

Illinois Preventing Sexual Violence in Higher Education Act Annual Report

November 1, 2019

As an internationally renowned school of art and design, the School of the Art Institute of Chicago's ("SAIC") mission centers on its passion to provide excellence in the delivery of a global education in visual, design, media, and related arts through an assembly of a diverse and inclusive campus community. SAIC's core values – exploration, meaning and making, artists and scholars, and Chicago – all revolve around a sense of community values and care for one another.

SAIC is committed to preventing all forms of sexual misconduct such as sexual violence, domestic violence, dating violence, and stalking. In its commitment to prevent sexual misconduct, SAIC has policies in place to help foster a safe and nondiscriminatory environment and campus community built on trust, mutual respect, and accountability. SAIC's *Policy Prohibiting Sexual Assault, Domestic Violence, Dating Violence, and Stalking* outlines resources available to students, faculty, and staff, such as: on- and off-campus advocacy and emotional support, counseling and health services and wellness visits, interim protective measures, including flexibility to change housing and working arrangements, and channels for pursuing a complaint resolution process, as well as a criminal charge or action. SAIC encourages all members of its community to continue to work together to help end all sexual misconduct.

Furthermore, this Report is prepared pursuant to the requirements of the Illinois Preventing Sexual Violence in Higher Education Act ("Act"). Because this Report was prepared for a specific purpose, in accordance with the specifications and definitions of the Act, it is possible that information in this Report may not appear to be precisely aligned with similarly reported information. For example, the definition of "Sexual Violence" in the Act is different than the definition of "Sexual Offense" for purposes of SAIC's compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act"). It is also important to note that this Report includes information reported from January 1, 2018 through December 31, 2018.

In summary, SAIC recommends that this Report be read carefully and in its entirety to understand the full context of the Report. Further, clarification regarding the reporting requirements and appropriate data collection was solicited via the Chicagoland Title IX Consortium during and following the Consortium meeting with representatives of the Illinois Attorney General's Office on September 15, 2017. To date, no additional clarification has been given by the Attorney General's Office.

Preventing Sexual Violence in Higher Education Act Annual Report

Form

Name of Higher Education Institution: The School of the Art Institute of Chicago (“SAIC”)

Completed By/Primary Contact: Lumturije “Luma” Asanoski

Address: 116 S. Michigan Avenue, Chicago, IL 60603

Phone Number: 312-499-4165

Email Address: lasanoski@saic.edu

PART A

Provide one copy of the most recent version of each of the following documents:

- The higher education institution’s comprehensive policy (*see* 110 ILCS 155/10); and
- The higher education institution’s concise, written notification of a survivor’s rights and options under its comprehensive policy (*see* 110 ILCS 155/15).

PART B

I. Campus Training, Education and Awareness

A. Student Primary Prevention Programming

Identify any and all institutional actions and strategies intended to prevent sexual violence before it occurs by means of changing social norms and other approaches, including, without limitation, training programs, poster and flyer campaigns, electronic communications, films, guest speakers, symposia, conferences, seminars or panel discussions that occurred during the 2018 calendar year. *See* 110 ILCS 155/30(b). If necessary, append additional pages.

Program name	Type/description	Date(s)	Location(s)	Target audience	Number of attendees
Student Orientation: Title IX Training	The Student Orientation Title IX training informs students about Title IX and Title IX-related policies implemented by SAIC.	1/24/2018	On-campus location	All incoming first-year students and transfer students	60 SAIC students
Sexual Assault Awareness Month Programs	“Monument Quilt Workshops & Sew-A-Thons” was a SAIC community program that involved community members constructing quilt squares in gatherings designed to share experiences with sexual violence.	April 2018	On-campus location	SAIC campus community	SAIC campus community
Sexual Assault Awareness Month Programs	Campus-wide email to campus community about Sexual Assault Awareness Month programs and events.	4/1/2018	Distributed across campus	SAIC campus community	SAIC campus community
Sexual Assault Awareness Month Programs	The Sexual Assault Awareness Month tabling was aimed at providing sexual assault resources and information.	April 2018	On-campus location	SAIC campus community	SAIC campus community
Sexual Assault Awareness Month Programs	The Evolution of the Talk and Sexy Survivor Workshop: creative dialogue around survivors of sexual abuse.	4/5/2018	On-campus location	SAIC campus community	SAIC campus community

Sexual Assault Awareness Month Programs	Awakenings Art Hour: workshop and self-guided art making for survivors, trauma workers, and allies affected by sexual violence.	4/11/2018	On-campus location	SAIC campus community	SAIC campus community
Sexual Assault Awareness Month Programs	Community Mural Painting Event: Freestyle community mural in recognition of our community stance against sexual violence.	4/13/2018	On-campus location	SAIC campus community	SAIC campus community
Sexual Assault Awareness Month Programs	Denim Day: students, staff, and faculty wear denim in recognition of DVAM.	4/25/2018	On-campus location	SAIC campus community	SAIC campus community
Sexual Assault Awareness Month Programs	Take Back the Night: SAIC's first Take Back the Night event that included a rally and march, followed by a keynote lecture and performance.	4/26/2018	On-campus location	SAIC campus community	SAIC campus community
Sexual Assault Awareness Month Programs	The "Standing Silent Witness" event was sponsored by the Rape Victim Advocates (RVA) and included volunteers standing silently for one hour while wearing shirts bearing the stories of sexual assault survivors to represent "breaking the silence" about sexual violence.	4/27/2018	On-campus location	SAIC campus community	SAIC campus community

Student-Staff Title IX Training	The Summer Resident Assistant staff are trained on specific details of Title IX reporting and response protocol.	5/22/2018	On-campus location	Student Resident Assistants	All Summer Resident Assistants
Online Title IX Course: Sexual Assault Prevention	“Sexual Assault Prevention” is an online wellness course that educates students on the following content areas: (1) healthy relationships, communication, and consent; (2) sexual assault, relationship violence, and stalking; (3) risk awareness and reduction strategies; (4) bystander intervention and social norms; and (5) campus policies and support resources.	7/16/2018	Online training course	All new, incoming undergraduate students, and all returning sophomores	898 SAIC students
Online Title IX Course: Sexual Assault Prevention (Grad)	“Sexual Assault Prevention (Grad)” is an online wellness course that educates students on the following content areas: (1) healthy relationships, communication, and consent; (2) sexual assault, relationship violence, and stalking; (3) risk awareness and reduction strategies; (4) bystander intervention and social norms; and (5) campus policies and support resources.	7/16/2018	Online training course	All junior, senior, and new graduate students	1,101 SAIC students

Student-Staff Title IX Training	All 2018-19 Resident Assistant staff are trained on specific details of Title IX reporting and response protocol.	8/14/2018	On-campus location	2018-19 Resident Assistant Staff	All 2018-19 Resident Assistant Staff
New International Students Orientation	Presentation, "Culture of Respect: Healthy Relationships and the United States" for all incoming, undergraduate, international students.	8/22/2018	On-campus	International Students	All Undergraduate International Students
Student-Staff Title IX Training	All 2018-19 student Orientation Leaders are trained on resources, procedures, and policies related to sexual violence, domestic violence, dating violence, and stalking.	8/24/2018	On-campus location	2018-19 Student Orientation Leaders	All 2018-19 Student Orientation Leaders
Student Orientation: Title IX Training	All new, incoming students are educated about SAIC's policies related to sexual assault, domestic violence, dating violence, stalking, prevention, and consent.	8/28/2018	On-campus location	All new, incoming students	500 SAIC students
Domestic Violence Awareness Month Programs	Campus-wide email was distributed to the campus community to inform students, faculty, and staff about Domestic Violence Awareness Month programs and events.	10/1/2018	Distributed across campus	SAIC campus community	SAIC campus community

Domestic Violence Awareness Month Programs	Sex Fest: Positively Sexy: program is dedicated to educating students about sexual health, sexual intimacy, gender, and sexuality.	10/2/2018	On-campus locations	SAIC campus community	SAIC campus community
Domestic Violence Awareness Month Programs	Expanding Understanding of Violence Workshop: A 90-minute workshop exploring not just what we consider, read, and feel as violence, but also how to navigate different forms of violence throughout the variety of relationships we might have in our lives.	10/9/2018	On-campus location	SAIC campus community	SAIC campus community
Domestic Violence Awareness Month Programs	Community Conversation on Interpersonal Violence and Available Resources: A panel discussion addressing domestic and dating violence and resources available to survivors.	10/15/2018	On-campus location	SAIC campus community	SAIC campus community
Domestic Violence Awareness Month Programming	DVAM Pop-Up Show: An artful experience as our student artists showcase their work in recognition of Domestic Violence Awareness Month.	10/24/2018	On-campus	SAIC campus community	SAIC campus community

Domestic Violence Awareness Month Programming	Wear Purple for Domestic Violence Awareness: SAIC invited all students, faculty, and staff to wear purple, the color of Domestic Violence Awareness Month, which symbolizes peace, courage, survival, and dedication to ending domestic and dating violence	10/25/2018	On-campus location	SAIC community	SAIC community
---	---	------------	--------------------	----------------	----------------

B. Employee Training (*optional*)

Identify any and all training provided to higher education institution employees who, with respect to reports of sexual violence, domestic violence, dating violence or stalking: (1) receive student reports, (2) refer or provide services to survivors or (3) participate in the complaint resolution procedure. *See* 110 ILCS 155/30(c). If necessary, append additional pages.

