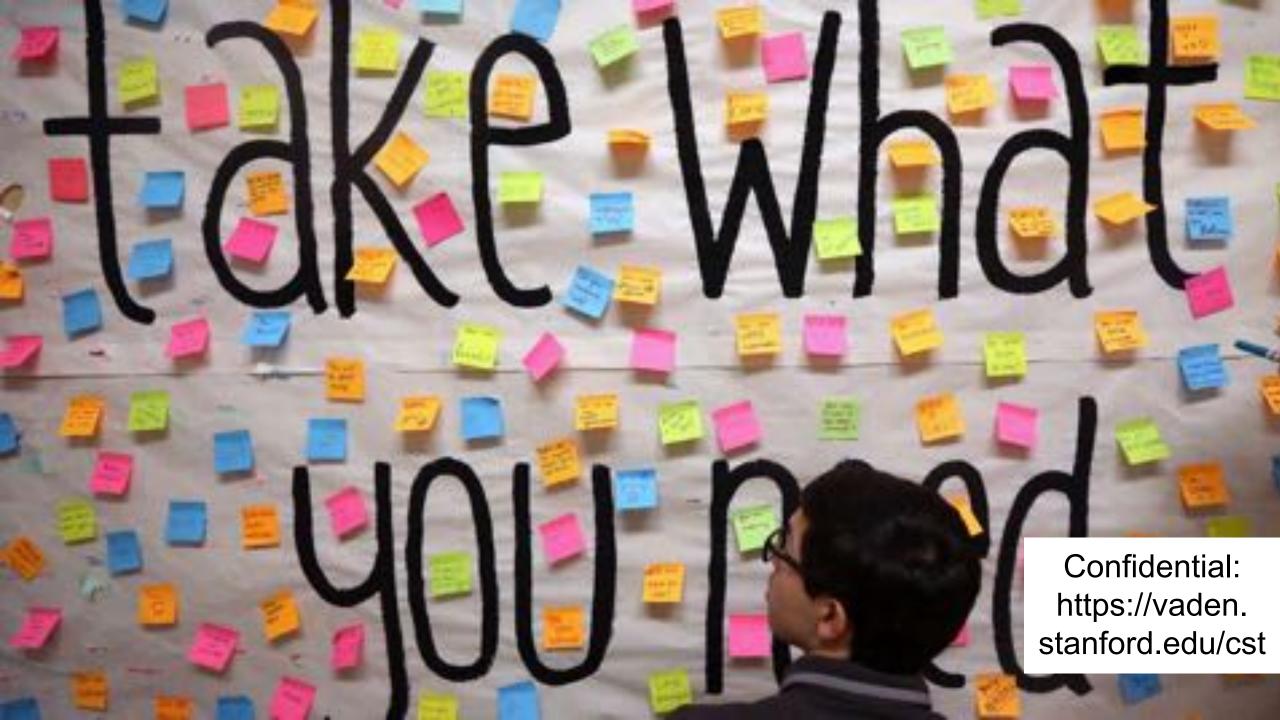
Responsible Employee How reporting relates to your role

Student
Staff
Training
2022



Agenda

- Policies
- Reporting responsibilities and expectations
- How to support someone who discloses their experience
- Resources
- Follow-up actions

Policies

Stanford's Policies & Processes

- Title IX is a one-sentence federal law that prohibits sex discrimination in educational programming, overseen by the Department of Education's Office for Civil Rights
- As required by law, Stanford has developed and implemented sexual harassment policies and procedures
 - **Policy**: Stanford Administrative Guide 1.7.1 (Sexual Harassment) defines what conduct is expected of all Stanford community members
 - ■Procedures: Three new procedures (Title IX Procedure, SHARE Hearing Procedure, and SHARE Investigation Procedure) describe the manner in which Stanford investigates/adjudicates alleged violations of 1.7.1 involving students





1.7.1 – Stanford's Sexual Harassment Policy

Includes both "Title IX prohibited" conduct as that has been defined by the federal government, as well as University prohibited conduct, which is broader than the government's definitions

