

Guilford College

Title IX Coordinator

Annual Report

January – December
2018

Title IX and Equal Opportunity Office

King Hall, Suite 108

The Title IX Coordinator is responsible for, and is committed to, ensuring equal access to College programs and activities and promoting diversity and inclusion based on sex, including sexual orientation and gender identity.

Guilford.edu/TitleIX

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.”

Title IX, Education Amendments of 1972

Letter from Barbara J. Lawrence, Title IX Coordinator:

The issues of sexual misconduct, relationship violence, stalking, and retaliation are not simple. Your willingness to become informed is key in becoming part of the solution.

Guilford College will not tolerate sexual violence or harassment in any form. Every member of our community deserves to feel safe and secure in their academic pursuits. We owe it to our students, their families and our entire community to work together to combat sexual assault and hold each other accountable.

Our annual reporting process is established to provide an overview of prevention efforts, information about reports, and interim/support measures over the calendar year. This report is part of our ongoing commitment to increase transparency and engage our community in prevention, response, and support. We will continue to teach our students to both respect and stand up for each other. We will show them we have zero tolerance for sexual violence by swiftly investigating reports and taking action without sacrificing due process. Our 2018 report reflects the evolution of our Title IX work and your feedback.

Sexual misconduct, relationship violence, stalking, and retaliation are community issues. With the expansion of college efforts and the opening of the inaugural Office of Title IX and Equal Opportunity in August 2018, President Jane K. Fernandes made another public commitment to our college community. From the faculty member serving as conduct process advisor to the student who is an active bystander at a party, the commitment belongs to us all.

Our door remains open year round to your ideas, suggestions, questions, and concerns. Issues of sexual misconduct, relationship violence, stalking, and retaliation are intolerable impediments to our mission. We are here to live, learn, work and engage. We cannot fulfill our mission without you.

I look forward to working with you.

Our Team

Barbara J. Lawrence

Vice President for Diversity, Equity and Inclusion/Title IX Coordinator

As Title IX Coordinator, Barbara reiterates the College's commitment to working together to proactively address concerns of sexual and gender based harassment. Her responsibilities include: ensuring prompt and equitable resolution of complaints, overseeing a centralized reporting process for all sexual harassment and misconduct allegations on campus; tracking and monitoring these allegations and coordinating training, education and prevention efforts.

Shay Harger

Assistant Director, Title IX Compliance

As inaugural Assistant Director, Shay assists the Title IX Coordinator with compliance matters related to resolution and investigation of all reports of sexual harassment, sexual violence and intimate partner violence involving students, visitors, vendors; and for training, prevention and education efforts. Prior to working at Guilford College, Shay served as a Director of Victim Services at the Family Services of the Piedmont. She brings a range of experience in domestic violence, restorative justice and trauma-informed investigation and training. Shay is also a Child Forensic Interviewer and holds a Bachelor's Degree in Psychology.

Meagan McNeely,

Title IX Education and Response Coordinator

As inaugural Title IX Education and Response Coordinator, Meagan assists the Title IX Coordinator with coordinating all sexual assault prevention to students. She will assist with implementation of a bystander intervention program, training and education sessions and serve as the on-call staff employee at times as assigned by the Assistant Director. Prior to working at Guilford College, Meagan worked at Wake Forest University Anna Julia Cooper Center and served as Freedom School Project Director. She is a Certified Birth Doula, Crisis Counselor and holds a Bachelor's in Sociology.

Policy Prohibiting Sexual Harassment

The College's policy prohibiting "sexual harassment" specifically prohibits discrimination on the basis of sex or gender, sexual harassment, sexual violence, sexual assault, dating or domestic violence, sex or gender based stalking or bullying, and other gendered harassment.

"Harassment" as defined under the Student Conduct Code will be interpreted to include these policy definitions. Sexual harassment and sexual misconduct may be committed by any person upon any other person, regardless of the sex, gender, sexual orientation, and/or gender identify of those involved.

Title IX applies to all members of the College community. All students, faculty, staff, applicants for admission, and applicants for employment as well as those actively engaged in our community as volunteers, contractors, and attendees at events are protected from gender discrimination, sexual harassment, and sexual violence.