Program name	Type/description	Date(s)	Location(s)	Target audience	Number of attendees
Professional Staff Training	New Faculty Orientation Title IX Training	1/16/2018	On-campus location	All new faculty	All new faculty
Professional Staff Development	VOICES Meeting – “Now What?: The Recession of the 2011 Dear Colleague Letter Q&A	1/18/2018	Off-campus location	Title IX Coordinators/ Investigators	2 SAIC staff members
Professional Staff Training	Annual Title IX & VAWA training of Department Heads	1/31/2018	On-campus locations	Department Heads	All Department Heads
Professional Staff Development	The Chicagoland Title IX Consortium Meeting	2/9/2018	Off-campus location	Open to all higher education institutions in Illinois	1 SAIC staff members
Professional Staff Development	NACUA Webinar: The “#MeToo” Movement in Higher Education: Legal, Governance, and Public Relations	2/28/2018	Off-campus location	Title IX Office, Student Affairs, and Employee Relations	10 SAIC staff members
Professional Staff Development	Ending Violence Against Women International Conference	4/3/2018	Off-campus location	Student Affairs	1 SAIC staff member
Professional Staff Training	Academic Advisor Title IX training about SAIC’s policies, procedures, and reporting protocols.	8/21/2018	On-campus location	Academic Advisors	7 SAIC staff members

New Faculty Orientation	“What You Need to Know about Title IX & Sexual Misconduct” presentation about sexual misconduct reporting obligations, confidential resources, policies and procedures, resources & information, and reporting options.	8/22/2018	On-campus location	New faculty	All new faculty
Professional Staff Training	Office of Student Affairs staff annual Title IX training about sexual misconduct, policies and procedures, reporting obligations & protocol, and confidential resources.	9/11/2018; 9/20/2018	Off-campus location	Office of Student Affairs staff	All OSA staff
Professional Staff Training	The Title IX Conduct Board Training is an annual training of all faculty and staff who serve on the Title IX Conduct Board to adjudicate Title IX & VAWA reports and cases.	9/28/2018	On-campus location	Conduct Board members	All SAIC conduct board members
Professional Staff Training	Confidential Resources (Counseling Services, Health Services, and Confidential Advisor) annual Title IX training about sexual misconduct, policies and procedures, and responding to survivors of sexual misconduct.	10/3/2018	On-campus location	Confidential Resources	Counseling Services & Health Services staff, and Confidential Advisor
Professional Staff Training	Husch Blackwell, LLP. provided annual Title IX and VAWA training to all staff and faculty serving as investigators and adjudicators in Title IX and VAWA reports and cases.	10/16/2018	On-campus location	Title IX investigators, adjudicators, and support resources	26 SAIC staff members
Professional Staff Development	Russel W. Strand, “Certified FETI: An Overview of the Forensic Experiential Trauma Interview Methodology Training”.	11/28/2018	Off-campus location	Title IX investigators, adjudicators, and support resources	8 SAIC staff members

Employee Preventing Sexual Misconduct Online Course	All new and existing employees are trained via an online, Title IX course about preventing sexual misconduct.	1/1/2018 – 12/31/2018	Online training course	All new employees	319 new employees
---	---	-----------------------	------------------------	-------------------	-------------------

II. Reports

Identify the total number of reports made to the following groups of individuals in the 2018 calendar year. If a higher education institution is aware that a student reported an incident more than once, it may provide an explanation for this or any other additional information regarding its reports in Part C below. *See* 110 ILCS 155/25 and 110 ILCS 205/9.21(b).

	Reports to the Title IX coordinator/responsible employees	Reports to confidential and anonymous resources¹
Sexual violence²	3 ³	3
Domestic violence	0 ⁴	0
Dating violence	1 ⁵	2
Stalking	3 ⁶	2

A. Responses to Reports to the Title IX Coordinator or Responsible Employees

Of the total number of reports or disclosures made to the Title IX coordinator or responsible employees at the higher education institution (identified in Part B, Section II), please report the number of times the following occurred:

¹ Reports to confidential and anonymous resources may be duplicates of reports to the Title IX Coordinator and responsible employees.

² Reports are based on the definition of “Sexual violence” provided by the Illinois Preventing Sexual Violence in Higher Education Act.

³ The School of the Art Institute of Chicago (hereinafter “SAIC”) reports 3 sexual violence incidents that occurred within the geographic areas defined by the Clery Act (C.F.R. § 668.46(a)).

⁴ SAIC reports 0 domestic violence incidents that occurred within the geographic areas defined by the Clery Act (C.F.R. § 668.46(a)).

⁵ SAIC reports 1 dating violence incident that occurred within the geographic areas defined by the Clery Act (C.F.R. § 668.46(a)).

⁶ SAIC reports 3 stalking incidents that occurred within the geographic areas defined by the Clery Act (C.F.R. § 668.46(a)).

	Survivor requested not to proceed with the complaint resolution procedure⁷	HEI investigated allegation⁸	HEI referred allegation to local or State law enforcement⁹	HEI resolved allegation through complaint resolution procedure¹⁰
Sexual violence	3	3	0 ¹¹	1
Domestic violence	0	0	0	0
Dating violence	1	1	0	0
Stalking	3	3	0	1

B. Complaint Resolution Procedure Outcomes

Of the total number of reports reviewed through the complaint resolution procedure, identify the number of students who received the following outcomes. Please provide a description of the other types of discipline students received for violating the comprehensive policy in Part C of this report.

⁷ For reporting purposes, “Survivor requested not to proceed with the complaint resolution procedure” includes survivor’s request not to proceed with a formal resolution process as described and provided by SAIC’s comprehensive policy prohibiting sexual violence, domestic violence, dating violence, and stalking. *See Exhibit 1 (detailing SAIC’s comprehensive Policy Prohibiting Sexual Assault, Domestic Violence, Dating Violence, and Stalking).*

⁸ “HEI” refers to Higher Education Institution. For reporting purposes, “HEI investigated allegation” includes preliminary inquiries, intake meetings, and investigations into a report(s) of sexual violence, domestic violence, dating violence, and/or stalking.

⁹ SAIC offers referrals to local law enforcement to all reporting parties of sexual violence, domestic violence, dating violence, and stalking. *See Exhibit 2 (detailing SAIC’s written notification of a survivor’s rights, options, and resources).*

¹⁰ For reporting purposes, “HEI resolved allegation through complaint resolution procedure” includes a formal resolution process as described and provided by SAIC’s comprehensive policy prohibiting sexual violence, domestic violence, dating violence, and stalking. *See Exhibit 1 (detailing SAIC’s comprehensive Policy Prohibiting Sexual Assault, Domestic Violence, Dating Violence, and Stalking).*

¹¹ SAIC did not refer any reports to local or state law enforcement.

	Found not responsible for violation of comprehensive policy¹²	Dismissed/expelled¹³	Suspended¹⁴	Otherwise disciplined
Sexual violence	1	0	0	0
Domestic violence	0	0	0	0
Dating violence	0	0	0	0
Stalking	0	0	0	1

¹² For reporting purposes, “Found not responsible for violation of comprehensive policy” includes a formal resolution process involving an adjudication of a report(s) of an incident of sexual violence, domestic violence, dating violence, and/or stalking as provided by SAIC’s comprehensive policy prohibiting sexual violence, domestic violence, dating violence, and stalking. *See Exhibit 1 (detailing SAIC’s comprehensive Policy Prohibiting Sexual Assault, Domestic Violence, Dating Violence, and Stalking).*

¹³ For reporting purposes, “Dismissed/expelled” is considered a sanction as a result of a formal resolution process involving an adjudication of a report(s) of an incident of sexual violence, domestic violence, dating violence, and/or stalking as provided by SAIC’s comprehensive policy prohibiting sexual violence, domestic violence, dating violence, and stalking. *See Exhibit 1 (detailing SAIC’s comprehensive Policy Prohibiting Sexual Assault, Domestic Violence, Dating Violence, and Stalking).*

¹⁴ For reporting purposes, “Suspended” is considered a sanction as a result of a formal resolution process involving an adjudication of a report(s) of an incident of sexual violence, domestic violence, dating violence, and/or stalking as provided by SAIC’s comprehensive policy prohibiting sexual violence, domestic violence, dating violence, and stalking. *See Exhibit 1 (detailing SAIC’s comprehensive Policy Prohibiting Sexual Assault, Domestic Violence, Dating Violence, and Stalking).*

PART C

Use this space to provide any explanations or clarifications for information and data provided as part of the report. (Append additional pages as necessary.)

See corresponding footnotes under “Part. B., II. Reports, A-B”.

EXHIBIT 1

Media Center and used in a safe manner. Students may not hang clothing, towels, curtains, scarves or any fabrics over a halogen/tungsten lamp. Students must turn them off when not in use and keep them away from combustible materials and fabrics such as bedding, drapes, bookcases, and furniture.

- **Electrical Decorations and Extension Cords**—Electrical decorations and extension cords must have the UL or FM label intact and be identified for indoor use. Extension cords and surge protectors may not be plugged directly into each other in order to extend their length (“daisy-chaining”). Students must inspect any of their electrical decorations, extension cords, and surge protectors for cracked sockets, bare wires, and loose connections before use. Students must use an appropriate amount of electrical decorations and extension cords for the size of the space (e.g. no more than three light sets should be used in a residence hall room), and they should not run under carpet, or through doorways, aisles, or corridors. Students should remember that lights are a heat source and should be placed consciously, and decorative lights should be turned off when the space is unattended.
- **Evacuation**—In accordance with Chicago law, students are required to evacuate the building during a fire alarm in a timely manner.

Any items found on campus in violation of this policy may be confiscated.

MEDICAL MARIJUANA POLICY

In order to comply with the federal Drug-Free Schools and Communities Act, SAIC prohibits the use, manufacture, distribution, and possession of all marijuana in any form, including medical marijuana, on campus and at any SAIC-sponsored event or activity off campus. Although Illinois state law permits the use of medical marijuana by persons possessing lawfully issued medical marijuana cards, federal law prohibits such use. Therefore, as an institution that receives federal funds, SAIC must comply with federal law.

POLICY PROHIBITING SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING

Table of Contents

I. Statement of Policy	21	VII. Resources	34
II. Definitions	22	VIII. Information Regarding Sexual Assault, Domestic Violence, Dating Violence, and Stalking	35
III. Confidentiality, Privacy, and Reporting Obligations	24	IX. Education and Prevention Programs	39
IV. Making a Report	25	X. Orders of Protection	39
V. Interim Protective Measures	27	XI. Applicable Illinois State Law	40
VI. Process and Applicable Procedures	27		

I. Statement of Policy

Our community expects that all interpersonal relationships and interactions—especially those of an intimate nature—be grounded in mutual respect, open communication, and clear consent.