Sexual Harassment

- Includes both Title IX Sexual Harassment and University Prohibited Sexual Harassment (which is broader)
- Includes both guid pro guo and hostile environment sexual harassment

Sexual Assault

- Includes definitions for Incapacitation and Affirmative Consent
- In addition to Title IX Sexual Assault, Stanford prohibits inducing incapacitation and recording/distributing sexual activity without consent

Relationship Violence

- Stanford prohibits psychological abuse in addition to physical violence and threats of violence
- Stalking
- Violation of a University or Court Order
- Retaliation and Intimidation

Highlight: AOD Policy, F. Sexual Violence Reporting

Students who report experiencing or witnessing Prohibited Sexual Conduct will not be subject to any reporting or disciplinary action (commencing when such report is made) with respect to their alcohol or drug consumption in connection with reported incident(s) of Prohibited Sexual Conduct



Sources: Stanford Alcohol and Other Drugs Policy

Reporting Responsibilities & Expectations

Your Role as a Responsible Employee

Responsible Employees must promptly report to the Title IX Coordinator if they know, or in the exercise of reasonable care, should have known, about prohibited sexual conduct.



Includes all faculty, staff supervisors, and student-facing staff, including student-staff (you!)

When to Report

Hat On / Hat Off Rule



You ARE required to report when you receive information of prohibited sexual conduct in your capacity as a Student Staff:

- during workshops and outreach;
- anytime you're receiving information as a staff (e.g. someone approaches you because they know you're a staff)

You are NOT required to report when you receive information from a friend as a friend, or otherwise unrelated to your staff role.

If in doubt, err on the side of reporting or calling to consult!

Reminders: How to Report

911

•If anyone is in danger or needs emergency assistance

Title IX Coordinator (share.stanford.edu)

- •Report via email at titleix@stanford.edu, call (650) 497-4955, or visit Kingscote Gardens (2nd Floor; Suite 240)
- Provide names, dates, locations, and nature of conduct
- •Can contact them for consult anytime



Clery (650-329-2413)

- •If the alleged conduct involves: rape, fondling, incest, dating/domestic violence, stalking, drugging
- •May need to call or submit electronic form, depending on type of crime
- •Do not disclose party names without Complainant's consent!
- •You are also Campus Security Authorities (CSAs) per the Clery Act, which means you must report certain types of conduct to SUDPS

Professional Staff
Direct or On-Call

- •Will walk you through next steps, including Clery & Title IX
- Can provide options for confidential and non-confidential resources/consultation
- •May organize temporary, interim measures for students

(and always loop in your professional staff!)

Supportive Measures

- Impacted student (survivor/complainant) is entitled to Supportive Measures upon report to SHARE Title IX Office, regardless of whether investigation is initiated
- Types available
 - Mutual contact restrictions
 - Counseling
 - Assistance seeking academic modifications
 - Assistance seeking housing modifications
 - Safety measures
- Case by case assessment
- Supportive Measures also available to Respondents



What Happens Next?

- Impacted student may meet with someone from the SHARE Title IX Office for more information and to explore/access supportive measures
- Impacted student can request an investigation
 - Three procedures, depending on facts and circumstances
 - Fair, impartial, trauma-informed
- Impacted student can choose to take no action
 - In most cases involving student Respondents, Complainant retains agency
 - <u>Unless</u> aggravating factors are present
 - In cases involving faculty/staff Respondents, Stanford may be required to investigate under state laws
 - Impacted students are never forced to participate in an investigation. If they do not participate, the University's ability to respond may be limited.