Introduction

This report highlights and assesses the College's efforts to prevent and respond to incidents of sex discrimination. As the first report from the Title IX Coordinator, this report generally covers activities and initiatives starting in 2018 and continuing through the 2019 academic year. Over the past two years, the College has focused considerable efforts on education and prevention, developing clear policies for reporting and response, and collaboration across campus and the college community. The goal moving forward will be to have an annual report released for the prior year that coincides with Sexual Assault Awareness Month. This will provide an opportunity for open dialogue and structured time for feedback.

The purpose of reporting this data is to increase awareness and promote transparency. The Title IX Coordinator has an obligation to balance transparency with the commitment to respect the privacy of those involved, including the duty to keep confidential information protected under the Family Educational Rights and Privacy Act (FERPA). The College hopes the Annual Report of the Title IX Coordinator will create productive community dialogue and reflection.

The Office of Title IX and Equal Opportunity will continue its efforts to create and maintain a respectful and inclusive community free of prohibited harassment and discrimination. If you have any feedback regarding the report please contact:

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Executive Summary and Highlights

Guilford College is committed to ensuring that all students have access to a quality learning experience and the opportunity to pursue their academic goals in a safe, supportive learning environment. Any form of sexual or gender-based harassment interferes with our students' abilities to be engaged learners and is antithetical to the community values of the institution. This annual report assesses our progress over the year as well as openly discussing the areas in which we see a need for continued evolution in order to better serve the campus community. This Executive Summary first highlights some of the more significant achievements of the last calendar year. These have been directly responsive to feedback from campus stakeholders, faculty, students, staff, as well as guidance from the Office for Civil Rights, local and national judicial opinions, and legislative activity.

Our Title IX Coordinator's position and associated duties and responsibilities were enhanced and continue to report directly to the President. This position serves as the key coordinating administrator monitoring all programs and policies related to Title IX.

Critical staff members have been added to the Title IX and Equal Opportunity Office that include two inaugural positions: Assistant Director for Title IX Compliance and Title IX Education and Response Coordinator.

Deputy Title IX coordinators have been designated in Athletics, Human Resources, Student Affairs and Public Safety. The roles of deputy coordinators for undergraduate students, faculty, and staff have been clarified. Critical staff members have been added in, the Counseling Center as well. This has greatly increased our effectiveness and the timeliness of overall response to all reports of discrimination and harassment.

An Equity in Athletics Committee (EAC) was created in fall 2018 to assist the President with proactive gender equity planning for the Athletics Department. The EAC will ultimately assist with assessment of the Department's Title IX compliance status and make recommendations for a 5-year equity plan to the President.

Dedicated faculty and staff have volunteered to become involved in the Title IX process by becoming trained to serve as support personnel for student respondents, providing outreach and support when students are accused of sexual misconduct.

Additional faculty and staff members have agreed to serve as hearing officers and conduct process advisors, increasing our pool of trained staff to provide internal support and review for student conduct decisions in our Title IX process. This allows us to consistently assess and review our own processes, and is a critical part of ensuring a fair and neutral process.

The College has successfully increased the quality of communication with both on and off campus support and response services, including victim support services and law enforcement. The Public Safety Office maintains a strong relationship with the Greensboro Police Department for investigations of sexual assault.

As of July 2018, new comprehensive procedures for the reporting, investigation and adjudication of allegations of sexual misconduct were implemented as the culmination of efforts from the Office of the President, Office of Title IX and Equal Opportunity, Dean of Students and College Attorney. These procedures will now be subject to annual, transparent review.

Where We Are Now:

A comprehensive review of the College's efforts related to Title IX in 2017 identified the need to redesign campus infrastructure, to strengthen the institution's response to allegations of sexual misconduct, and to develop more effective prevention programming. It also highlighted the importance of increasing education and prevention efforts campus-wide with specific consideration for particular student groups and the importance of a comprehensive prevention and response coordinated by a central administrator.

During the last two academic years, the College has invested significant time, energy, and financial resources in implementing not only the recommendations from the 2017 reviews, but additional changes due to continuing assessment and openly solicited feedback.

Coordinated Campus and Community Response

Sexual misconduct against students, including sexual harassment, sexual assault, domestic violence, dating violence, and stalking, is a form of sex discrimination under Title IX. In January 2014 the White House called on all schools to closely examine how they address sexual assault as part of their educational mission—from the initial reporting, through the campus adjudication process, and final outcome.