The School prohibits Sexual Assault, Domestic Violence, Dating Violence, and Stalking (defined below in Section II, “Definitions”). The School also prohibits retaliation against anyone reporting, participating in, or thought to have reported or participated in, an allegation, investigation, or proceeding regarding

Sexual Assault, Domestic Violence, Dating Violence, or Stalking regardless of whether such report is substantiated.

False accusations, made with knowledge that they are false, are prohibited and will be treated as violations of this Policy. An individual who, in good faith, makes a report that later is not substantiated is not considered to have made a false accusation and, therefore, is not in violation of the Policy.

This Statement of Policy applies to all members of the SAIC community, including students, faculty, administrators, staff, and third parties on School premises or in a School program.

This Policy addresses conduct that is unwelcome and not based on consent. The School has a separate policy that applies to consensual romantic or sexual relationships between faculty and students. That policy, called the Policy on Consensual Faculty/Student Relationships, is in the Student Handbook and Faculty Dashboard. The School also has separate policies that apply to discrimination, harassment, and retaliation. Please see the Discrimination, Harassment, and Retaliation policies in the Student Handbook, Faculty Dashboard, and Employee Guidelines.

II. Definitions

Sexual Assault includes both Sexual Intercourse Without Consent and Sexual Contact Without Consent.

Sexual Intercourse without Consent means having or attempting to have sexual intercourse with another individual without Affirmative Consent, as defined below. Sexual intercourse means vaginal or anal penetration, however slight, with any body part or object, or oral penetration involving mouth to genital contact.

Sexual Contact without Consent means having sexual contact with another individual without Affirmative Consent, as defined below. Sexual contact means the touching of the person's breasts, anal, groin or genital areas, or other intimate body parts for the purpose of sexual gratification.

Sexual Assault is an extreme form of sexual harassment. For more information about sexual harassment, which is also prohibited by SAIC's policies, please see the policies on Discrimination, Harassment, and Retaliation in the Student Handbook, Faculty Dashboard, and Employee Guidelines. If a report includes allegations of Sexual Assault, then the process and procedures set forth in this Policy will be followed in the assessment, investigation, and resolution of a report. In no event shall a report proceed simultaneously through more than one internal SAIC procedure.

Affirmative Consent

Consent represents the cornerstone of a respectful and healthy intimate relationship. SAIC strongly encourages its community members to communicate—openly, honestly, and clearly—about their wishes and intentions when it comes to sexual behavior, and to do so before engaging in sexual conduct.

Consent is the communication of an affirmative, conscious, and freely-made decision by each participant to engage in agreed upon forms of sexual contact. Consent requires an outward demonstration, through understandable words or actions, that conveys a clear willingness to engage in sexual contact.

Consent is not to be inferred from silence, passivity, or a lack of resistance, and relying on non-verbal communication alone may result in a violation of this Policy. For example, a person who does not physically resist or verbally refuse sexual contact may not necessarily be giving consent. There is no requirement that an individual verbally or physically resist unwelcome sexual contact for there to be a violation of this Policy.

Consent is not to be inferred from a current or previous dating or sexual relationship. Even in the context of a relationship, there must be mutual consent to engage in sexual contact.

Consent to one form of sexual contact does not constitute consent to any other form of sexual contact, nor does consent to sexual contact with one person constitute consent to sexual contact with any other person. Additionally, consent to sexual contact on one occasion is not consent to engage in sexual contact on another occasion. A person's manner of dress does not constitute consent.

Consent cannot be obtained by coercion or force or by taking advantage of one's inability to give consent because of Incapacitation or other circumstances. Under Illinois law, a person must be at least 17 years old in order to give consent to Sexual Intercourse. It is also illegal in Illinois for a person 17 years old or older to commit sexual acts on or with a person under the age of 18 if they have a position of authority or trust over that person.

A person who has given consent to engage in sexual contact may withdraw consent at any time. However, withdrawal of consent requires an outward demonstration, through understandable words or actions, that clearly conveys that the person is no longer willing to engage in sexual contact. Once consent is withdrawn, the sexual contact must cease immediately.

Incapacitation

An individual who is Incapacitated is unable to give Affirmative Consent. States of Incapacitation include sleep, unconsciousness, intermittent consciousness, or any other state where the individual is unaware that sexual contact is occurring. Incapacitation may also exist because of a mental or developmental disability that impairs the ability to consent to sexual contact.

Alcohol or drug use is one of the prime causes of Incapacitation. Where alcohol or drug use is involved, Incapacitation is a state beyond intoxication, impairment in judgment, or "drunkenness." Because the impact of alcohol or other drugs varies from person to person, evaluating whether an individual is Incapacitated, and therefore unable to give Affirmative Consent, requires an assessment of whether the consumption of alcohol or other drugs has rendered the individual physically helpless or substantially incapable of:

- Making decisions about the potential consequences of sexual contact;
- Appraising the nature of one's own conduct;
- Communicating Affirmative Consent to sexual contact; or
- Communicating unwillingness to engage in sexual contact.

Where an individual's level of impairment does not rise to Incapacitation, it is still necessary to evaluate the impact of intoxication from drug or alcohol use on Affirmative Consent. In evaluating whether Affirmative Consent was sought or given, the following factors may be relevant:

- Intoxication may impact one's ability to give Affirmative Consent and may lead to Incapacitation (the inability to give Affirmative Consent).
- A person's level of intoxication is not always demonstrated by objective signs; however, some signs of intoxication may include difficulty walking, poor judgment, difficulty communicating, slurred speech, or vomiting.
- An individual's level of intoxication may change over a period of time based on a variety of subjective factors, including the amount of substance intake, speed of intake, body mass, and metabolism.
- No matter the level of an individual's intoxication, if that individual has not affirmatively agreed to engage in sexual contact, there is no Affirmative Consent.

Anyone engaging in sexual contact must be aware of both their own and the other person's level of intoxication and capacity to give Affirmative Consent. The use of alcohol or drugs can lower inhibitions and create an atmosphere of confusion about whether consent is effectively sought and freely given. If there is any doubt as to the level or extent of one's own or the other individual's intoxication or Incapacitation,

the safest course of action is to forgo or cease any sexual contact. An individual's intoxication is never an excuse for or a defense to committing Sexual Assault and it does not diminish one's responsibility to obtain Affirmative Consent.

Domestic Violence is violence committed by a current or former spouse, intimate partner, or family member of the other person. Domestic violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Domestic violence requires more than just two people living together; the people cohabitating must be spouses, family members, or have, or have had, an intimate relationship.

Dating Violence is violence committed by a person who is or has been in a relationship of romantic or intimate nature with the other person. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. The existence of such a relationship shall take into account the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Stalking is a course of conduct directed at a specific person that is unwelcome and would cause a reasonable person to fear for their safety (or the safety of a third party) or suffer emotional distress.

- **Course of conduct** means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- **Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.
- **Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- **Retaliation** is defined as any adverse or negative action (or threat of an adverse or negative action) against an individual because that individual (1) in good faith, reported Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking; (2) participated as a party or witness in an investigation or a proceeding related to such allegations; or (3) is thought to have participated in a good-faith report of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking, or is thought to have participated as a party or witness in an investigation of such allegations.

Retaliation is defined as any adverse or negative action (or threat of an adverse or negative action) against an individual because that individual (1) in good faith, reported Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking; (2) participated as a party or witness in an investigation or a proceeding related to such allegations; or (3) is thought to have participated in a good-faith report of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking, or is thought to have participated as a party or witness in an investigation of such allegations.

III. Confidentiality, Privacy, and Reporting Obligations

When making a choice about how to get help, it is important to understand the difference between seeking confidential assistance through confidential resources and making a report to SAIC. Making a report to SAIC means that the report, while handled with privacy, will be shared with other responsible administrators, including SAIC's Title IX Coordinator, and will lead to further actions to respond appropriately as outlined in this Policy.

Different employees on campus have different abilities to maintain confidentiality. Most SAIC employees, including faculty members, cannot maintain confidentiality because of legally-imposed reporting obligations. In these circumstances, SAIC is committed to maintain the privacy of the information shared. The terms "confidentiality" and "privacy" are defined below.

A. Definitions

Confidentiality, as used in this Policy, refers to a legal obligation not to disclose information without the express written permission of the individual who provided the information, with certain exceptions, such as if there is a continuing threat of serious harm to self or others or another legal obligation to reveal such information (e.g., where there is suspected abuse or neglect of a minor). **Only the professional counselors in Counseling Services, the nurses in Health Services, and the Confidential Advisor (“Confidential Resources”) can maintain confidentiality.** These Confidential Resources are available only to students. The Confidential Resources provide support to students who have experienced Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking, and they are not required to report information to the Title IX Coordinator. The Confidential Resources will not report to the Title IX Coordinator any personally identifiable information about a student; however, they will provide aggregate data about incidents of Sexual Assault, Domestic Violence, Dating Violence, and Stalking to the Title IX Coordinator.

Various off-campus resources available to anyone, such as counselors, advocates, and health care providers, will also generally maintain confidentiality and not share information with SAIC unless the individual providing the information requests disclosure and signs a consent form. The Employee Assistance Program (800.311.4327), which is available to faculty and staff, is considered a confidential off-campus resource even though it is paid for by SAIC.

Privacy generally means that information related to a report will be shared only with those School employees who “need to know” in order to assist in the review, investigation, or resolution of the report. While not bound by confidentiality, individuals who receive private information will be discreet and do their best to respect the privacy of all individuals involved in the process. If an investigation is required, the information may also be shared with the alleged offender or others as required to conduct a complete and fair investigation. Although SAIC manages private information with discretion, it is not possible to maintain confidentiality for any information other than information provided to the Confidential Resources as noted in the definition of “Confidentiality” provided above.