Investigations

Facts and circumstances of each complaint dictate which process applies

Title IX Procedure

- Alleged conduct meets federal Title IX definitions
- Occurred after 8/14/20
- To a Complainant in the U.S. who is actively
- participating/seeking to participate in University program
- Applies to all Respondents

Formal Complaint triggers right to free attorney time (up to 11 hours, not including time of hearing itself)

 Notice of Formal Complaint must be issued to all parties and provide sufficient detail of allegations

Trained, trauma-informed investigators

- Hearing Officer is a non-Stanford professional neutral decision-maker
- Live cross-examination by each party's advisor
- Informal resolution must be voluntary and includes agreed-upon terms, such as contact restrictions, education, and/or time away from Stanford — Not available in student vs. staff/faculty cases
- Appeal officer is also neutral and external to Stanford

SHARE Hearing Procedure

•Alleged conduct falls outside the scope of Title IX Procedure

Respondent is either a faculty member or a
 Stanford student

No Formal Complaint required

 Notice issued to both parties and must include sufficient detail of allegations

 Notice triggers free attorney time (up to 11 hours, not including time of hearing itself)

• Trained, trauma informed investigator

• Hearing Officer is a non-Stanford professional neutral decision-maker

• Cross-examination happens through written questions submitted to and asked by the decision-maker

• Informal resolutions available; must be voluntary

Appeal officer is also neutral and external to Stanford

SHARE Investigation Procedure

Alleged conduct falls outside the scope of Title IX Procedure
Complainant is a student and Respondent is

•Complainant is a student and Respondent is either a staff member or post-doctoral scholar

No Formal Complaint required

 Notice issued to both parties and must include sufficient detail of allegations

 Notice triggers free attorney time (up to 4 hours for students Complainants only)

Trained, trauma-informed investigator

No hearing

 Decision-maker is Title IX Coordinator or Deputy Title IX Coordinator

Stanford Appeal Officer

Appeal

Informal Resolution

Annoal

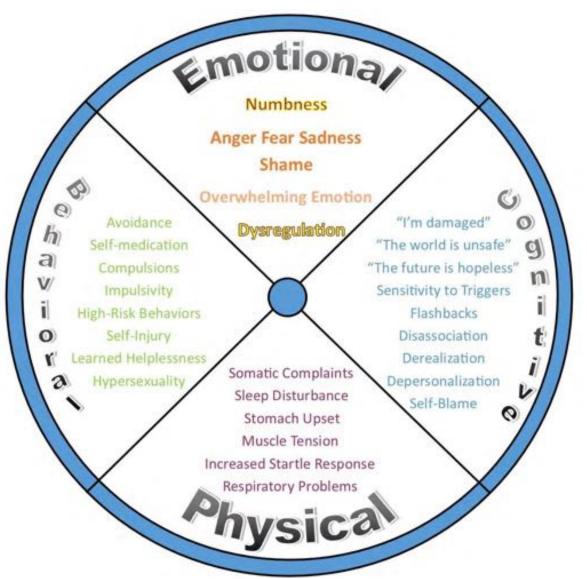
Stanford's SHARE Title IX Student Procedures Title IX / SHARE Procedures Who's Who? official has from different procedures for responding to second consult independent conservation. The Tile IX office has a set of highly deligent from use to decide which procedure appoint to you depending on the organization of what conservation, as if you can't had who deliver you can't have stated, which profits SHARM investigation and receiving procedures are used for cases that don't fell under Trite IX. In properties above or off-campour, during a non-blandout activity, or before August SA, 1939. Title IX Procedure SHARE Hearing SHARE investigation comparated in Elyment Security or derivating stuff. One has no present An age of proper And the legal and process A measurement of their Analing officer. repriet for allerted baselines. CORNEL TO AND ADDRESS OF THE PARTY OF THE PA What to Expect in the Title IX Process Hearing Decision Harrings are receip or an Arterio Self. After the faculty, live faculty officer will parties wave it. The tracing malutes a low Formal Complaint Auto a riscinster about responsibility and Investigation some manufactor, A her Digital resided while softens that actival will have. Then bearing officer will indepen the bearing. principle systemate care statementing on 8 A formal complaint is reacted to some The recognition bein about a result. The inspecional is student, familie, or staff. for the Title IV officials investigate and legin the process, 'through a format.' Affareantia, the Title IX Contributor will compliant. The university spends pleasing if the ratio will go in a beautiful. month discholary is now. You git I have it has been with a foundation of the other party for Passaring property and professional Sinciduring the hearings. The gas it house of heat from The section of the last Appeal New Yorkship to read a freezing mission parties," who can be as E sidy) put trunspro. attempt stone the period After the ductions frame is no option for an principal physicise, or all allianas. other's health or sales; at run adjoint printings, which is display by it. - You hav offschief is Streeted * Support person," who say for Startist convents you will Pomouner prof Diverbasion year dispertant private Subject This can profit to give characteristic. description you brook of a Fresh Exercise that profess batter, buring, or admired a fronting, but if you do not Standard-provided allocates The respondent sid be sent. all offer the process and may appear. bein back present and tide. a Notice of Formal or your hards to recount An investigator may sell you Littlese national, and Title transferred St Complaint, which includes the other party's heating aspend number of both portion and - which happened and provide person, sine rould be automore you. The get I have at two everdeliate of the event. dwhlani, k. with a Stockest provided attimize for the quired period Prefer not to go through an investigation? Intervention Withdraw Complaint Informal Resolution Title IX Estimated Timeline (Lines 2 - 4 counts)