The results of a survey conducted in 2015 at 27 college campuses, including Guilford College, reaffirmed previous findings that one in five college students has experienced some form of sexual assault. That survey, as well as one conducted by Guilford College, showed that incidents of sexual assault and misconduct at Guilford generally mirror statistics at campuses nationwide. The results also showed an ongoing need at Guilford to increase awareness of services and to improve the reception of College support and response.

During the last few years, Guilford College has invested countless hours and resources to address the issue of sexual misconduct on campus to match its increased awareness and understanding of this issue with concrete actions to reduce and prevent sexual misconduct and to improve the institutional response when such incidents do occur.

Centralizing Coordination

To increase structural transparency and to centralize administration of Title IX issues across campus, the College created the Title IX Coordinator position in 2014; This permanent position is charged with coordinating the implementation and administration of the College's procedures for resolving complaints of discrimination or harassment and overseeing campus climate data and case management information to track prevention and response efforts. This position is also tasked with providing assessment and input regarding policies related to gender and sex-based discrimination and harassment, which includes reporting obligations of employees and processes by which individuals or groups may be held accountable.

The Title IX Coordinator serves as the primary administrator for all matters related to gender based discrimination, sexual harassment, and sexual violence, which includes following nationally developing promising practices, outreach to campus stakeholders and the community, and ensuring that all campus first responders (i.e., Public Safety, Student Affairs, Title IX Office) and those involved in the complaint resolution process receive trauma-informed annual training. She has

A Deputy Title IX coordinator has been designated in Athletics, Student Affairs, Human Resources and Public Safety. The roles of deputy coordinators for undergraduate students, faculty, and staff have been clarified.

In addition, dedicated faculty and staff have stepped up to become involved in the Title IX process by becoming trained to serve as support personnel for student respondents, providing outreach and support when students are accused of sexual misconduct. Faculty and staff have agreed to serve as hearing officers, increasing our pool of trained staff to provide internal review of student conduct decisions in our Title IX process. This invaluable service allows us to consistently assess and review our own processes, and provides a critical part of ensuring a fair and neutral process for our students.

Investment in Resources

The College has invested funding in Title IX-related matters over the last year, including not only financial assistance to programs but also increases in staffing for key roles throughout our prevention, response, and accountability processes.

Critical staff have been added in the Office of Title IX and Equal Opportunity, Sexual Violence Prevention Education, the Counseling Center. This has greatly increased our effectiveness and the timeliness of overall response to all reports of discrimination and harassment.

All of this means that because of partnerships across campus, we are generally able to provide outreach and coordinated care to all students reporting experiences of discrimination, harassment, or violence in a timely manner.

Key resources are being continually updated and improved based on feedback and with the goal of providing easily available and accurate information. For example, the new Title IX website launched in August 2018: a centralized, easy-to-navigate and up-to-date information on all of Guilford's Title IX campus resources, policies and procedures. At the same time, the College provides links for anonymous reporting, and the redesigned Office of Title IX and Equal Opportunity was opened in October 2018.

Educational Initiatives

A campus wide implementation of the new one policy Title IX Policy and Grievance Procedures began in July, 2018. Over 400 staff members were trained on the policy. To date, we provided training for all Residence Assistants, over 70 student athletes and 15 students residing in theme houses.

A significant amount of education and training was provided this year through online and in-person training sessions.

In 2018 a total of over 150 staff and faculty members completed Title IX sexual assault and prevention training online training along with over 340 first year students which total a 100 percent completion rate for first year students.

Increasing Outreach and Collaboration

Some of the clear data from climate surveys as well as feedback from both internal and external reviews that were completed in 2015 and 2016 indicated that the College needed to increase communication with key audiences across campus. What became apparent was that more needed to be done to build trust and relationships with students, faculty, and staff by increasing transparency and outreach.

To accomplish this, the Title IX Coordinator and several employees involved in the administration of Title IX have expanded partnerships and engagement in a variety of ways designed to not only monitor the response framework from the perspective of diverse stakeholders, but to also begin to incorporate critical feedback and increase collaboration across disciplines.

