

November 1, 2017

## **Illinois Preventing Sexual Violence in Higher Education Act Annual Report**

Northwestern University is committed to fostering an environment in which all members of our community are safe, secure, and free from sexual misconduct of any form. Northwestern's Policy on Sexual Misconduct (Attachment A) prohibits all forms of sexual misconduct, including sexual assault, sexual exploitation, stalking, dating and domestic violence, and sexual harassment. When an incident of alleged sexual misconduct is reported to the University, whether it is reported in person, by email, electronically, anonymously, or through another person, the Office of Equity reaches out to the potentially impacted person(s) to offer information and resources, including "You Have Options. Northwestern Can Help: Resource Guide on Sexual Misconduct and Title IX" (Attachment B).

A person who reports an act of sexual misconduct by a member of the Northwestern community has the option to request that the University adjudicate whether a violation of the Policy on Sexual Misconduct occurred. Northwestern uses the Sexual Misconduct Complaint Resolution Process (Attachment C) to investigate and resolve complaints of sexual misconduct. Disciplinary action can be taken against any student, staff, or faculty member who is determined to have violated the policy. When Northwestern receives reports alleging sexual misconduct by individuals not affiliated with the University (and not otherwise connected to a University program or activity), support and resources are offered to the impacted individual(s) and other measures that may be needed to secure the safety of the community are taken.

Northwestern University has two campuses in Illinois: a 240-acre campus in Evanston and a 25-acre campus in Chicago.<sup>1</sup> Northwestern's Policy on Sexual Misconduct and Complaint Resolution Process apply to both of these campuses. The University's Office of Equity works with community members on both the Evanston and Chicago campuses to address and resolve all reports of sexual misconduct. The data in this report reflects reports received from both the Chicago and Evanston campuses with a delineation of the data from each campus.

The data described in this report was assembled using the following parameters included in the Illinois Preventing Sexual Violence in Higher Education Act (110 ILCS 205/9.21(b)) and Frequently Asked Questions Regarding Reporting Requirements document issued by the Illinois Attorney General's Office on June 1, 2017:

- To the extent the school has the information, the report must include data from January 1, 2016, through December 31, 2016;

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<sup>1</sup> In addition to the geographic size difference between our Chicago and Evanston campuses, there are no residential facilities on the Chicago campus.

- Reported incidents should only pertain to “sexual violence, domestic violence, dating violence, and stalking;”
- Data should “include all student complaints, whether filed against another student, an HEI<sup>2</sup> employee, or someone unaffiliated with the HEI;”
- Data regarding disciplinary processes should be “related to complaints made by students against students subject to discipline under the HEI’s complaint resolution procedure;” and
- “Schools should only report data related to complaints of incidents that occurred within the geographic areas defined by the Clery Act...if a report does not include a location of the incident alleged in the complaint, schools should include that report or disclosure in its data.”

Accordingly, this report contains student reports of sexual misconduct occurring within Clery geography or those reported without a known location.<sup>3</sup>

### **Part A.**

Please find Northwestern’s comprehensive policy, concise, written notification of a survivor’s rights and options, and Sexual Misconduct Complaint Resolution Process attached. (Attachments A, B, and C)

### **Part B.**

#### **I. Campus Training, Education and Awareness**

Please see Appendix B of Northwestern’s 2017 Annual Security and Fire Safety Report (Attachment D), which details campus trainings focused on sexual assault, domestic violence, dating violence and stalking that were provided to students and employees in 2016.

#### **II. Reports**

- From January 1, 2016 – December 31, 2016, the Title IX Coordinator/responsible employees received 30 reports of sexual violence (reports of sexual penetration without consent or sexual contact without consent under Northwestern’s Policy on Sexual Misconduct) made by or on behalf of students that were reported as occurring either within Clery geography or were reported without a known location. Of these reports, 29 reports were made on the Evanston campus, while 1 report was made on the Chicago campus.
- From January 1, 2016 – December 31, 2016, the Title IX Coordinator/responsible employees received 3 reports of dating/domestic violence made by or on behalf of students that were reported as occurring either within Clery geography or were reported without a known location. All 3 of these reports were made on the Evanston campus.
- From January 1, 2016 – December 31, 2016, the Title IX Coordinator/responsible employees received 17 reports of stalking made by or on behalf of students that were

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<sup>2</sup> HEI stands for higher education institution.