Source:

https://stanford.app.box.c om/s/oiy1uopiq4pajiredh0 acc4lc4n5lhvv (can be found at share.stanford.edu)

How to support someone who discloses their experience

Common Reactions to Trauma



Trauma reactions vary widely

All are normal human ways of coping

How to support a survivor?

- Listen, Believe, Validate, Connect
- Normalize reaction and offer hope
- Assess safety
- Reinforce courage
- Connect with resources
- Empower and support agency
- Take care of yourself



How to support someone who caused harm?

- Direct person to resources
- Get educated on the relevant issues
- Listen in a non-judgmental manner
- Familiarize yourself with the relevant university policies
- Identify another support person if you are not able to provide effective support
- Take care of yourself
- Remember, supporting does not mean:
 - Approving of all the person's actions and/or choices
 - Retaliation

More info:

https://share.stanford.edu/get-informed/support-and-resources/help-others/supporting-friend-whos-cau sed-harm



How to Talk About Reporting

Disclose your reporting responsibilities early and often – early in the workshop, and early in the conversation – to give the student agency

Let them know that you're there to help Consider your language
(e.g., "Sorry, I have to
report this to the Title
IX Office" vs. "I'm going
to share this with
SHARE Title IX to make
sure you're connected
with resources.")

If they would prefer to speak to a confidential resource, refer them to CST and/or YWCA

Give them an idea of what to expect next*

* See next slide!

When we receive a concern...

Dear Student,

I am the Director of Client Services in Stanford's SHARE Title IX Office. Our role is to ensure that Stanford community members are free from harassment and violence based on sex/gender.

We have received a report that you may have been impacted by such conduct. I am very sorry for your experience, and I would like to offer to meet with you to understand more about this incident and about how this office may be able to help. We can, for example, assist you if you are seeking any supportive measures, such as counseling, assistance seeking extensions on course deadlines or other academic modifications, or measures for your safety. Supportive measures are available to you whether or not you wish to pursue an investigation by filing a Formal Complaint.

I can also discuss with you Stanford's processes (including explaining how to file a Formal Complaint to request an investigation and explaining the importance of preserving evidence and identifying witnesses) and answer any questions you may have about either Stanford's processes or outside processes. The conduct reported to our office may be a crime, and I am available to assist you in making a report to the local authorities if you so choose.

Additionally, I want to make sure that you are aware of the University resources available to you, as outlined in the attached brochures. Two particular resources, operating remotely at this time due to COVID-19 restrictions, may be especially useful to you:

• Confidential Support Team (CST) counselors are reachable via a 24/7 hotline at 650.725.9955 or at 650.736.6933 for appointments.

Gentle Outreach Offering Supportive Measures

 The YWCA Silicon Valley provides a confidential, independent resource for survivors and is reachable via 24/7 Support Line at 800.572.2782

Much more information is available online at: https://sexualviolencesupport.stanford.edu. I would be happy to discuss your options and resources with you, with no obligation to utilize any resource you might have questions about.