As part of this broader outreach, the Title IX Coordinator and Title IX staff either currently lead or will participate in various planned interdisciplinary work groups, committees, and collaborations.

To date, we have our newly formed Campus Based Committee includes a group of students, staff, faculty, and community leaders whose task is to guide the College's efforts to end sexual violence by making recommendations to the Title IX Coordinator on how to increase student understanding of reporting sexual misconduct, campus resources and foster a campus culture of safety, respect, and responsibility.

Future planned collaborations include a *College Senate Committee on Sexual and Gender-Based Violence*, which will assist with implementing and maintaining the recommendations of the Campus Based Committee.

An Coalition for Sexual Assault Prevention that will consist of a committee of professionals and students across campus that meet monthly who are committed to the creation of a safer campus environment through the prevention of sexual violence.

The creation of a Prevention Executive Committee to convene faculty and practitioners with expertise in reducing risk and increasing protective factors that ultimately yield student success. This committee will specifically focus on sexual violence prevention, crisis response, suicide prevention, and substance abuse prevention. In addition to examining and recommending prevention efforts, the committee will be dedicated to research, assessment, and making data driven decisions informed by best practices.

The Athletics Deputy Title IX coordinator will track all education and prevention efforts. The Deputy Coordinator will work with Student Athlete Advisory Council and focus on equity, academic and sexual assault prevention and awareness issues related to student athletes.

Guilford College has resources for students involved in both sides of the resolution process including staff that are trained as support for both victims and survivors and respondents. The College has also successfully increased the quality of communication with both on and off campus support and response services, including victim support services and law enforcement.

In addition, the Title IX Coordinator and Title IX staff have spent many of hours in the last year training, presenting, facilitating questions and answers, and meeting individually with students, faculty, departments, leadership, and staff throughout the College to build relationships and ensure not only that accurate information is being provided campus wide, but that more and more voices are being heard throughout the process.

Prevention Education

Guilford has significantly increased the visibility of our ongoing efforts with prevention education support over the last two years by increasing the number and variety of prevention efforts. Our participation rates are reflective of this effort. For example, our new Haven Everfi online Sexual Assault Prevention training for all incoming first-year students had an 85 percent participation rate in 2017, which increased to 99 percent participation from new students living in the residence halls during fall 2018. This increase in participation rates as well as the increase in opportunities for engagement are also showing up in both the reporting rates and the changing language of students and employees.

Policy Evolution and Evaluation

Several of the recommendations for changes revolved around institutional policies that were in need of review and revision. Over the last two years the College has worked diligently with partners across campus and in the community to assess and redesign policies and protocols relating to our campus-wide approach to sexual discrimination, harassment, and violence. We have made great strides and are proud of what we have accomplished thus far. Of the many projects that have occurred and are ongoing several are worth explicit mention in this report.

Admissions

First, beginning in fall 2018, all accepted freshman applicants requesting admission to Guilford were required to complete online sexual assault and prevention training before arriving on campus. This process was designed by a collaborative group of campus partners, taking into consideration the most current research on best practices for prevention efforts for campus sexual assault and harassment.

Response Protocols

Second, we assessed and refined our immediate response to reports of sexual harassment, discrimination, and violence. The new streamlined protocols built upon the already great work that many of our staff had been doing for years ensure we keep as much autonomy as possible with the reporting students. The first critically important piece of our response is that after a report has been received the first outreach from the College comes from our Student Affairs Office and now recently assigned Assistant Director for Title IX Compliance. These staff members ensure privacy and availability of confidential resources and help students fully understand their options and what resources are available to them before they choose what they would like to do and with whom they wish to share information. Our staff offer and facilitate several types of interim measures including, but not limited to, counseling services, healthcare resource partnerships, academic accommodations, housing accommodations, and other

services intended to support students in retaining full access to their education and educational opportunities. In addition, at the request of either a complainant or a respondent, a no-contact order may be put in place. A no-contact order is always mutual, and violation of the order by either student may result in the College taking action against the student who violated the order.

These interim measures and resources are available to students who have been accused of misconduct. However, these students work with different support staff in Student Affairs and other staff members from the Title IX and Equal Opportunity Offices. Once a student has been charged with misconduct, or if emergency action has been taken, a member of our support services staff will reach out to the respondent with information about these resources and measures and will also facilitate those accommodations as requested.

