2015
Alcohol Webinar	3/4/2015
From Legislation to Action	3/20/2015
Engaging Men	4/15/2015
Sexual Violence Webinar	4/30/2015
Green Dot	Monthly
Seven Common Title IX Mistakes: How to Train Faculty in Compliance	1/21/2014
DOJOVW	January 2014 and March 2014
Title IX: Hearing Board Training & Curriculum	3/13/2014
Campus SaVE Act Updates	3/26/2014
Clery Act Compliance	4/17/2014
Review of White House Report & OCR FAQs	5/5/2014
White House Report	5/13/2014
White House Report & OCR FAQs	5/22/2014
Attorneys in Hearings	6/10/2014

Appendix C: 2014-15 Campus Education and Prevention Programming Provided by the Gender and Sexuality Center

Program	Date	Description	Attendance	Sponsor/ Organizer
Doing It Right	9/12/2014	New Student Week presentation that introduced new students to Carleton's culture around dating, consent, and relationships	550	Organized and facilitated by GSC and peer leader volunteers
Getting What You Want From Relationships Workshop	10/5/2014	Peer education workshop about communication and relationships	15	Facilitated by GSC
Dr. Love Live	10/8/2014	Student panel answered anonymous questions about healthy sexuality and relationships from audience	35	Sponsored by GSC and KRLX
Getting What You Want From Relationships Workshop	10/12/2014	Peer education workshop about communication and relationships	6	Facilitated by GSC
It's On Us: Right for Carleton?	10/16/2014	Discussion about the national "It's On Us" campaign and bystander intervention programming at Carleton	20	Organized and facilitated by GSC
HCR Dinner	10/22/2014	Fall Term Healthy Communities and Relationships Dinner focused on "Navigating Sexual and Romantic Narratives"	100	Organized and facilitated by GSC

Healing Series: Identifying as a Survivor	10/28/2014	Peer-led discussion about identifying as a survivor of sexual violence	15	Organized and facilitated by GSC
How to Support a Friend Workshop	10/30/2014	Workshop on supporting a friend who has experienced sexual violence	6	Organized and facilitated by GSC
Getting What You Want From Relationships Workshop	11/9/2014	Peer education workshop about communication and relationships	25	Organized and facilitated by GSC
Can I Kiss You?	11/10/2014	Nationally known educator Mike Domitrz led interactive program on consent, communication and sexual assault	70	Sponsored by the GSC
V-Day Lunch	2/10/2015	Panel discussion of the impact that the Vagina Monologues has had on campus & in Rice County	30	Organized and facilitated by GSC and the Hope Center
Sex Ed Week	2/10/2015	A week-long event that included tabling in Sayles, three workshops, and one training for SWAs and GSCAs designed to promote discussion about sexuality education	102	Organized and facilitated by GSC and Res Life/SWAs
HCR Dinner	2/16/2015	Winter Term HCR Dinner focused on comprehensive sexuality education	35	Organized and facilitated by GSC

See Something, Say Something Workshop	2/18/2015	Peer education workshop about bystander intervention	10	Organized and facilitated by GSC
Vagina Monologues	2/21/2015	Performance of Eve Ensler's "The Vagina Monologues," a series of monologues aimed at representing women's experiences and preventing sexual violence	500	Organized by the GSC and a campus-wide student volunteer board.
Speak Up	5/7/2015	Annual campus-wide event about healing ourselves and our communities from the impacts of sexual violence	150	Organized by the GSC and a campus-wide student volunteer board.
HCR Dinner	5/11/2015	Spring Term HCR Dinner focused on "Healing Sex: Reclaiming Sexuality for Survivors, Partners and Allies"	35	Organized by GSC

Appendix D: 2014-2015 Campus Training Education and Prevention Programming for Faculty, Staff and Students Provided by the Title IX Lead Team

