

# **2016-2017 Carleton College Title IX Lead Team Annual Report September 2017**

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 to inform our community about reported instances of possible sexual misconduct, complaints heard by the Community Board on Sexual Misconduct or administrators, and issues addressed through non-adjudicated resolutions. The report also addresses sexual misconduct prevention and response activities, including events and 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](http://go.carleton.edu/sexual_misconduct).

## **I. 2016-2017 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 national trends and federal mandates and legislations. During the 2016-17 academic year, the Title IX Lead Team included:

- Amy Sillanpa, Assistant Dean of Students and Director of Community Standards; Interim 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
- Laura Riehle-Merrill, Director for Community Engagement and Student Leadership, Title IX Deputy: Support
- Jan Foley, Medical Administrative Assistant
- Gerald Young, Athletic Director/Chair of Physical Education and Recreation (PEAR), Title IX Deputy: Athletics

The majority of the Title IX 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 campus trainings on the issue to faculty, staff, and students. In addition, the team regularly discusses pertinent issues related to Title IX and sexual misconduct, including prevention programs, support resources, response and complaint processes, and innovations in the field. The group regularly participates in ongoing professional development. The team also discusses, in non-identifying terms, some community concern forms and complaints, and how they should be addressed.

No new federal or state legislation was passed during 2016-17, and the federal Office for Civil Rights (OCR) did not release new guidance that would impact campus policies and procedures. We are uncertain what changes in federal leadership on these issues may portend for OCR guidance and federal legislation. We will continue to review Carleton's policies, procedures, and resources to verify compliance and assess effectiveness, with the goal of exceeding the standards set by federal and state law.

Title IX Lead Team accomplishments include the following:

- Online Sexual Misconduct Prevention program (Haven) was completed by 95% of incoming first-year students.
- Participated in required state reporting for the first time, including producing a report to the community that can be viewed at this [link](#).
- Delivered regular training for the entire campus community, including training to peer leaders, new faculty, and new staff.
- Majority of employees completed the online Haven for Faculty and Staff program.
- In the first year of the campus-wide rollout of the Green Dot bystander intervention program to prevent power-based personal violence, 134 students completed a 6-hour training, bringing the number of students trained since 2015 to 225. The Green Dot facilitation team also conducted seven one-hour overviews for students and six one-hour overviews for faculty and staff. Three Green Dot varsity athletic games (volleyball, basketball and baseball) were held this year. We partnered with the Center for Community and Civic Engagement and established Green Dot as an ACE project for IDSC 235 & 236 and SOAN 262. Nine students implemented programs and conducted research on Green Dot as part of an ACE project in 2016-17. The Green Dot Week of Action planned and implemented by the IDSC 235 & 236 ACE team included daily challenges for students to get involved and three campus-wide events.
- Lead Team members met four times with St. Olaf's Title IX team to discuss programming on both campuses and share ideas about possible collaborations.
- Worked with the Rice County SMART Team to update their response protocol materials.
- Worked with alumni relations, the career center, and volunteer supervisors to develop language about college policy compliance for use in volunteer and visitor materials. Began discussions about process for addressing issues involving alumni and visitors to campus.

The Lead Team looks forward to having a full-time Title IX Coordinator in place during the 2017-18 academic year, which will significantly enhance our ability to provide programming and services to the community.

## **II. Title IX Coordinator Search**

The Title IX Coordinator Search Committee, chaired by Associate Athletic Director Heidi Jaynes and including two members of the Title IX Lead Team, put significant effort into interviewing candidates and advising the Dean of Students on selection of Carleton's first full-time Title IX Coordinator. The search committee was pleased that Laura Riehle-Merrill was selected for the position in the spring of 2017 and began her appointment in August 2017.

Under Laura's leadership, the Lead Team looks forward to providing increased outreach to students, more comprehensive prevention programming, and an enhanced response process, in addition to other projects.