Stanford will make reasonable and appropriate efforts to preserve your privacy and to protect the confidentiality of information we discuss. While Stanford cannot absolutely guarantee confidentiality in all cases, we will seek to limit the number of individuals who may learn of the incident. Stanford is able to provide you with many supportive measures without revealing your identity to the Respondent (i.e., the person alleged to have harmed you). However, should you choose to file a Formal Complaint and initiate an investigation, Stanford will be required by federal law to disclose your identity to the Respondent.

If you need a disability-related accommodation in order to speak with us now or at any time within the Title IX process, please let me know as soon as possible so that we can ensure accessibility. Please do not hesitate to contact me if I can be of any assistance at any time.



For supporting a survivor:

"I'm sorry that you've been hurt. How can I help? Stanford has resources to support you and help you decide what you want to do next. Would you like to speak to a confidential counselor or a staff person about your resources or reporting options? I am here to help."

For supporting someone who caused harm:

"Thank you for sharing that with me. I can imagine this is really difficult. Stanford has resources to support you through this and help you understand your options and what might happen next. Would you like to speak to a confidential counselor or other professional staff? How can I help?"

Advice on "Advice"

- Avoid giving advice, especially if it reduces the agency of the other person
- If you give advice, make sure you know the reason why and that it is with the other person's needs in mind





Taking Care of Yourself

- Connect with others (friends, staff, someone you trust)
- Know and name your limits
- Give yourself time
- Make sure you do not make it into a "you" story (even if you have a similar experience)
- Do meaningful activities





Resources

Barriers to Reporting or Sharing Experiences

- Stigma
- Internalized traditional gender norms
- Fear of culturally significant consequences
- Community perception of relationship, people, and/or abuse
- Support system ignoring or not knowing survivors' needs

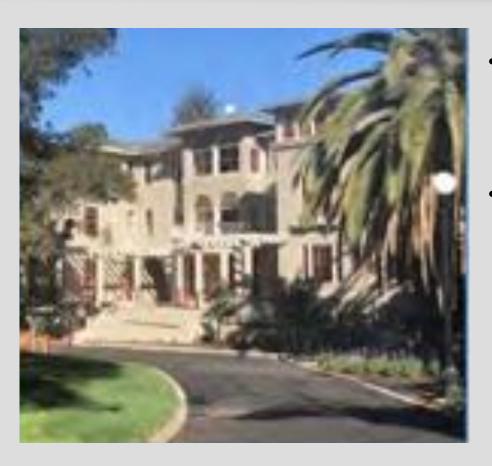


Overview of Stanford resources that respond to sexual/relationship violence

Confidential Resources	Private/Non-Confidential Resources
Confidential Support Team (CST) vaden.stanford.edu/cst	SHARE Title IX Office share.stanford.edu
YWCA@Stanford yourywca.stanford.edu	Residential Education (ResEd) Student Staff, e.g. RAs, ETAs Resident Directors (RDs) Neighborhood Program Directors (NPDs)
Counseling and Psychological Services (CAPS) vaden.stanford.edu/caps	
Office of the Ombuds ombuds.stanford.edu	Community Centers communitycenters.stanford.edu
Office for Religious & Spiritual Life (ORSL) orsl.stanford.edu	



SHARE Title IX Office



- The newly configured Sexual Harassment/Assault Response & Education (SHARE) Title IX Office is the University office charged with sexual harassment and assault through response, prevention, and education work
- The Title IX Coordinator within the SHARE Title IX Office leads the University's response to incidents of prohibited sexual conduct
 - Role is to receive sexual harassment/assault concerns and address them appropriately
 - Ensure University programs are free of harassment based on sex/gender
 - Neutral; not an advocate

Response Team:

- Policies
- Investigations and hearings
 - Supportive measures

Education Team:

- Prevention
 - Healing programs
- Community collaboration and activism

SHARE Title IX Office

Sexual Harassment/Assault Response and Education Title IX Office

How to connect with SHARE

- Website: share.stanford.edu
- Prevention education
 - Newsletter: <u>bit.ly/sharesupporters</u>
 - Instagram: osahareatstanford
 - Email: shareeducation@stanford.edu
 - Phone: (650) 725-1056
- Response, e.g. supportive measures, investigations, policies
 - Email: titleix@stanford.edu
 - Phone: (650) 497-4955
- Location
 - Kingscote Gardens (419 Lagunita Drive, Stanford, CA), Second Floor