B. Reporting Obligations

All SAIC faculty, student Teaching Assistants and Resident Advisors, Campus Security staff, and other SAIC staff (except for the Confidential Resources, food services workers, housekeeping staff, and maintenance workers) are required to report incidents of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking to SAIC’s Title IX Coordinator. This requirement applies to all faculty and staff members and is not limited to those in management positions. This allows SAIC to provide resources and support to those who have experienced Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking and to take consistent action to respond to reports of such conduct. In these circumstances, SAIC is committed to maintain privacy. SAIC does not publicize the name of crime victims nor does it include identifiable information in Campus Security’s Daily Crime Log. (Please see Annual Security Report at saic.edu/lifeatsaic/campussecurity)

IV. Making a Report

A. How to Report

SAIC has professionals who are trained to receive reports and provide assistance. Reports can be made in person to the individuals listed below or electronically. Electronic reports may be submitted anonymously at the reporter’s option at saic.edu/lifeatsaic/stopsexualviolence/makeareport. For the remainder of this Policy, the person making the report will be referred to as the “Complainant” and the person alleged to have violated the School’s Policy will be referred to as the “Respondent.”

If a Complainant tells an SAIC employee (other than those who are Confidential Resources as described in Section III) about an incident of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking, but requests that their name not be disclosed to the Respondent or that SAIC not investigate or pursue action against the Respondent, SAIC will need to determine whether it can honor such a request while still providing a safe and nondiscriminatory environment for all SAIC community members. The Title IX Coordinator (or designee) will consider any such request.

If SAIC determines that it must disclose the Complainant's identity to the Respondent, SAIC will advise the Complainant of this decision and will endeavor to do so prior to making the disclosure. In addition, at the request of the Complainant, SAIC will inform the Respondent that the decision to go forward was made by SAIC rather than the Complainant.

If the Complainant chooses not to inform SAIC of the Respondent's name, SAIC's ability to investigate and take appropriate action may be limited.

In some cases, the Title IX Coordinator may determine that the report, even if substantiated, is insufficient to state a violation of the Policy and will notify the Complainant that the matter will be closed without a referral for either informal or formal resolution.

For All Community Members

Lumturije "Luma" Asanoski
Title IX Coordinator
116 S. Michigan Ave., 12th floor
Chicago, IL 60603
312.499.4165 | lasanoski@saic.edu

SAIC Campus Security
312.899.1230
Available 24 hours a day, seven days a week

For Students

Lumturije "Luma" Asanoski
Title IX Coordinator
116 S. Michigan Ave., 12th floor
Chicago, IL 60603
312.499.4165 | lasanoski@saic.edu

Mike Blackman (or designee)*
Office of Student Affairs (Intake Person)
Assistant Dean of Student Affairs for Student
Support and Conflict Resolution
36 S. Wabash Ave., suite 1204
Chicago, IL 60603
312.629.6725 | mblackman@saic.edu

**When Mike Blackman is not available, a dean on call will serve as the intake for student reports. Deans on call are staff members in the Office of Student Affairs who have received training in responding to issues of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking. A dean on call is available 24 hours a day.*

For Faculty

Lumturije "Luma" Asanoski
Title IX Coordinator
116 S. Michigan Ave., 12th floor
Chicago, IL 60603
312.499.4165 | lasanoski@saic.edu

Raja El Halwani
Faculty Liaison
37 S. Wabash Ave., suite 816
Chicago IL 60603
312.345.3751 | relhalwani@saic.edu

For Staff & Visitors

Lumturije "Luma" Asanoski
Title IX Coordinator
116 S. Michigan Ave., 12th floor
Chicago, IL 60603
312.499.4165 | lasanoski@saic.edu

Antoinette Murril
Director of Employee Relations and Training
116 S. Michigan Ave., 12th floor
Chicago, IL 60603
312.629.3380 | amurri@artic.edu

Written Notice Provided by SAIC

When a student, faculty, or staff member reports to SAIC that they have been a victim of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking, SAIC will give them a written explanation of their rights and options, as described in this Policy, including, but not limited to:

- Confidentiality, Privacy, and Reporting Obligations, Section III
- Making a Report, Section IV.A
- Interim Protective Measures, Section V
- Resources, Section VII
- Information Regarding Sexual Assault, Domestic Violence, Dating Violence, and Stalking, Section VIII
- Orders of Protection, Section X.

V. Interim Protective Measures

SAIC will provide information about interim protective measures to the individual who makes a report and will arrange such measures if the individual requests them and they are reasonably available. SAIC will also provide such measures, if reasonably available, upon the request of the individual who is the subject of a report. Examples of interim protective measures include no contact instructions or changes to academic schedules or housing.

VI. Process and Applicable Procedures

A. Informal Resolution

In a diverse community, disagreements and conflicts of various degrees of seriousness are inevitable. In many instances, an informal approach can be useful in resolving instances of inappropriate conduct. Problems are sometimes easier to resolve in an informal atmosphere that encourages people to identify the difficulty, talk it out, and agree how to deal with it.

An informal process is a flexible approach to resolving disagreements. As a result, there is no fixed format. It can involve a meeting between the two parties to facilitate an informal discussion, arranging to channel communications through a third party if the parties do not want to meet, or some other approach suitable to the circumstances. In some cases, both parties have to agree to the informal resolution process.

If a Complainant wishes to pursue an informal process, the Title IX Coordinator or designee will facilitate it. If the Complainant and the facilitator are satisfied the issue has been resolved, no further action will be taken. If an informal process ends without a satisfactory resolution, the Complainant may choose to pursue a formal process if they wish. An informal process is voluntary; a Complainant does not have to agree to an informal process and if they do pursue an informal resolution, the Complainant may end it at any time. Note: Face-to-face mediation (even on a voluntary basis) is not appropriate or permitted if there are allegations of sexual assault.

If an informal process is not used or fails to resolve the matter, the Title IX Coordinator will promptly initiate an investigation. The Title IX Coordinator is responsible for overseeing the investigation and for determining the appropriate scope of the investigation.

B. Formal Process

The Title IX Coordinator will determine the next steps in the process based on the identity of the Respondent.

- If the Respondent is a student, SAIC's Title IX Coordinator will oversee the investigation; the Vice President and Dean of Student Affairs ("VPSA") will decide whether a policy violation occurred and

if so, the appropriate sanction; and any appeals will be decided by the Provost. The investigation and resolution of matters in which the Respondent is a student are governed by Section C of this Policy and the Student Conduct Procedures. Anyone with a report that a student engaged in Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking should refer to that section of this Policy and the Student Conduct Procedures.

- If the Respondent is a faculty member, the Title IX Coordinator will oversee the investigation in consultation with the Faculty Liaison; the Dean of Faculty and Vice President for Academic Affairs will decide whether a policy violation occurred and if so, the appropriate sanction; and any appeals will be decided by the Provost. The investigation and resolution of matters in which the Respondent is a faculty member are governed by Section D of this Policy, and anyone with a report that a faculty member engaged in Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking should refer to that section of this Policy.
- If the Respondent is a staff member, the Title IX Coordinator and the Director of Employee Relations will oversee the investigation; the Chief Human Resources Officer will decide whether a policy violation occurred and if so, the appropriate sanction; and the Chief Human Resources Officer will also decide any appeals. The investigation and resolution of matters in which the Respondent is a staff member are governed by Section E of this Policy. Anyone with a report that a staff member engaged in Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking should refer to that section of this Policy.
- The Title IX Coordinator will determine the appropriate process to be used, including who will conduct the investigation and who will decide the matter (including appeals), in the following circumstances: (a) if the Respondent is a third party on our premises or in a School program, (b) if the Respondent has dual status in the community (such as a student employee or a staff member who also teaches), and (c) if the Respondent alleges that the Complainant also violated this Policy or another School policy so that there are cross-reports from the Complainant against the Respondent and the Respondent against the Complainant. In these cases, the Title IX Coordinator may use one of the processes outlined above or may combine or coordinate processes as appropriate to the circumstances. The Title IX Coordinator will notify both the Complainant and the Respondent of the process to be used.

C. **Procedures Applicable to Students**

If the Respondent is a student, the Student Conduct Procedures will be utilized for the investigation, resolution, and any appeal, in conjunction with the terms set forth below.

1. **Investigation.** The Title IX Coordinator will designate an investigator (“Investigator”), generally a member of their staff, to investigate the report. The Investigator is responsible for ensuring that the investigation is prompt, thorough, and fair. During the investigation, both the Complainant and the Respondent will be offered the opportunity to explain their understanding of the circumstances and offer any additional information they believe is relevant. SAIC may also meet with and/or gather information from other individuals who may have relevant information.
2. **Time Frame for Investigation and Resolution.** SAIC endeavors to complete the investigation and resolution of a report of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking as promptly as possible. As a general matter, SAIC strives to complete its investigation and resolution (excluding any appeal) of this type of report within sixty (60) calendar days; however, the timeframe for resolution of any particular report will depend on a variety of factors, such as the complexity of the investigation and the severity and extent of the alleged conduct. In addition, if there is a parallel criminal investigation or if the process occurs partially during school breaks, the time needed for investigation and resolution may exceed sixty (60) days. If the School determines that it must extend the time frame for investigation and resolution of a report, it will provide written notice to the Complainant and the Respondent of the revised time frame.