Group Receiving Education/Training	Date	Length	Description
CAASHA	Fall 2014	2 hrs	A number of training sessions on topics such as first responder skills, policy and community concern form, complaint process, etc.
RA's	9/5/2014	2.5 hrs	Sexual misconduct policies and procedures, bystander intervention approaches
NSW Leaders and Student Activities Board	9/5/2014	2 hrs	Sexual misconduct policies and procedures, bystander intervention approaches
GSCA's	9/5/2014	2 hrs	Sexual misconduct policies and procedures, bystander intervention approaches
SWA's	9/5/2014	2 hr	Sexual misconduct policies and procedures, bystander intervention approaches
CCCE Associates	9/24/2014	1 hr	Sexual misconduct policies and procedures
TRiO, OPLS	9/10/2014	1.5 hrs	Sexual misconduct policies and procedures, bystander intervention approaches
New Students	9/12/2014	2 hrs	Sexual misconduct policies and procedures, campus resource education
Career Center Associates	9/30/2014	1.5 hrs	Sexual misconduct policies and procedures
ASCA Writing Prefects	9/9/2014	1 hrs	Sexual misconduct policies and procedures
Chaplain's Associates	9/10/2014	1 hrs	Sexual misconduct policies and procedures
Community Open Forum	1/28/2015	1.5 hrs	Open session for students to hear about proposed changes to the Sexual Misconduct policy
Community Open Forum Student Procedures	2/11/2015	2.5 Hours	Open session for students to hear about proposed changes to the Sexual Misconduct procedures

CAASHA	Spring 2015	Various: 1.5 hours	Training for New Members on First responder skills, community concern forms, complaint process, triggers, boundaries, resources, self-care, consent, alcohol, etc.
Area Directors	8/21/2014	2 Hours	Sexual Misconduct Policy and Procedures
New Faculty	9/5/2014	1.5 hrs	Consensual Relationships Statement, Sexual Misconduct Policy & Procedures, Reporting Obligations
Community Board on Sexual Misconduct and SMS Advisors	Five Trainings Per Term	1.5 hrs/ training session	Consensual Relationships Statement, Sexual Misconduct Policy & Procedures, Reporting Obligations
New Employees	10/29/2014, 2/26/15, & 5/29/15	45 minutes	Consensual Relationships Statement, Sexual Misconduct Policy & Procedures, Reporting Obligations
Student Life, HR, Adjudicators, Administrators	N/A	2 hrs	Saunie Schuster, outside consultant on Title IX topics and information
CBSM/ SMS Advisors	N/A	1.5 hrs	Saunie Schuster on Evidence, Decision-making and Sanctioning
Security Staff	12/29/2014	1 hr	Trauma, Policy, Procedures
Language Associates	9/1/14 & 1/7/15	1 hr	Sexual Misconduct Policy and Procedures
Training at Faculty Meeting	2/2/2014	30 minutes	Revised Sexual Misconduct Policy
TOM Meeting	2/17/2015	30 minutes	Revised Sexual Misconduct Policy
Staff Forum	3/18/2014	30 minutes	Revised Sexual Misconduct Policy
CSA	2/2/2014	30 minutes	Revised Sexual Misconduct Policy
Faculty and Staff Open Forum	5/5/2015	1 hr	Revised Faculty-Staff Procedure
Academic Department Meetings* (See department listing below)	April and May 2015	30 minutes per session	Sexual Misconduct Policy and Procedures, Reporting Obligations

Board of Trustees Student Life Committee	10/23/14, 5/8/15, & 5/9/15	1 hr	Fall: National Legal Landscape, Compliance, Policy and Procedure revisions / Spring: Policy Revisions
Lead Team Retreats	12/1/14, 3/25/15, 6/15/15	5 hrs each	Student Procedure Revisions, Legal Updates, Program Planning,

***Academic Departments: Classical Languages, French & Francophone Studies, Middle Eastern Languages, Political Sciences, Sociology and Anthropology, Mathematics and Statistics, Chemistry, Art and Art History, English, Economics, German and Russian, Spanish, Computer Science, Linguistics.**