<sup>3</sup> The number of incidents in this report may not align with the numbers in Northwestern’s Annual Security and Fire Safety Report made pursuant to the Clery Act. Clery Act data is limited to incidents occurring on campus or in the area immediately surrounding campus, while the data in this report also includes incidents where a location was not known. Further, unlike Clery Act data, this report encompasses only those concerns reported by or on behalf of students and includes reports made to confidential resources.

reported as occurring either within Clery geography or were reported without a known location. Of these reports, 16 were made on the Evanston campus, while 1 report was made on the Chicago campus.

Northwestern has several confidential resources (including confidential advisors) that provide support and resources to students on both the Evanston and Chicago campuses. These resources were asked to provide aggregate data for reports of sexual misconduct received from January 1, 2016 – December 31, 2016, consistent with any applicable professional privilege. Northwestern’s confidential resources provided aggregate data for reports from students in 2016 reflecting the receipt of 41 reports of sexual violence, 21 reports of dating/domestic violence, and 7 reports of stalking. The aggregate data did not include information on the location of these reports. Due to the confidential nature of the data provided, the University cannot ascertain whether these reports were also made to additional staff/offices on campus.

#### **A. Response to reports to the Title IX Coordinator or Responsible Employees**

Per ILCS 155/15, all reports or disclosures made to the Title IX Coordinator or responsible employees were responded to with outreach (see Part A) that included information on how to connect with or report to law enforcement.

- Of the 30 reports of sexual violence (reports of sexual penetration without consent or sexual contact without consent under Northwestern’s Policy on Sexual Misconduct) received by the Title IX Coordinator or responsible employees, 24 students either did not respond to outreach or responded and requested not to proceed with the complaint resolution process. After reviewing each of these reports, the University determined that it could honor the student’s request not to move forward with an investigation and/or could not proceed as it did not have jurisdiction over the respondent. The University formally investigated and resolved 6 reports of sexual violence under its complaint resolution process. All 6 of these reports came from the Evanston campus.
- Of the 3 reports of dating/domestic violence received by the Title IX Coordinator or responsible employees, 1 student did not respond to outreach. After reviewing this report, the University determined that it could not proceed with the complaint resolution process as it did not have jurisdiction over the respondent. The University formally investigated and resolved 2 reports of dating/domestic violence under its complaint resolution process. Both of these reports came from the Evanston campus.
- Of the 17 reports of stalking received by the Title IX Coordinator or responsible employees, 14 students either did not respond to outreach or responded and requested not to proceed with the complaint resolution process. After reviewing each of these reports, the University determined that it could honor the student’s request not to move forward with an investigation and/or could not proceed as it did not have jurisdiction over the respondent. The University formally investigated and resolved 3 reports of stalking under its complaint resolution process. All 3 of these reports came from the Evanston campus.

Note: All students were offered resources, including the ability to request interim measures and accommodations, regardless of whether the student responded to outreach or whether or not they wished to proceed with the complaint resolution process.

## **B. Complaint Resolution Procedure Outcomes**

- Of the 6 reports of sexual violence (reports of sexual penetration without consent or sexual contact without consent under Northwestern's Policy on Sexual Misconduct) received in 2016 that went through the University's complaint resolution process, 3 investigations were completed and resolved in 2016. In these matters, 1 respondent was found not responsible, 1 respondent was excluded from the University, and 1 respondent was otherwise disciplined. All of these reports came from the Evanston campus. In addition to the reports received in 2016, 3 additional reports of sexual violence received prior to 2016 were resolved through the complaint resolution process in 2016. In these matters, 2 respondents were excluded from the University and 1 respondent was found not responsible. All of these reports came from the Evanston campus.
- Of the 2 reports of dating/domestic violence received in 2016 that went through the University's complaint resolution process, neither investigation was completed in 2016.
- Of the 3 reports of stalking received in 2016 that went through the University's complaint resolution process, 1 investigation was completed and resolved in 2016. The respondent in this matter was otherwise disciplined. This report came from the Evanston campus.

## **Part C. Explanations and Clarifications**

Additional information about Northwestern's response to sexual misconduct can be found on our website at: [www.northwestern.edu/sexual-misconduct](http://www.northwestern.edu/sexual-misconduct). Questions or concerns can be directed to Northwestern's Title IX Coordinator, Dwight Hamilton, Associate Vice President for Equity, at [dwight.hamilton@northwestern.edu](mailto:dwight.hamilton@northwestern.edu).