As reports come in to the College, a team of key college officials that includes the Title IX Coordinator and Dean of Students may be convened as necessary to assess whether emergency action is warranted to protect the reporting student or the college community. Emergency action may include temporary suspension of a student from the college or restriction of a student's movements on campus. If an emergency action is taken, the respondent is immediately informed that they have the right to meet with the Dean of Students within 72 hours, and usually much sooner. This opportunity to respond to the action is an important protection for the respondent, and also allows us to receive greater information upon which to base our decisions regarding threats to health or safety. Frequently, the emergency action is then modified to allow the respondent to still attend classes even while other restrictions may be in place. Complainants are consulted on these modifications so that both parties are aware of any existing restrictions, but our decisions must be based on the premise of ensuring we protect all students' access to education and understanding that respondents may ultimately be found not responsible.

Standard Operating Procedures (SOPs)

Third, a significant institutional change in the last couple of years has been how the college handles allegations of student sexual misconduct. The new standard operating procedures for sexual misconduct cases implemented as of June 2018, have increased the transparency of the complaint process, provide clear timelines for parties involved, provide equal opportunities for participation including the viewing of information and response, and have a built-in process for appeal of final decisions. These procedures were developed in collaboration with various stakeholders, and will be subject to an annual review by the Title IX Coordinator and Dean of Students in consultation with the College Attorney including input from students, faculty, staff, and community members. Efforts are also currently underway to make these procedures more accessible and easier for students and advisors to understand. A central Title IX website was created that describes the SOPs in language that is accessible for both complainants and respondents (who may be experiencing trauma or stress), as well as advisors who may be assisting them. Resources available to students throughout the complaint resolution process include interim measures designed to protect students and the campus community. The equitable and neutral resolution process designed to fairly investigate allegations of sexual misconduct within a clearly prescribed timeline, include all possible sanctions and a built-in appeal process. The timeline for investigations was clarified to be 60 business days, with built-in communications to both parties relating to information gathering expectations in the process.

Requests for No Action or Confidentiality by the College

In the small number of cases where the college must move forward with some type of intervention or even a formal conduct process, a complainant will not be forced to participate in that process. They will still be kept informed about what is occurring. Another significant change in the last few years has been the guidance from the Office of Civil Rights which has clarified the circumstances under which an institution can defer to a student's request that the college not take any action, not share personally identifying information with a respondent, or not take any disciplinary action. To the extent possible, the Title IX Coordinator will attempt to honor such requests. However, there are still limited times when concerns for the safety of the community may mean that the college cannot honor such a request.

Where Are We Going: 2019–20

Creating a Shared Understanding

As we move into the next phase of our evolution, we will be able to shift from a focus on structural foundation towards an expansion and refining of our processes, policies, and engagement with the community. The last couple of years have been defined by necessity and reaction. However, moving forward our goal is to shift toward a greater emphasis on prevention, education, training, and collaboration with our campus constituencies. This shift has already begun with some important changes of which some include:

New Policies and Resources

Responsible Reporting Policy

Guilford College's Title IX Policy and Grievance Procedures prohibits discrimination, harassment, sexual harassment, and retaliation, and also defines which employees of the institution have an obligation to share information that they receive related to these types of incidents. Most employees have been required to forward information related to students reports of sexual harassment, discrimination, or violence to either the Title IX Coordinator or the Human Resources Department. This obligation could only be relieved if an employee were designated as confidential or certain minor exceptions were justified. The new policy signed by the college President in June, went into effect August 2018 after a comprehensive training.

Comprehensive Training

The college has dedicated resources to planning and implementing prevention and education programs for all students. The goal of all prevention programs is the eradication of harassment and discrimination in all its forms. However, in order to do this, we must also create a shared understanding and vision of what culture we strive to create on our campus. Under the leadership of the Title IX Coordinator, the Title IX Compliance Team provides comprehensive and campus-wide efforts to educate and build a culture of awareness. They offer a variety of innovative initiatives and best practices to educate and build awareness around simple and complex issues of sexual harassment, including sexual assault, dating or domestic violence, gender-based harassment or bullying, and stalking. Their ongoing and community-specific trainings align with their goals to:

- Develop education and prevention strategies to broaden the awareness of rape culture,
- Decrease the incidence of sexual harassment, including sexual assault, dating or domestic violence, gender-based harassment or bullying, and stalking on the Guilford College campus.
- Create a safer campus through participation in policy development, and advocacy efforts.
- Serve as a referral source to campus and community services for survivors and concerned others;
- Encourage active involvement in prevention efforts by students, faculty, staff, and community members;
- Provide a networking system for members to work effectively with each other on campus, and to coordinate efforts with local colleges and universities.