CONFIDENTIAL SUPPORT TEAM

Sehin Belew, Administrative Associate

Mari Evers, LCSW, Clinical Care Manager

Luisa Ladd, PsyD, Interim Director & Outreach
Coordinator

Axel Valle, PsyD, CST Psychologist

Kingscote Gardens Suite #340
419 Lagunita Drive
(650) 736-6933 (non-urgent daytime)
(650) 725-9955 (urgent & after-hours hotline)









Confidential Support Team (CST)

FREE and Confidential!

A centralized point of contact for students impacted by sexual and relationship violence; stalking; gender-based violence, harassment, discrimination

Offers a range of supportive services for students

- Initial consult, including crisis response
- Brief support
- Therapy, including long-term stabilization and healing



CAMPUS COMMUNITY SERVICES

- Consultation to student leaders and organizers on creating trauma-informed, survivor-friendly events and programs
- Counseling support at awareness-raising or healing events for trauma survivors
- Confidential consultation to faculty, staff, and student staff about reporting obligations or resource coordination
- Support for student allies who have questions about how to help a survivor of sexual, relationship, or gender-based violence









How students can schedule:

- Call CST Office Line during Business Hours:
 - •8:30am-5pm (Mon-Fri)

 - 650-736-6933 (non urgent line)
 Same-day appointments available with on-call clinician for urgent needs
- Vaden Portal Web Bookings: http://vaden.stanford.edu/sexual-assault
- CST 24/7 Hotline: for urgent matters anytime call 650-725-9955

Web book your appointment with a CST counselor!



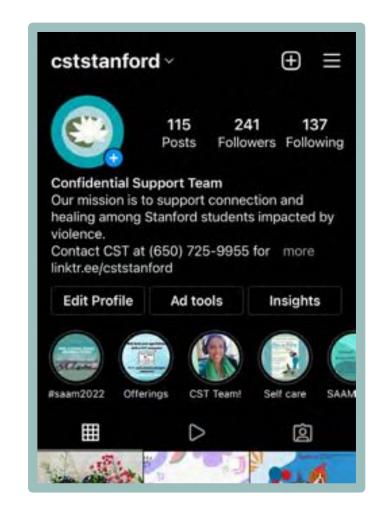
Go to: vaden.stanford.edu/makeappointment

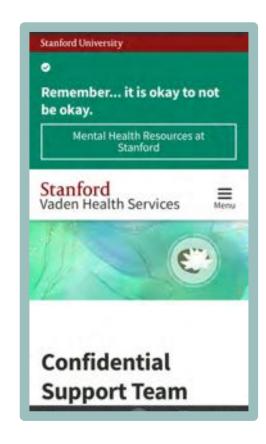
24/7 hotline: 650-725-9955

Appointments are free, confidential, and dedicated to supporting your wellbeing and empowerment.

The Confidential Support Team support students impacted by sexual assaul relationship violence, or gender-based discrimination.

Follow CST:



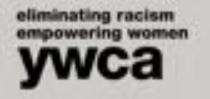


vaden.stanford.edu/cst

www.instagram.com/cststanford/

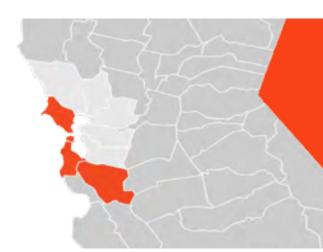


YWCA @ Stanford



About YWCA

YWCA Golden Gate Silicon Valley is on a mission to eliminate racism, empower women, and promote peace, justice, freedom, and dignity for all.



We serve:

Marin, San Francisco, Santa Clara and San Mateo counties.