Attachment A:  
Northwestern's Policy on Sexual Misconduct



Northwestern  
University

**Approving University Officials:** Provost; Executive Vice President  
**Responsible Office:** Provost; Human Resources; Student Affairs;  
Office of Equity  
**Effective date:** August 2017  
**Next review date:** January 2018

## POLICY ON SEXUAL MISCONDUCT

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## **Policy Statement**

Northwestern prohibits all forms of sexual misconduct, including but not limited to, sexual assault, sexual exploitation, stalking, dating or domestic violence, and sexual harassment. Such conduct violates the community values and principles of our institution and disrupts the living, learning, and working environment for students, faculty, staff, and other community members. In furtherance of this policy, the University has adopted the following standards of conduct for all members of our community – students, faculty, and staff, as well as University vendors, contractors, visitors, guests, volunteers, interns, and third parties – with respect to sexual misconduct. These standards apply equally to all regardless of the sex, gender, sexual orientation, gender identity, or gender expression of any of the individuals involved.

## **Jurisdiction**

Northwestern may investigate any alleged violations of this policy that occur in the context of a University program or activity or that otherwise affect the University’s working or learning environments, regardless of whether the alleged conduct occurred on or off campus. In situations where the alleged sexual misconduct occurred outside of the context of a University program or activity or where the respondent is not a member of the University community (including when the respondent has graduated or left the University), the University typically will not conduct an investigation, but may address the situation and provide appropriate resources to impacted individuals and, where appropriate, the broader University community.

## **Purpose**

Northwestern is committed to fostering an environment in which all members of the campus community are safe, secure, and free from sexual misconduct of any form. The University expects that all interpersonal relationships and interactions—especially those of an intimate nature—will be based on mutual respect, open communication, and clear consent. When learning of conduct or behavior that may not meet these standards, community members are expected to take an active role in upholding this policy and promoting the dignity of all individuals.

## **Audience**

All members of the Northwestern community, including students, faculty, staff, vendors, contractors, visitors, guests, volunteers, interns, and third parties.

## **Definitions**

The terms and definitions used throughout are important components of this policy. The definitions are intended to give meaning to these terms in the context of the Northwestern community, and can be accessed in the policy using the links below:

[Consent](#)

[Dating/Domestic Violence](#)

[Retaliation](#)—see also the [University Policy on Non-Retaliation](#)

[Sexual Assault](#)

[Sexual Exploitation](#)

[Sexual Harassment](#)

[Stalking](#)

Criminal and other applicable state laws may use different definitions of these terms.<sup>1</sup>

## Policy Implementation

### I. Policy

#### A. Consent

Consent represents the cornerstone of respectful and healthy intimate relationships. Northwestern strongly encourages its community members to communicate – openly, honestly, and clearly – about their actions, wishes, and intentions when it comes to sexual behavior, and to do so before engaging in intimate conduct. It is always the requirement of the individual initiating sexual contact (or undertaking a new type of sexual activity) to ensure that consent is present before acting and is present during sexual activity.

**When determining whether consent was present, the University will consider whether a sober, reasonable person in the same position knew or should have known whether the other party could or could not consent to the sexual activity.**

1. For purposes of this policy, *consent is present when clearly understandable words or actions manifest a knowing, active, voluntary, and present and ongoing agreement to engage in specific sexual or intimate contact.*

Consent must be all of the following:

*-Knowing:* Consent must demonstrate that all individuals understand, are aware of, and agree to the “who” (same partners), “what” (same acts), “where” (same location), “when” (same time), and “how” (the same way and under the same conditions) of the sexual activity. Consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another person.

*-Active:* Consent must take the form of “clearly understandable words or actions” that reveal one’s expectations and agreement to engage in specific sexual activity. This means that silence, passivity, submission, or the lack of verbal or physical resistance (including the lack of a “no”) should not – in and of themselves – be understood as consent. Consent cannot be inferred by an individual’s manner of dress, the giving or acceptance of gifts, the extension or acceptance of an invitation to go to a private room or location, or going on a date.

*-Voluntary:* Consent must be freely given and cannot be the result of respondent’s intimidation (extortion, menacing behavior, bullying), coercion (severe or persistent pressure causing fear of significant consequences from respondent if one does not engage in sexual activity), force (violence, physical restraint, or the presence of a weapon), threats (indications of intent to harm, whether direct or indirect), or fraud (misrepresentation or material omission about oneself or the present situation in order to gain permission for sexual or intimate activity).