3. **Advisors.** During any investigation into a report of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking, the Complainant and Respondent have the right to be assisted by an advisor. The advisor's role can include helping the Complainant/Respondent prepare their statements (whether written or oral) and/or being a nonparticipating supporter at any meeting that may occur. However, the Complainant/Respondent must speak for themselves and present information on their own. While the party may consult with the advisor, the advisor may not present information or make statements or arguments during any meetings that may occur. Furthermore, the advisor may only be present when the person whom they are advising is also present. Any person who serves as an advisor should plan to make themselves available for meetings throughout the process. An individual may not serve as an advisor if they are a witness or otherwise have information relevant to the report. If either the Complainant or the Respondent intends to bring an advisor to a meeting, then, in advance of the meeting, the party must notify the VPSA in writing of the advisor's name, occupation, relationship to the party, and relationship to the School, if any. Additional information regarding the role of an advisor in a Student Conduct Meeting is set forth in the Student Conduct Procedures in the Student Handbook, Section 2(D). A party may choose to consult with an attorney of their choice at their own expense. Because attorneys for the School represent the School rather than any individual, these attorneys are not available to advise the Complainant or Respondent.
4. **Notice of Meetings.** The Complainant and the Respondent will receive timely notice of meetings at which the Complainant, the Respondent, or both, are invited to be present.
5. **Information Available.** The Complainant and the Respondent will be provided with timely and equal access to any information that will be reviewed during the Student Conduct Meeting. After receipt of this information, both the Complainant and the Respondent have the opportunity to respond in writing to provide additional information and/or to submit questions to the VPSA that they suggest be posed to the other during the Student Conduct Meeting. The VPSA shall determine, in an exercise of their discretion, whether to pose such questions.
6. **Conflict of Interest.** Both the investigation and the Student Conduct Meeting will be conducted by School administrators who do not have a conflict of interest or a potential conflict of interest with the Complainant or the Respondent (e.g., because of familial, intimate, financial, business, or other relationship). An administrator will be considered to have a conflict of interest in the event of a circumstance that would prevent them from being impartial in their review of the report. For example, no administrator should conduct the investigation or serve on a Student Conduct Board if their actions are the subject of the report.

The Complainant and Respondent shall be given prior notice of the individual(s) who will investigate a report or participate in Student Conduct Meetings. Within twenty-four (24) hours of receiving this notice, the Complainant and/or the Respondent shall notify the VPSA if they believe that any of those individuals has a conflict of interest. The notification shall include the basis of the alleged conflict. The VPSA shall determine whether the alleged conflict disqualifies that individual. If an individual is disqualified, the VPSA will select a substitute and the process for identifying conflicts set forth above shall be followed for any such additional individuals.

7. **Resolution.** Refer to the Student Conduct Procedures in the Student Handbook.
8. **Sanction.** Potential sanctions are set forth in the Student Conduct Procedures section of the Student Handbook under Sanctions.
9. **Simultaneous Notification of Decision.** The Complainant and the Respondent will be simultaneously notified, in writing, of the decision whether a violation of this Policy was found to have occurred; if so, the sanction; the rationale for the result and any sanction; and the appeal process. The Complainant will also be notified of any individual remedies offered or provided to the Complainant and steps SAIC has taken to eliminate the hostile environment, if SAIC finds one to exist, and prevent recurrence.

10. **Appeal.** Either the Complainant or the Respondent may appeal the decision made by the VPSA within five (5) business days after receiving notice of the decision. An appeal must be made to the Title IX Coordinator. An appeal must be made in writing, and must state the basis for the appeal. Appeals are only permitted to proceed if the written notice of the appeal identifies (a) a procedural error that allegedly occurred; (b) new information that was not available at the time of the Student Conduct Meeting and that would substantially change the outcome, or (c) one or more reasons why the sanction is disproportionate with the violation.

The appeal shall be decided by the Provost or their designee. The Title IX Coordinator will advise both the Complainant and the Respondent of the individual who will decide the appeal (“Appeal Reviewer”). Within twenty-four (24) hours of receiving this notice, the Complainant and/or the Respondent shall notify the Title IX Coordinator if they believe that the Appeal Reviewer has a conflict of interest that would preclude them from deciding the appeal. The notification shall include the basis of the alleged conflict. The Title IX Coordinator shall determine whether the alleged conflict disqualifies that individual. If an individual is disqualified from a particular appeal, the School will select a substitute and the process for identifying conflicts set forth above shall be followed.

After the Appeal Reviewer is determined, they will first evaluate the notice of appeal to determine whether one of the three bases for appeal is alleged. If not, the appeal will be dismissed. If so, the Appeal Reviewer will notify the Complainant and the Respondent that the appeal is under consideration as well as whether any change to the prior decision will be made pending resolution of the appeal. The Appeal Reviewer may undertake any inquiries that they deem appropriate, including but not limited to requesting the Title IX Coordinator’s office to conduct additional investigation. Following their examination of the matter, the Appeal Reviewer may grant or deny the appeal or take any action that they deem appropriate. The Appeal Reviewer will simultaneously notify the Complainant and the Respondent, in writing, of the decision on appeal, any changes to the result, and that the decision is final. This notice must be provided within seven (7) business days of the decision of the appeal. The Appeal Reviewer will also notify the VPSA of the decision.

Underage Drinking/Drug Protection: SAIC will not find a student responsible for violating the SAIC Rules of Conduct with respect to use of alcohol or drugs if they are sexually assaulted while under the influence of alcohol or drugs or if they report, in good faith, an alleged violation of this Policy and were engaged in underage drinking or illegal use of drugs during the incident. However, SAIC may provide referrals to counseling and/or require educational sessions to address the alcohol or drug use in such cases. Excluded from this protection are all students accused of encouraging or voluntarily participating in the assault/sexual assault.

D. **Procedures Applicable to Faculty**

In reports where the Respondent is a faculty member, the following procedures will be used to ensure a prompt, fair, and impartial process.

1. **Investigation.** The Title IX Coordinator will designate an investigator (“Investigator”), generally a member of their staff, to investigate the report. The Investigator is responsible for ensuring that the investigation is prompt, thorough, and fair. The Investigator will collaborate with the Faculty Liaison on the investigation and may enlist the assistance of Campus Security or others at the School as needed.

During the investigation, both the Complainant and the Respondent will be offered the opportunity to explain their understanding of the circumstances and offer any additional information that they believe is relevant. The Investigator may also meet with and/or gather information from other individuals who may have relevant information.

2. **Time Frame for Investigation and Resolution.** SAIC will endeavor to complete the investigation and resolution of a report of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking as promptly as possible. As a general matter, SAIC strives to complete its investigation and resolution

(excluding any appeal) of this type of report within sixty (60) calendar days; however, the time frame for resolution of any particular report will depend on a variety of factors, such as the complexity of the investigation and the severity and extent of the alleged conduct. In addition, if there is a parallel criminal investigation or if the process occurs partially during school breaks, the time needed for investigation and resolution may exceed sixty (60) days. If the School determines that it must extend the time frame for investigation and resolution of a report, it will provide written notice to the Complainant and the Respondent of the revised time frame.

3. **Advisors.** During any investigation into a report of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking, the Complainant and Respondent have the right to be assisted by an advisor. The advisor's role can include helping the Complainant/Respondent prepare their statements (whether written or oral) and/or being a nonparticipating supporter at any meeting that may occur. However, the Complainant/Respondent must speak for themselves and present information on their own. While the party may consult with the advisor, the advisor may not present information or make statements or arguments during any meetings that may occur. Furthermore, the advisor may only be present when the person whom they are advising is also present. Any person who serves as an advisor should plan to make themselves available for meetings throughout the process. An individual may not serve as an advisor if they are a witness or otherwise have information relevant to the report. If either the Complainant or the Respondent intends to bring an advisor to a meeting, then, in advance of the meeting, the party must notify the Title IX Coordinator in writing of the advisor's name, occupation, relationship to the party, and relationship to the School, if any. A party may choose to consult with an attorney of their choice at their own expense. Because attorneys for the School represent the School rather than any individual, these attorneys are not available to advise the Complainant or Respondent.
4. **Notice of Meetings.** The Complainant and the Respondent will receive timely notice of meetings at which the Complainant, the Respondent, or both, are invited to be present.
5. **Information Available.** The Complainant and the Respondent will be provided with timely and equal access to investigative materials submitted by the Investigator as well as any other information that the Dean of Faculty will review in reaching a decision.
6. **Conflict of Interest.** Both the investigation and resolution of a report will be conducted by School administrators who do not have a conflict of interest or a potential conflict of interest with the Complainant or the Respondent (e.g., because of familial, intimate, financial, business or other relationship). An administrator will be considered to have a conflict of interest in the event of a circumstance that would prevent them from being impartial in their review of the report. For example, no administrator should conduct the investigation or make the determination if their actions are the subject of the report. If a question arises as to whether the Investigator, the Faculty Liaison, or the Dean of Faculty has a conflict of interest, the Title IX Coordinator will review the alleged conflict and determine whether a conflict exists and, if so, will designate another administrator to perform the role of the disqualified administrator.
7. **Resolution.** Upon completion of the investigation, the Dean of Faculty will determine whether the Respondent violated this Policy. The determination shall be made on the basis of whether it is more likely than not that the Respondent violated this Policy. If the Dean of Faculty determines that the Respondent violated this Policy, then they will also determine the appropriate sanction and take prompt and appropriate action to stop the prohibited conduct. The Dean of Faculty will also take action to ensure that the violation will not recur. Even where a violation is not found, it may be appropriate to counsel individuals regarding their behavior.
8. **Sanction.** Violations of this Policy can lead to corrective action ranging from a notation in the Respondent's file, up to and including termination. In cases where the Dean of Faculty determines that termination is the appropriate sanction, they must first advise the President of the School. If the President agrees, the faculty member will be terminated immediately, except that faculty members with tenure or whose term appointment has not expired. For those faculty, the matter will proceed in

accordance with Section 9.C., AAUP Statements on Academic Due Process Procedures, in the Faculty Handbook Supplement. If the President disagrees with the Dean of Faculty's determination that the Respondent should be terminated, the Dean will determine an appropriate alternative sanction.