YWCA@ Stanford University

- Independent, confidential resource
- Immediate and long-term support services
- We do not provide services to PWH
- Co-located on Stanford campus (Bambi!)
- YWCA satellite office in Sunnyvale and Downtown Palo Alto (opening soon)
- On campus hours include evenings and weekends*
- 24/7 Support Line & SAFE Accompaniment
- Serve ALL members of the Stanford Community (students/faculty/staff/families/ service workers/visitors/etc.)

YWCA@ STANFORD

Connect with us! 408.649.7686 stanford@yourywca.org https://yourywca.stanford.edu https://calendly.com/ywcastanford/

Walk-In Hours:

Monday: 8 AM - 2 PM

Thursday/Friday: 4 PM - 8 PM

Saturday/Sunday: 10 AM - 3 PM

Services available outside of walk-in hours by appointment

800-572-2782

24/7 Support Line:

SERVICES INCLUDE:

24/7 Support Line Court Accompaniment* Counseling & Crisis Support Criminal & Systems Advocacy* Education & Prevention Workshops* **Emergency Shelter & Housing Resources*** Intimate Partner Violence Exam Accompaniment*

Legal Services* Personal Advocacy* Therapy*

Title IX /SHARE Advocacy Safety Planning

Sexual Assault Forensic Exam Accompaniment* Stanford Advocacy Support Groups

*Services available locally in Santa Clara County, For those living outside this area, YWCA provides connections to local resources.



Summary of Stanford Resources

Resources	Overview
Sexual Harassment/Assault Response & Education Title IX Office (SHARE) share.stanford.edu	 Non-confidential Response Team: Title IX and other policies, investigations, supportive measures Education Team: healing, prevention education, activism, intersectional approach
Confidential Support Team (CST) vaden.stanford.edu/cst	 Confidential Initial consult, including crisis response Brief support Therapy, e.g. long-term stabilization and healing Outreach
YWCA@Stanford (YWCA) yourywca.stanford.edu	 Confidential System advocacy Legal services Personal advocacy Counseling and therapy Education and prevention workshops





Source:

https://stanford.app.box.com/s/tfh6px4wx4ydt54kurgsah6h4pd5x5x3 (can be found at share.stanford.edu)

For information & support:

sexualviolencesupport.stanford.edu

relationshipviolencesupport.stanford.edu

transgendersupport.stanford.edu

sexualrespect.stanford.edu

Follow-up Actions



Suggested Monthly Actions

digital copy available at

https://share.stanford.edu/get-informed/involvement-opportunities/ s/actions-stanford-community-members



A Ways" to Create a Culture of Cossent)
 Community Boundaries Set and communicate expectations of your community wants/reeds (Pg 4-5).
 Live the Upstandor Lite: A Look of the LIFE Model (Pg 6-7).
 Netwention Stategies: Use viscovention and name setting stategies that support content outlurs which include a Non-Visient Communication (Pg 8).
 b. 4 Ds of Intervention (Pg 9).
 Follow Up: Revisit often and embed throughout continuous community and outlure development (i.e. language, visuals, promites, paggiams, response) throughout the year liefer to activity on pg 1(0).

Check out the <u>Build a Culture of</u>
<u>Consent Starter Kit</u>, and work
as a team to develop
community boundaries



Request an Upstander Education Initiative workshop or another <u>SHARE workshop</u>

5 Ways to Develop Your Sexual Citizenship

- 1. Identify your sexual projects
- 2. Know your Yes's & your No's
- a Get educated on positive sexuality
- A Express yourself & Listen to others: Hold a conversation circle
- s. Be an upstander, not a bystander

Review <u>Sexual Citizenship page</u> on SHARE website and complete the activities/reflections

Suggested Actions You Can Take



Supporting Survivors Series





Building a Culture of Consent

PART 3: COMMUNITY-ORIENTED CONSENT

- Part 1: Trauma-Informed
 Support & 50 First Words
- Part 2: The First 2 Hours

- Part 1: Introduction to Consent
- Part 2: Relationship-Oriented Consent
- Part 3: Community-Oriented
 Consent

Videos

https://share.stanford.edu/get-informed/education-andoutreach-programs/educational-videos



Feedback link: bit.ly/feedbackforshare

Thank you so much!



Thank you!