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<sup>1</sup> Information on the applicable state law definitions in Illinois, Florida, California and Washington, D.C. can be found at <http://www.northwestern.edu/sexual-misconduct/title-IX/laws-definitions-facts.html>.



*-Present and ongoing:* Consent must exist at the time of the sexual activity. Consent to previous sexual activity does not imply consent to later sexual acts; similarly, consent to one type of sexual activity does not imply consent to other sexual acts. Consent may also be withdrawn at any time, provided the person withdrawing consent makes that known in clearly understandable words or actions.

2. Consent is not present when an individual does not have the capacity to give consent, voluntarily or involuntarily, due to age (generally, the age of consent is 17 in Illinois), physical condition, or disability that impairs the individual's ability to give consent. Reasons why one could lack capacity to give consent due to a physical condition include, but are not limited to, consumption of drugs or alcohol (voluntarily or involuntarily) or being in a state of unconsciousness, sleep, or other state in which the person is unaware that sexual activity is occurring.

Signs of incapacitation include when an individual demonstrates that they are unaware of where they are, how they got there, or why or how they became engaged in a sexual interaction. Some indicators of a lack of capacity to give consent due to consumption of drugs or alcohol may include, but are not limited to:

- Lack of full control over physical movements (for example, difficulty walking or standing without stumbling or assistance);
- Lack of awareness of circumstances or surroundings (for example, lack of awareness of where one is, how one got there, who one is with, or how or why one became engaged in sexual interaction);
- Inability to effectively communicate for any reason (for example, slurring speech, difficulty finding words).

A person may appear to be giving consent but may not have the capacity to do so, in which case the apparent consent is not effective. When determining whether consent was present, the University will consider whether a sober, reasonable person in the same position knew or should have known whether the other party could or could not consent to the sexual activity. **If there is any doubt as to another person's capacity to give consent, community members should assume that the other person does not have the capacity to give consent.** Being intoxicated or impaired by drugs or alcohol does not excuse one from the responsibility to obtain consent. Being intoxicated or impaired by drugs or alcohol is never an excuse to commit sexual misconduct.

## **B. Prohibited Conduct**

Northwestern prohibits all forms of sexual misconduct. Such conduct violates the community values and principles of the institution and disrupts the living, learning, and working environment for students, faculty, staff, and other community members. Therefore, the University prohibits the actions listed below. An attempt to commit an act identified in this policy, as well as assisting or willfully encouraging any such act, is also considered a violation of this policy. An act may violate one or more parts of this policy. Community members may also be held responsible for the misconduct of their visitors and guests.

## 1. Sexual Assault

*a. Sexual penetration without consent* (e.g., rape): Any penetration of the sex organs or anus of another person when consent is not present; any penetration of the mouth of another person with a sex organ when consent is not present; or performing oral sex on another person when consent is not present. This includes penetration or intrusion, however slight, of the sex organs or anus of another person by an object or any part of the body.

*b. Sexual contact without consent* (e.g., fondling): Knowingly touching or fondling a person's genitals, breasts, thighs, groin, or buttocks, or knowingly touching a person with one's own genitals, breasts, or buttocks, when consent is not present.

This includes contact done directly or indirectly through clothing, bodily fluids, or with an object. It also includes causing or inducing a person, when consent is not present, to similarly touch or fondle oneself or someone else.

*c. Incest*: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by the laws of the state<sup>2</sup> in which the incident occurred.

*d. Statutory rape*: Sexual intercourse with a person who is under the statutory age of consent under the laws of the state<sup>3</sup> in which the incident occurred.

2. Sexual Exploitation: Taking sexual advantage of another person for the benefit of oneself or a third party when consent is not present.

This includes, but is not limited to, the following actions (including when they are done via electronic means, methods or devices):

- Sexual voyeurism or permitting others to witness or observe the sexual or intimate activity of another person without that person's consent;
- Indecent or lewd exposure or inducing others to expose themselves when consent is not present<sup>4</sup>;
- Recording any person engaged in sexual or intimate activity in a private space without that person's consent;
- Distributing sexual information, images, or recordings about another person without that person's consent;
- Recruiting, harboring, transporting, providing, or obtaining another person for the purpose of sexual exploitation;
- Inducing incapacitation in another person with the intent to engage in sexual conduct, regardless of whether prohibited sexual conduct actually occurs.

3. Stalking: Knowingly engaging in a course of conduct directed at a specific person that one knows or should know would cause a reasonable person to fear for their safety (or the safety of a third party) or suffer substantial emotional distress.