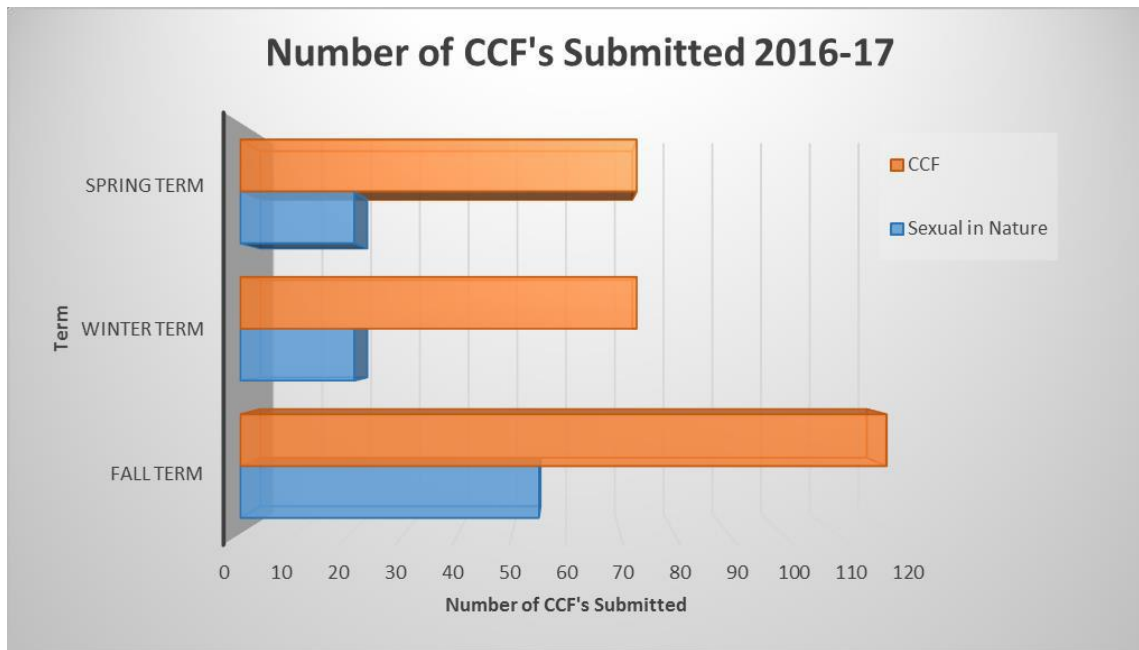
## **III. 2016-2017 Community Concern Forms and Non-adjudicated resolutions**

**The Community Concern Form, introduced to Carleton in fall term 2010, is a mechanism for members of the Carleton community to report complaints and/or concerning 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. The form can also be a first step in expediting**

**the sexual misconduct complaint process. All College employees and peer leaders in Student Life (with the exception of confidential SHAC staff and Chaplains) are required to submit a community concern form if they are made aware of an incident of sexual misconduct (gender inequity, sexual harassment, sexual assault).**

Under the Minnesota Campus Sexual Assault law, institutions are required to provide an anonymous reporting system for incidents of sexual assault. Because of this legal requirement, Carleton's Community Concern Form can be completed anonymously.

A total of 265 community concern forms (CCFs) were submitted during the 2016-17 Academic year. Of those, 112 were sexual in nature. The breakdown per term is below:



Fall Term: 55 sexual in nature CCFs of 119 total CCFs

Winter Term: 21 sexual in nature CCFs of 73 total CCFs

Spring Term: 36 sexual in nature CCFs of 73 total CCFs

Sexual in nature is defined as sexual contact, sexual touch, sexual harassment, public nudity, sexually explicit graffiti, gender inequity and sexually inappropriate comments. 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. Reporting parties always have the choice whether to move forward with a formal complaint process, whether to report to outside authorities, and whether to seek support and accommodations.

During 2016-17, follow-up or investigation was required for 10 sexual-in-nature community concern forms involving faculty, staff, or visitors. All incidents involved allegations of sexual harassment or sexually inappropriate conduct.

These numbers reflect a consistent increase in the use of the community concern form every year since its creation. Please see the Appendix for comparison information about the number of

Community Concern Forms submitted and the number of adjudicated and non-adjudicated resolutions between 2010-11 and 2016-17.

### **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 for Faculty/Staff follows up on concerns related to faculty, staff, and visitors. When appropriate, other staff from the College 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. That follow-up involves clarifying any questions about their concern and discussing 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 type of follow-up that occurs.

- Contacting the individual submitting the community concern form (by phone or email)
- Meeting with the 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 and response 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
- Providing accommodations (academic, housing, etc.) to reporting party

The Community Concern Form can be found online at this [link](#).

#### **IV. Complaints Adjudicated under the Sexual Misconduct Policy in 2016-2017**

During the 2016-2017 academic year, four complaints related to Carleton's Policies Against Sexual Misconduct were adjudicated through the student-student complaint process. An additional complaint was investigated, but the hearing was postponed until a later date. Two cases were heard winter term 2017, and two cases were heard spring term 2017. All hearings were held before a panel of the Community Board on Sexual Misconduct (CBSM). In one instances, the CBSM panel reached a conclusion that there was insufficient evidence to determine that a policy violation had occurred. In three instances, the CBSM panel determined that a policy violation had occurred, and sanctions were imposed.