Sexual Violence Prevention and Education trainings have designed and required for the student and faculty groups across campus. Mandatory training for all full and part time college employees was launched in October 2017. This provided a solid based for institutional training efforts and we have been able to focus on improving and expanding upon these efforts moving forward. While considering multiple formats for employee training, the Title IX team is also involved in discussions and planning with partners such as Human Resources, Counseling Center, Public Safety, and others to create new training opportunities both in person and online to address the growing needs on campus. Our goal is to ensure that our employees are fully versed in their obligations under the new reporting policy. It is important to also ensure that employees have the tools and resources necessary to understand what discriminatory and harassing behaviors look like, what resources are available on campus, and how Guilford College responds to these types of incidents. Additionally, employees must feel supported in their reporting roles, whether designated reporter, student-directed, or confidential, so that employees also have their needs met. Supporting students through traumatic experiences can also have significant impact on the employees receiving that information. We

must work to ensure our employees feel empowered through knowledge to not only support students, but also care for themselves.

Over the last year the college experienced a slight increase in the number of reports of incidents of falling under sexual misconduct incidents. From January 2018 alone we saw a small increase in student reports totaling 28 reported incidents for the twelve-month period. This increase is a positive sign. It means our efforts to communicate to students that we have great resources and support available are paying off. Anecdotal reports from our peer institutions show similar trends, and much of this can likely be attributed to factors such as the increase in national attention to this subject, high profile cases in the media, and the increase in investments by all institutions in prevention education and response efforts. It is not coincidental, for example, that since the implementation of the mandatory online sexual assault prevention training program for all students and staff, we have experienced an increase in reports that attribute knowledge of how to get help directly to learning from that program.

It is also important to note that while investigators and support staff strive to maintain consistent timelines for investigations, timeframes may vary depending on the specific circumstances, complexities, and facts of each case.

Conclusion

The Office of Title IX and Equal Opportunity strives to provide the Guilford College community with sufficient information and resources so each member may make an informed and safe decision regarding reporting, response, and resolution of incidents of gender discrimination, sexual harassment, and sexual violence. Guilford College has advanced its prevention, response, and resolution efforts related to sexual misconduct. Under the direction of the Title IX Coordinator, Human Resources, Office of Student Affairs, Counseling Center and Public Safety, the focus of the college's efforts have been to reduce the risk of victimization of sexual violence before it occurs and ensure a fair and equitable process to resolve allegations and hold perpetrators accountable. College resources have been dedicated to reflect the institution's commitment to achieve the prevention and response goals outlined throughout this report.

Sexual violence and harassment in any form will not be tolerated. All members of the College community have a shared responsibility to foster and demand a culture in which prevention is paramount, reporting expectations and processes are clear, and excellent support services are readily available and accessible.

Collaborative research between academic departments and Campus Life are ongoing, and comprehensive guides for the Guilford College community to assist students who have experienced sexual harassment, domestic and dating violence, sexual assault, or stalking are available. The college endeavors for all Guilford College students to receive a caring and integrated institutional response if they are the victim of any form of sexual harassment.

For more information related to Title IX, visit the Guilford.edu/TitleIX.

Importantly, in every case where a student was the recipient of behavior, that student received outreach generally within 24 hours from our confidential Crisis Staff with the offer of support and resources, and information regarding their rights and options.

Our goals have been 1) to focus on ensuring that every victim/survivor promptly receives enough information to be able to choose if and how they would like to engage with the university for support, 2) to focus our resources on protecting their ability to continue to fully access their education regardless of whether they wish to formally report, and 3) to provide a fair, equitable, and transparent conduct process that protects the rights of all involved for those that choose that route.