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<sup>2</sup> For incidents that occur outside of the U.S. (e.g., study abroad programs), Illinois law will apply in determining a violation of this policy.

<sup>3</sup> For incidents that occur outside of the U.S. (e.g., study abroad programs), Illinois law will apply in determining a violation of this policy.

<sup>4</sup> Breast-feeding a child is not indecent.

Conduct that can amount to stalking may include two or more actions directed at another person, whether done directly, indirectly, through others, via devices, or via any other methods or means (specifically including electronic means such as social media), including but not limited to:

- Following a person;
- Being or remaining in close proximity to a person;
- Entering or remaining on or near a person's property, residence, or place of employment;
- Monitoring, observing, or conducting surveillance of a person;
- Threatening (directly or indirectly) a person;
- Communicating to or about a person;
- Giving gifts or objects to, or leaving items for, a person;
- Interfering with or damaging a person's property (including pets); or
- Engaging in other unwelcome contact.

**4. *Dating/Domestic Violence:*** Physical abuse, psychological/emotional abuse, or sexual abuse between persons in an intimate relationship where the conduct is so severe, pervasive, or persistent as to significantly interfere with an individual's ability to learn and/or work or cause substantial emotional distress, when judged both objectively (meaning that a reasonable person would find the behavior to be abusive) and subjectively (meaning the impacted individual felt the behavior was abusive).

These actions may include, but are not limited to:

- *Physical abuse:* hitting, slapping, shoving, grabbing, pinching, biting, or hair pulling;
- *Psychological/emotional abuse:* a pattern of behavior undermining an individual's sense of self-worth or self-esteem, constant criticism, diminishing one's abilities, name-calling, or damaging one's relationship with one's children;
- *Sexual abuse:* attacks on sexual parts of the body, treating one in a sexually demeaning manner, coercing, or attempting to coerce any sexual contact or behavior without consent.

Individuals encompassed in the definition of *Dating Violence* include, but are not limited to:

- Persons who have or have had a dating relationship;
- Persons who have or have had a social relationship of a romantic or intimate nature.

Individuals encompassed in the definition of *Domestic Violence* include, but are not limited to:

- Current and former spouses;
- Current and former domestic partners;
- Intimate partners or dating partners who share or formerly shared a common dwelling;
- Persons who otherwise have a child in common or share a relationship through a child.

**5. *Sexual Harassment:*** Sexual harassment is any unwelcome conduct of a sexual nature where:

- a. Submission to or rejection of such conduct is made, either explicitly or implicitly, a term or condition of a person's employment, academic standing, or participation in any University program and/or activity, or is used as the basis for University decisions affecting the individual (often referred to as "quid pro quo" harassment); or

**b.** Such conduct creates a hostile environment. A hostile environment exists when the conduct is sufficiently severe, persistent, or pervasive that it unreasonably interferes with, limits, or deprives an individual from participating in or benefitting from the University's education or employment programs and/or activities. The existence of a hostile environment is to be judged both objectively (meaning a reasonable person would find the environment hostile) and subjectively (meaning the impacted individual felt the environment was hostile).

Some examples of sexual harassment may include:

- Pressure for a dating, romantic, or intimate relationship;
- Unwelcome sexual advances;
- Unwelcome touching, kissing, hugging, or massaging;
- Pressure for or forced sexual activity;
- Unnecessary references to parts of the body;
- Remarks about a person's gender, nonconformity with gender stereotypes, or sexual orientation;
- Sexual innuendoes or humor;
- Obscene gestures;
- Sexual graffiti, pictures, or posters;
- Sexually explicit profanity;
- E-mail, texting ("sexting"), and Internet use that violates this policy.

All forms of sexual misconduct identified in this policy are also prohibited forms of sexual harassment.

### **C. Reporting Obligation**

**1. *Sexual misconduct:*** All University employees (including student employees), as well as non-employees with teaching or supervisory authority, are obligated to promptly report sexual misconduct of which they become aware in the scope of their work for the University to the Title IX Coordinator or Deputy Title IX Coordinator for Students, unless they are a resource listed below. The University encourages all individuals to report sexual misconduct.

**2. *Incidents involving minors:*** As stated in the University's [Policy on Reporting Suspected Child Abuse and Neglect](#), all University employees, students, volunteers, and third-party contractors are obligated to report to the Illinois Department of Children & Family Services or applicable state agency (as well as University Police, in emergency situations) any suspected abuse and/or neglect of a child. This includes any and all incidents of sexual misconduct involving minors, which should be reported to the Title IX Coordinator as well. Reporters should also contact their supervisor (if the reporter is an employee) or the Dean of Students (if the reporter is a student).