9. **Simultaneous Notification of Decision.** The Complainant and the Respondent will be simultaneously notified, in writing, of the decision whether a violation of this Policy was found to have occurred; if so, the sanction; the rationale for the result and any sanction; and the appeal process. The Complainant will also be notified of any individual remedies offered or provided to the Complainant and steps the Dean of Faculty has taken to eliminate the hostile environment, if the Dean of Faculty finds one to exist, and prevent recurrence.
10. **Appeal.** Either the Complainant or the Respondent may appeal the decision of the Dean of Faculty within five (5) business days after receiving notice of the decision. The Dean of Faculty has the discretion to decide whether any sanction that may have been imposed will be carried out, revised, or held in abeyance during this five (5) day period and also while an appeal is being considered and decided. An appeal must be made in writing, must be submitted to the Dean of Faculty, and must state the basis for appeal. Appeals are only permitted to proceed if the written notice of appeal identifies new information that was not available at the time of the investigation and resolution and the new information would substantially change the outcome. If the notice indicates that there is such new information, the Dean of Faculty will notify the Complainant and the Respondent of the need to follow up on the new information. The Dean of Faculty may undertake any inquiries that they deem appropriate, including but not limited to requesting the Title IX Coordinator's office to conduct additional investigation. Following their examination of the matter, the Dean of Faculty may grant or deny the appeal or take any action that they deem appropriate. The Dean of Faculty will notify the Complainant and the Respondent simultaneously, in writing, of the decision on the appeal, any changes to the result, and that the decision is final.

E. **Procedures Applicable to Staff**

In matters where the Respondent is a staff member, the following procedures will be used to ensure a prompt, fair, and impartial process.

1. **Investigation.** The Title IX Coordinator will designate an investigator ("Investigator"), generally a member of their staff, to conduct an investigation into the report. The Investigator is responsible for ensuring that the investigation is prompt, thorough, and fair. During the investigation, the Respondent and the Complainant will each be offered the opportunity to explain their understanding of the circumstances and offer any additional information that they believe is relevant. The investigation typically includes interviews with the Complainant, the Respondent, and any witnesses.
2. **Time Frame for Investigation and Resolution.** SAIC will endeavor to complete the investigation and resolution of a report of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking as promptly as possible. As a general matter, SAIC strives to complete its investigation and resolution (not including any appeal) of this type of report within sixty (60) calendar days; however, the time frame for resolution of any particular report will depend on a variety of factors, such as the complexity of the investigation and the severity and extent of the alleged conduct. In addition, if there is a parallel criminal investigation or if the process occurs partially during school breaks, the time needed for investigation and resolution may exceed sixty (60) days. If the School determines that it must extend the time frame for investigation and resolution of a report, it will provide written notice to the Complainant and the Respondent of the revised time frame.
3. **Advisors.** During any investigation into a report of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking, the Complainant and Respondent have the right to be assisted by an advisor. The advisor's role can include helping the Complainant/Respondent prepare their statements (whether written or oral) and/or being a nonparticipating supporter at any meeting that may occur. However, the Complainant/Respondent must speak for themselves and present information on their own. While the party may consult with the advisor, the advisor may not present information or make statements

or arguments during any meetings that may occur. Furthermore, the advisor may only be present when the person whom they are advising is also present. Any person who serves as an advisor should plan to make themselves available for meetings throughout the process. An individual may not serve as an advisor if they are a witness or otherwise have information relevant to the report. If either the Complainant or the Respondent intends to bring an advisor to a meeting, then, in advance of the meeting, the party must notify the Title IX Coordinator in writing of the advisor's name, occupation, relationship to the party, and relationship to the School, if any. A party may choose to consult with an attorney of their choice at their own expense. Because attorneys for the School represent the School rather than any individual, these attorneys are not available to advise the Complainant or Respondent.

4. **Notice of Meetings.** The Complainant and the Respondent will receive timely notice of meetings at which the Complainant, the Respondent, or both, are invited to be present.
5. **Information Available.** The Complainant and the Respondent will be provided with timely and equal access to information that the Chief Human Resources Officer will review in reaching a decision on the resolution of the report.
6. **Conflict of Interest.** Both the investigation and resolution of a report will be conducted by administrators who do not have a conflict of interest or a potential conflict of interest with the Complainant or the Respondent (e.g., because of familial, intimate, financial, business or other relationship). An administrator will be considered to have a conflict of interest in the event of a circumstance that would prevent them from being impartial in their review of the report. For example, no administrator should conduct the investigation or make the determination if their actions are the subject of the report. If a question arises as to whether the Investigator or the Chief Human Resources Officer has a conflict of interest, the Title IX Coordinator will review the alleged conflict and determine whether a conflict exists and, if so, will designate another administrator to perform the role of the disqualified administrator.
7. **Resolution.** Upon completion of the investigation, the Chief Human Resources Officer will determine whether the Respondent violated this Policy. The determination shall be made on the basis of whether it is more likely than not that the Respondent violated this Policy. If a violation is found, the Chief Human Resources Officer will then determine the appropriate sanction and take prompt and appropriate action to stop the prohibited conduct. The Chief Human Resources Officer will also take action to ensure that the violation will not recur. Even where a violation is not found, it may be appropriate to counsel individuals regarding their behavior.
8. **Sanction.** Violations of this Policy can lead to corrective action ranging from a notation in the Respondent's file, up to and including termination.
9. **Simultaneous Notification of Decision.** The Complainant and the Respondent will be simultaneously notified, in writing, whether a violation of this Policy was found to have occurred; if so, the sanction; the rationale for the result and any sanction; and the appeal process. The Complainant will also be notified of any individual remedies offered or provided to the Complainant and the steps the Chief Human Resources Officer has taken to eliminate the hostile environment, if the Chief Human Resources Officer finds one to exist, and prevent recurrence.
10. **Appeal.** Either the Complainant or the Respondent may appeal the decision of the Chief Human Resources Officer within five (5) business days after receiving notice of the decision. The Chief Human Resources Officer has the discretion to decide whether any sanction that may have been imposed will be carried out, revised, or held in abeyance during this five (5) day period and also while an appeal is being considered and decided. An appeal must be made in writing, must be submitted to the Chief Human Resources Officer, and must state the basis for appeal. Appeals are only permitted to proceed if the written notice of appeal identifies new information that was not available at the time of the investigation and resolution and the new information would substantially change the outcome of the finding. If the notice indicates that there is such new information, the Chief Human Resources Officer will notify the Complainant and the Respondent of the need to follow up on the new information. The

Chief Human Resources Officer may undertake any inquiries that they deem appropriate. Following their examination of the matter, the Chief Human Resources Officer may grant or deny the appeal or take any action that they deem appropriate, including but not limited to requesting the Title IX Coordinator's office to conduct additional investigation. The Chief Human Resources Officer will notify the Complainant and the Respondent simultaneously, in writing, of the decision on the appeal, any changes to the result, and that the decision is final.

VII. Resources

SAIC is committed to providing support and resources that are broadly accessible to all SAIC community members.

Anyone who has experienced Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking is urged to immediately seek help. Help includes seeking medical assistance, seeking confidential counseling or crisis response, filing a report with law enforcement, and/or making a report to SAIC. Campus Security (or a designated SAIC staff member) will help any individual who has experienced Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking, including providing transportation to the hospital, assisting with contacts to law enforcement, and offering information about SAIC's resources. Although SAIC encourages all members of its community to report any incidents of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking to the police, the individual who experienced Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking may choose not to make a report to the police.

Emergency Resources

On-Campus Resources

- **SAIC Campus Security**
312.899.1230
Available 24/7
Ask to speak to supervisor on duty

Off-Campus Resources

- **Northwestern Memorial Hospital Emergency Department**
250 E. Erie St.
312.926.5188
Hospitals are required to provide a no-cost medical examination for a person who has experienced sexual assault.
- **Chicago Police Department**
1718 S. State St.
312.745.4290
- **Chicago Police Emergency**
Call 911

Confidential Resources (Medical/Counseling/Advocacy)

On-Campus Resources

- **Confidential Advisor (Students)**
Teresa J. Sit
312.499.4271 | tsit@saic.edu
- **Health Services (Students)**
312.499.4288 | healthservices@saic.edu
- **Counseling Services (Students)**
312.499.4271 | counselingservices@saic.edu
- **Employee Assistance Program (Faculty/Staff)**
800.311.4327

Off-Campus Resources

- **Northwestern Memorial Hospital Emergency Department**
250 E. Erie St.
312.926.5188
- **Center on Halsted**
773.472.6469
LGBTQ Violence Resource Line
773.871.2273
- **City of Chicago Domestic Violence Helpline**
877.863.6338
- **Porchlight Counseling Services**
Evanston, IL
773.750.7077
- **KAN-WIN (multilingual advocacy)**
773.583.1392
kanwin.org
- **Resilience**
180 N. Michigan Ave., suite 600
312.443.9603
- **YWCA Metropolitan Chicago**
1 N. LaSalle St., suite 1150
312.372.6600

Additional Resources

On-Campus Resources

- **SAIC Student Financial Services (financial assistance)**
36 S. Wabash Ave., suite 1200
Chicago, IL 60603
312.629.6660 (extension 9 for Receptionist)

Off-Campus Resources

- **VOICES Campus Partners**
- **Life Span Center for Legal Services & Advocacy**
Kailey Hopkins (Paralegal/Advocate)
70 E. Lake St., suite 600
Chicago, IL 60601
312.408.1210 | khopkins@life-span.org
- **Legal Assistance Foundation of Chicago**
lafchicago.org
- **National Immigrant Justice Center**
208 S. LaSalle St., suite 1300
312.660.1370
immigrantjustice.org

Additional information on what to do if you have experienced Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking is available in Section VIII, Information Regarding Sexual Assault, Domestic Violence, Dating Violence, and Stalking.

VIII. Information Regarding Sexual Assault, Domestic Violence, Dating Violence, and Stalking

What to Do If You Are the Victim of Sexual Assault

These are important steps to take right away after an assault:

- Get away from the person who assaulted you and to a safe place as fast as you can. Then call 911.
- Call a friend or family member you trust. You may also want to call a crisis center or a hotline to talk with a counselor. Hotline resources include the National Sexual Assault Hotline at 800.656.HOPE (4673) or the Chicago Rape Crisis Hotline (888.293.2080). Feelings of shame, guilt, fear, and shock are normal. It is important to get counseling from a trusted professional.
- Do not wash, comb, or clean any part of your body. Do not change clothes if possible, so that hospital staff can collect evidence. Do not touch or change anything at the scene of the assault. The police or other investigators may be able to collect more evidence if the scene has not been cleaned or disturbed.