During the 2016-17 academic year, two complaints were formally adjudicated through the Faculty-Staff complaint process. In one instance, the adjudicator reached a conclusion that a policy violation occurred, and sanctions were imposed. In the second instance, the adjudicator reached a conclusion that there was insufficient evidence to determine that a policy violation had occurred.

In two instances during 2016-17, the respondent in the case retained an attorney to act as their adviser in the process.

#### **IV. 2016-2017 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. The Lead Team participated in multiple conferences or trainings, webinars, and held internal retreats.

Professional Development programming included the following:

- Gender Expansive Praxis in a Culture of Compliance (webinar)
- Keeping the Climate Study Data and Other Reports Off-the-Shelf: How to Use Data to Inform Sexual and Relationship Violence and Stalking Prevention Strategies (webinar)
- External Investigators (webinar)
- Writing Investigation Reports (webinar)
- AUCCCD (conference)
- Title IX Under a New Federal Administration (webinar)
- Beyond the Safety Pin: #JaggedJustice Post Accountability and Action (webinar)
- Clery Compliance; Big Changes Ahead (webinar)
- Investigation of Sex Crimes Training for Campus Police and Public Safety Agencies (conference)
- Lessons from Losses in UE's Student Sexual Assault Claims (webinar)
- Building Your Exemplary Sexual Assault Prevention Plan: Real-Life Strategies from Campus Pros (webinar)
- Move to End Violence Transformative Movement Building (six session webinar)
- Title IX and Trans Students' Rights (webinar)
- Monthly Green Dot Technical Assistance Webinars
- NASPA Culture of Respect Collective (webinar)
- Sexual Misconduct and Other Disciplinary Notations on Student Transcripts: Should We or Shouldn't We, and What are the Legal Implications? (webinar)
- Intertwined and Aligned: Supporting Health Equity and Justice in Sexual and Domestic Violence Prevention (webinar)
- EverFi Annual Campus Prevention Network Summit (conference)
- Minnesota Campus Sexual Violence Prevention Summit (conference)

#### **V. 2016-2017 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 numerous events related to preventing sexual misconduct and promoting healthy relationships, the majority of which were hosted and administered through the Gender and Sexuality Center. Events included the following:

- #CarlTalk: Consent, Healthy Sexuality, and Relationships (a new student week presentation addressing Carleton's culture and expectations around sexuality, consent, and relationships)
- Haven online Sexual Misconduct Prevention program for new students and peer leaders
- Green Dot 6-hour bystander intervention trainings, one-hour overviews, and campus-wide events
- *Stripped* performance and lunches (*Stripped* is a dramatic piece created by Carleton students about experiences of our bodies; replaced yearly performance of *The Vagina*)

*Monologues)*

- Speak Up survivor speak-out
- A variety of other workshops and events about healthy sexuality, consent, and relationships
- Haven online Sexual Misconduct Prevention program for all employees

## **VI. 2016-2017 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 faculty, staff, peer leaders, and general community members.

Training sessions included the following:

- **Peer Leaders:** Resident Assistants, New Student Week Leaders, Student Wellness Associates, Gender and Sexuality Center Associates, Chaplains Associates, Academic Support and other Tutors, Career Center Associates, CCCE students. Sessions were held during fall and winter terms.
- **Employees:** new staff (sessions held in October, February, and May), new faculty, language associates. All employees invited to attend Green Dot one-hour overviews.
- **Adjudicators:** all adjudicators participated in comprehensive, trauma-informed training offered through TrainEd.
- **Security employees:** all security employees completed online, trauma-informed training through TrainEd.
- **Other:** Sessions with CAASHA volunteers, session with Bon Appetit employees, Community Board on Sexual Misconduct and Sexual Misconduct Support Adviser training, annual Title IX training & neurobiology of trauma with SHAC.

## **VII. Closing and Looking Ahead**

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

Both best practices and legal requirements continue to evolve in this arena. In response, we will continue to review our policies, procedures, and educational programming in the coming year. Other plans for the coming year include the following:

- Support on-boarding and orientation of new Title IX Coordinator.
- Broaden our prevention programming to include comprehensive, four-year programming for students.
- Review our non-adjudicated resolution process to determine whether more articulated process would better serve students.
- Evaluate current faculty-staff resolution process and consider updates.
- Continue to work with College Communications to develop and implement an on-campus Title IX awareness campaign.
- Continue to monitor state and federal legal developments and update procedures as necessary.
- Implement STARRSA program, an education and counseling program that can be assigned as part of a sanctioning package by CBSM.
- Implement newly required NCAA sexual misconduct prevention programming for athletes.