- Go to your nearest hospital emergency room as soon as possible. You need to be examined, treated for any injuries, and screened for possible sexually transmitted infections (STIs) or pregnancy. The doctor will collect evidence using a rape kit for fibers, hairs, saliva, semen, or clothing that the person who assaulted you may have left behind. This evidence may help the police and prosecutors find and charge the perpetrator or may help you if you seek an order of protection. Illinois law requires hospitals to provide free treatment to sexual assault survivors. You may want to contact the Rape Victim Advocates to assist you.

While at the hospital:

- If you decide you want to file a police report, you or the hospital staff can call the police from the emergency room.
- Ask the hospital staff to connect you with the local rape crisis center. The center staff can help you make choices about reporting the attack and getting help through counseling and support groups.

Adapted from womenshealth.gov

Domestic Violence or Dating Violence—Warning Signs and How to Get Help

Domestic violence or dating violence can happen to anyone of any race, age, sexual orientation, religion, or gender. It can happen to couples who are married, living together, or dating. Domestic violence or dating violence affects people of all socioeconomic backgrounds and education levels.

The following are not necessarily Policy violations; whether there is a Policy violation depends on the specific circumstances. However, these are some warning signs that you may be experiencing emotional or physical abuse if your partner has done or repeatedly does any of the following:

- Monitors what you're doing all the time
- Unfairly accuses you of being unfaithful all the time
- Prevents or discourages you from seeing friends or family
- Prevents or discourages you from going to work or school
- Gets very angry during and after drinking alcohol or using drugs
- Controls your use of needed medicines
- Decides things for you that you should be allowed to decide (like what to wear or eat)
- Humiliates you in front of others
- Destroys your property or things that you care about
- Threatens to hurt you, the children, or pets
- Hurts you (by hitting, beating, pushing, shoving, punching, slapping, kicking, or biting)
- Uses (or threatens to use) a weapon against you
- Forces you to have sex against your will
- Controls your birth control or insists that you get pregnant
- Blames you for their violent outbursts
- Threatens to self-harm when upset with you
- Says things like, "If I can't have you then no one can."

If you think someone is abusing you, get help. Abuse can have serious physical and emotional effects. No one has the right to hurt you.

Adapted from womenshealth.gov

How to Get Help

Contact the Chicago Police Department (911), Campus Security (312.899.1230), or the Domestic Violence Hotlines (national: 800.799.7233; Chicago/local: 877.863.6338) to get information on campus and local resources as well as your legal options. Please see Section III, Difference between Confidentiality and Privacy, which explains the duties of various SAIC employees with respect to confidentiality.

Identify your partner's use and level of force so that you can assess the risk of physical danger to you and others before it occurs.

If possible, have a phone accessible at all times and know what numbers to call for help. Know where the nearest public phone is located. Know the phone number to your local battered women's shelter. If your safety is at risk, call the Chicago Police Department (911).

Let trusted friends and neighbors know of your situation and develop a plan and visual signal for when you need help.

Adapted from the National Domestic Violence Hotline: thehotline.org

Stalking—Warning Signs and How to Get Help

Stalking is a crime. A stalker can be someone you know well or not at all. Most stalkers have dated or been involved with the people they stalk. The following are not necessarily Policy violations; whether there is a Policy violation depends on the specific circumstances. However, these are some warning signs that you may be experiencing stalking. Stalkers may:

- Repeatedly call you, including hang-ups or contact you repeatedly through electronic communication and social media
- Follow you and show up wherever you are
- Send unwanted gifts, letters, texts, or emails
- Damage your home, car, or other property
- Monitor your phone calls or computer use
- Use technology, like hidden cameras or global positioning systems (GPS), to track where you go
- Drive by or hang out at your home, school, or work
- Threaten to hurt you, your family, friends, or pets
- Find out about you by using public records or online search services, hiring investigators, going through your garbage, or contacting friends, family, neighbors, or coworkers
- Other actions that control, track, or frighten you

Adapted from the National Center for Victims of Crime: victimsofcrime.org

How to Get Help If You Are Being Stalked

Stalking is unpredictable and dangerous. No two stalking situations are alike. There are no guarantees that what works for one person will work for another, yet you can take steps to increase your safety.

- If your safety is at risk, call 911.
- Trust your instincts. Don't downplay the danger. If you feel you are unsafe, you probably are.
- Take threats seriously.
- Contact Campus Security, a crisis hotline, a victim services agency, or a domestic violence or rape crisis program. They can help you devise a safety plan, give you information about local laws, refer you to other services, and weigh options such as seeking an order of protection. (For more information, see Section IV, Resources.) Please see Section III, Difference between Confidentiality and Privacy, which explains the duties of various SAIC employees with respect to confidentiality.

- Develop a safety plan, including things like changing your routine, arranging a place to stay, and having a friend or relative go places with you. Also, decide in advance what to do if the stalker shows up at your home, work, school, or somewhere else. Tell people how they can help you.
- Don't communicate with the stalker or respond to their attempts to contact you.
- Keep evidence of the stalking. When the stalker follows you or contacts you, write down the time, date, and place. Keep emails, phone messages, letters, or notes. Photograph anything of yours the stalker damages and any injuries the stalker causes. Ask witnesses to write down what they saw.
- Contact the police, as Illinois has a stalking law. SAIC staff and local resources are available to assist should you choose to contact law enforcement.
- Consider getting a court order that tells the stalker to stay away from you.
- Tell your family, friends, roommates, coworkers, Campus Security, and the Office of Student Affairs about the stalking and seek their support.

Keeping Safe When Traveling around Campus and the City

- Try to arrive at and leave social gatherings with a group of people you trust.
- Avoid giving out your personal information (phone number, where you live, etc.). If someone asks for your number, take their number instead of giving out yours.
- Keep track of your drinking. Watch your drink as it is made and don't leave it unattended; avoid group drinks.
- If you feel extremely tired or drunk for no apparent reason, find your friends and ask them to leave with you as soon as possible.
- Make sure your cell phone is easily accessible and fully charged.
- Be familiar with where emergency phones are installed in SAIC buildings.
- Avoid dimly lit places; take major, public paths rather than less populated shortcuts.
- Pay attention to your surroundings. Avoid putting music headphones in your ears and/or using your smartphone when walking alone.
- If walking feels unsafe, especially after dark, try to walk with a friend or contact Campus Security to request an escort or utilize the SAIC Safe Ride service (9:00 p.m.-6:00 a.m. during fall and spring semesters) or request an SAIC Safe Walk escort (9:00 p.m.-6:00 a.m. during summer and winter terms).
- Carry a noisemaker (like a whistle) and/or a small flashlight on your keychain.

What to Do If Someone You Know Is at Risk of Sexual Assault, Domestic Violence, Dating Violence, or Stalking

SAIC is a community, and we all have a responsibility to support each other. A "bystander" is someone other than the victim who is present when an act of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking is occurring or when a situation is occurring in which a reasonable person feels as though some protective action is required to prevent Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking. Bystanders, if active, can prevent harm or intervene before a situation gets worse. Examples of active bystander intervention include:

- Not leaving an overly intoxicated person in a bar/party alone
- Calling police when a potentially violent situation is unfolding
- Not leaving an unconscious person alone; instead, alert Campus Security or a staff member
- Intervening when someone is being belittled, degraded, or emotionally abused; instead, walking the victim away from the abuser and/or contact an SAIC staff member for help

If you become aware that a member of the SAIC community is the victim of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking, contact the Chicago Police Department (911), Campus Security, the Title IX Coordinator, or the Assistant Dean of Student Affairs for Student Support and Conflict Resolution. Additional resources are listed in Section VII, Resources.

IX. Education and Prevention Programs

SAIC provides education programs to promote awareness of Sexual Assault, Domestic Violence, Dating Violence, and Stalking. Educational programming consists of primary prevention and awareness programs for all incoming students and new staff and faculty. It also includes ongoing awareness and prevention campaigns for students, staff, and faculty. Learning outcomes for these programs include that participants will be able to:

- Identify Sexual Assault, Domestic Violence, Dating Violence, and Stalking as prohibited conduct;
- Define Sexual Assault, Domestic Violence, Dating Violence, and Stalking under SAIC's Policy and under Illinois law;
- Define behavior that constitutes consent to sexual activity under Illinois law;
- Provide safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking against a person other than the bystander;
- Provide information on risk reduction so that students, staff and faculty may recognize warning signs of abusive behavior and how to avoid potential attacks;
- Provide an overview of information contained in the Annual Security Report in compliance with the Clery Act.

SAIC has developed an annual educational campaign consisting of presentations that include: New Student Orientation, New Employee Orientation, New Faculty Orientation, Communication Program (to include signage, brochures, and email), Campus Security Authority Training, Investigator/Adjudicator Training, Web-based Manager Training, and Security Officer Training.

In addition, SAIC, by means of this Policy, provides written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to those who have experienced Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking, both within SAIC and in the community. See Section VII, Resources.

X. Orders of Protection

Orders of protection (also referred to as restraining orders) are legal orders, put in place by a judge, that restrict or limit the amount of contact a person can have with another person.

SAIC takes all existing orders of protection seriously.

If you have an order of protection, protecting you from someone else, we ask that you please inform Campus Security so that they have it on record. This will help SAIC in case there is an issue with the offender. To do so, please email Art Jackson, director of Campus Security, ajackson@saic.edu.

If you are having an issue with a person, Campus Security can help explain the process for obtaining an order of protection.

For more information on obtaining an order of protection, please visit this website: womenslaw.org/laws_state_type.php?id=509&state_code=IL&open_id=11067.

XI. Applicable Illinois State Law

Under the Violence Against Women Reauthorization Act of 2013, SAIC is required to provide the following information about applicable Illinois State law.

Illinois Preventing Sexual Violence in Higher Education Act:
ilga.gov/legislation/ilcs/ilcs3.asp?ActID=3672&ChapterID=18

Definition of “Consent” to Sexual Act: ilga.gov/legislation/ilcs/documents/072000050K11-1.70.htm

Illinois Domestic Violence Act of 1986: ilga.gov/legislation/ilcs/ilcs3.asp?ActID=2100&ChapterID=59

Illinois Stalking Statutes

Stalking, 720 ILCS 5/12-7.3: ilga.gov/legislation/ilcs/fulltext.asp?DocName=072000050K12-7.3

Aggravated stalking, 720 ILCS 5/12-7.4: ilga.gov/legislation/ilcs/documents/072000050K12-7.4.htm

UNAUTHORIZED ANIMALS

Animals are not allowed in any SAIC campus building with the following exceptions:

Service Animals

A service animal is any dog (or in some cases a miniature horse) that is individually trained to do work or perform tasks for the benefit of a student with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. The work or task that the service animal performs must be directly related to the student’s disability, and can include a wide variety of services, such as assisting those with low vision, alerting students who are deaf or hard of hearing, recognizing an impending seizure, and retrieving items such as medicine or the telephone.

Students who use a service animal are not required to register the animal with SAIC. However, students that intend to bring a service animal to campus (including the residence halls) are highly encouraged to notify the Disability and Learning Resource Center (DLRC) at 312.499.4278. The DLRC can support the student by clarifying resources, policies, and helping the student navigate any logistical issues raised by the animal’s presence.

Service animals are permitted in all SAIC buildings. However, SAIC reserves the right to require the student to immediately remove a service animal from any SAIC building if (i) the animal poses a direct threat to the health or safety of others, (ii) the owner cannot effectively control the animal, or (iii) the animal is not housebroken.

Emotional Support Animals

An emotional support animal is an animal that is necessary to afford a student with a disability an equal opportunity to use and enjoy on-campus housing. There must be an identifiable relationship between the disability and the assistance that the animal provides the student. An emotional support animal is only permitted in the student’s assigned residence hall room and outdoor spaces adjacent to the building, if necessary. Emotional support animals are not permitted in other parts of the residence hall or in other campus buildings. SAIC will typically notify a student’s roommates that an animal, including the type of animal, has been approved to be in the living space.

As determined by SAIC, any animal that may present a risk of harm to others, that may be disruptive to the community, or that requires live feed, such as snakes and lizards, are not permitted in the residence halls as an emotional support animal. In addition, an emotional support animal must be an appropriate size and weight for the student’s assigned housing space, as determined by SAIC.



RESOURCES AND INFORMATION FOR SAIC COMMUNITY MEMBERS REPORTING SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING

Any member of the SAIC community who reports experiencing sexual assault, domestic violence, dating violence, and/or stalking should be aware of available resources, as well as SAIC's policy and procedures regarding these matters. We can assist you in accessing resources regarding counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to you both on-campus at SAIC and off-campus in the community (see reverse). SAIC community members are encouraged to access information and support regardless of their desire to pursue a formal process with SAIC or make a report to law enforcement.

Making a Report:

- You have the right to choose whether to report this incident to SAIC, law enforcement, or both. We can assist you in notifying the police and Campus Security (or a designated SAIC staff member). You may also decline to notify the police. You can find contact information for these individuals on the reverse side.
- SAIC will maintain the privacy of your information by sharing it only with those SAIC employees who "need to know" in order to assist in the review, investigation, or resolution of the report. If an investigation is required, the information may also be shared with the alleged offender(s) or others as required to conduct a complete and fair investigation.
- Although SAIC manages this information with discretion, it is not possible to maintain confidentiality for any information other than information provided to the Confidential Advisor, counselors in Counseling Services, and nurses in Health Services. These services are provided to SAIC students. The Employee Assistance Program is a confidential resource available to faculty and staff.
- SAIC does not publicize the name of crime victims nor does it include identifiable information in Campus Security's Daily Crime Log (please see Annual Security Report).
- It is important to preserve evidence that may be helpful if you choose to make a report to SAIC or law enforcement (e.g. text messages or pictures).

Interim Protective Measures:

- You may request interim protective measures from SAIC, such as a change in academic class schedule, on-campus housing assignment or working situation, on-campus transportation assistance, and/or a no-contact instruction. These will be provided to you if they are reasonably available, regardless of whether you choose to pursue a formal process with the School or make a report to law enforcement. SAIC will maintain the privacy of any such protective measures to the extent that it can maintain such privacy and still provide the requested assistance.
- You may also seek interim protective measures through a legal order of protection or no contact order in state court. Free legal advocacy is available to SAIC students, faculty, and staff (see reverse).
- SAIC takes all existing orders of protection seriously. You can notify Campus Security of an order of protection by emailing Art Jackson, Director of Campus Security, at ajackson@saic.edu.

Summary of Procedures:

- If a report is made to SAIC, the individual making the report is referred to as the "Complainant"; the individual accused of sexual assault, domestic violence, dating violence, and/or stalking is referred to as the "Respondent." The Sexual Assault, Domestic Violence, Dating Violence, and Stalking Policy (referred to as the Policy) will apply.
- **If a student is the Respondent**, the Title IX Coordinator will oversee the investigation and the Vice President and Dean of Student Affairs (or designee) shall decide whether a Policy violation occurred, and if so, the appropriate sanction(s). The Student Conduct Process and the Procedures Applicable to Students in the Student Handbook will apply.
- **If a faculty member is the Respondent**, the Title IX Coordinator will oversee the investigation, and the Vice President and Dean of Faculty (or designee) shall decide whether a Policy violation occurred, and if so, the appropriate sanction(s). The Procedures Applicable to Faculty in the Policy will apply.
- **If a staff member is the Respondent**, the Title IX Coordinator will oversee the investigation, and the Chief Human Resources Officer (or designee) shall decide whether a Policy violation occurred, and if so, the appropriate sanction(s). The Procedures Applicable to Staff in the Policy will apply.
- The Title IX Coordinator may determine SAIC has an obligation to conduct an investigation even if you do not seek to do so yourself, SAIC will consider your preference regarding whether and how to proceed. If you do not want to pursue an investigation, SAIC will determine whether it can honor such a request while still providing a safe and nondiscriminatory environment for all SAIC community members. In addition, the Title IX Coordinator may determine in certain cases that the report, even if substantiated, is insufficient to state a violation of the Policy and will notify the Complainant that the matter will be closed.

- You may have an advisor present with you during any meeting related to the investigation and resolution. The Respondent has the same option.
- SAIC endeavors to complete the investigation and resolution (not including the appeal) within sixty (60) calendar days. Because timeframes for investigations vary, SAIC may extend this timeframe for good cause with written notice to you and the Respondent of the revised timeframe and reason for it.
- You and the Respondent will be informed of the outcome of any formal process as well as the appeal process.
- Conduct may violate SAIC’s Policy even if it is not found to violate the law; persons who commit behavior in violation of federal, state, or local laws may also be subject to criminal charges. The SAIC investigation and resolution process is independent of any criminal investigation or proceeding.
- Retaliation against you or anyone who participates in the investigation is prohibited and you should report any incidents of retaliation to SAIC.
- Students with disabilities may request a reasonable accommodation to facilitate their participation in the Student Conduct Procedures. To request an accommodation, the student should submit a request to the Disability and Learning Resource Center (DLRC), which can be reached at 312.499.4278. To support the request for accommodation, the student will need to provide appropriate documentation of the disability to the DLRC specialist handling the request.

Additional resources and the School’s Sexual Assault, Domestic Violence, Dating Violence, and Stalking Policy, may be found in the Student Handbook and at www.saic.edu/stopsexualviolence.

To make an electronic report, visit www.saic.edu/reportsexualviolence.

<u>On-Campus Resources</u>	<u>Off-Campus Resources</u>
<p><i>Title IX Coordinator</i> Luma Asanoski 312.499.4165 lasanoski@saic.edu</p> <p><i>Deputy Title IX Coordinator</i> D. Lance Lockett 312.629.3381 dlockett@saic.edu</p> <p>116. S. Michigan Ave., 12th floor</p>	<p><i>Chicago Police Department</i> 1718 S. State St. 312.745.4290</p>
<p><i>Confidential Advisor (Students)</i> Teresa Sit 116 S. Michigan Ave., 13th floor 312.499.4271 tsit@saic.edu</p>	<p><i>Northwestern Memorial Hospital Emergency Department</i> 250 E. Erie St. 312.926.5188</p>
<p><i>Intake Person (Students)</i> Michael Blackman or Dean on Call Assistant Dean of Student Affairs for Student Support & Conflict Resolution 312.629.6725 mblackman@saic.edu</p>	<p><i>Legal Assistance Foundation of Chicago</i> lafchicago.org</p> <p><i>Rape Crisis Hotline</i> 888.293.2080</p>
<p><i>Intake Person (Faculty)</i> Raja El Halwani Faculty Liaison 312.345.3751 relhalwani@saic.edu</p>	<p><i>Life Span Center for Legal Services & Advocacy</i> Sasha Solov, Advocate 70 E. Lake Street, Suite 600 Chicago, IL 60601 312.408.1210 ssolov@life-span.org</p>
<p><i>Intake Person (Staff)</i> Antoinette Murril Director of Employee Relations & Training 312.629.3380 amurril@artic.edu</p>	
<p><i>SAIC Campus Security</i> 312.899.1230 Available 24/7 Ask to speak to supervisor on duty</p>	<p><i>City of Chicago Domestic Violence Helpline</i> 877.863.6338</p>
<p><i>Counseling Services (Students)</i> 312.499.4271 counselingservices@saic.edu</p>	<p><i>Center on Halsted</i> 773.472.6469 LGBTQ Violence Resource Line 773.871.2273</p>
<p><i>Health Services (Students)</i> 312.499.4288 healthservices@saic.edu</p>	<p><i>National Immigrant Justice Center</i> 208 S. LaSalle St., suite 1300 312.660.1370 immigrantjustice.org</p>
<p><i>Employee Assistance Program (Faculty/Staff)</i> 800.311.4327</p>	<p><i>Porchlight Counseling Services</i> Evanston, IL 773.750.7077</p>