### **D. Retaliation**

Northwestern strictly prohibits retaliation against any member of its community for reporting an incident of sexual misconduct or for participating, in any manner, in an investigation or hearing related to a report of sexual misconduct. The University considers such actions to be protected activities in which all members of the Northwestern community may freely engage. Members of the community are prohibited from engaging in actions, directly or through others, that are aimed to dissuade a reasonable party or a witness from reporting sexual misconduct or

participating in an investigation or hearing. A detailed definition of retaliation and examples of retaliatory conduct are provided in the [University's Policy on Non-Retaliation](#).

The Northwestern community is strongly encouraged to report any alleged incident of retaliation under this policy to the Title IX Coordinator or Deputy Title IX Coordinator for Students, who shall investigate the matter and take appropriate actions to address such conduct.

#### **E. Amnesty for Sexual Misconduct Complainants and Witnesses**

Northwestern encourages reporting of sexual misconduct and seeks to remove any barriers to making a report. The University recognizes that an individual who has been drinking or using drugs at the time of the incident may be hesitant to make a report because of potential consequences for their own conduct. To encourage reporting, an individual who makes a good faith report of sexual misconduct that was directed at them or another person will not be subject to disciplinary action by the University for a conduct or policy violation that is related to and revealed in the sexual misconduct report or investigation, unless the University determines that the violation was serious and/or placed the health or safety of others at risk. Amnesty does not preclude or prevent action by police or other legal authorities. This Amnesty provision shall also apply to student groups making a report of sexual misconduct.

#### **F. Free Expression and Academic Freedom**

Northwestern is firmly committed to free expression and academic freedom. The University is equally committed to creating and maintaining a safe, healthy, and harassment-free environment for all members of its community, and firmly believes that these two legitimate interests can coexist. Discrimination, harassment, and retaliation against members of the Northwestern community are not protected expression or the proper exercise of academic freedom. The University will consider academic freedom in the investigation of reports of sexual misconduct or retaliation that involve an individual's statements or speech.

#### **G. Title IX and VAWA Statement**

It is the policy of Northwestern to comply with Title IX of the Education Amendments of 1972, which prohibits discrimination (including sexual harassment and sexual violence) based on sex in the University's educational programs and activities. It is also Northwestern's policy to comply with the federal Violence Against Women Act amendments to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crimes Statistics Act, and the accompanying regulations (collectively referred to as VAWA). Title IX prohibits retaliation for asserting or otherwise participating in claims of sex discrimination. VAWA imposes additional duties on universities and colleges to investigate and respond to reports of sexual assault, stalking, and dating or domestic violence, and to publish policies and procedures related to the way these reports are handled. Northwestern has designated the Title IX Coordinator, with assistance of the Deputy Title IX Coordinators, to coordinate Northwestern's compliance with Title IX and VAWA and to respond to reports of violations. The University has directed its Clery Coordinator to coordinate Northwestern's compliance with the Clery reporting related VAWA requirements. For more information about Title IX and VAWA, please go to [www.northwestern.edu/sexual-misconduct](http://www.northwestern.edu/sexual-misconduct). A person may also file a complaint with the Department of Education's Office for Civil Rights regarding an alleged violation of Title IX by visiting [www2.ed.gov/about/offices/list/ocr/complaintintro.html](http://www2.ed.gov/about/offices/list/ocr/complaintintro.html) or calling 1-800-421-3481.

## II. Procedures<sup>5</sup>

### A. Seeking Medical Assistance in the United States

Experiencing any form of sexual misconduct, especially acts of violence, is difficult and overwhelming. Survivors often experience a range of emotions, including fear, anxiety, and confusion, and may be unsure of what they want to, or should, do next. Regardless of whether the individual chooses to report the incident, the University strongly encourages survivors of any form of violence to seek medical attention as soon as possible, even if they feel no injury was sustained. Medical assistance providers can treat visible physical injuries and identify injuries that may not be visible, and, where appropriate, also address concerns regarding sexually transmitted infections and pregnancy, and provide emergency contraception (if requested). In addition, a hospital can test for the presence of alcohol or drugs (e.g., “date rape” drugs) and perform a rape evidence collection procedure (see Procedures Section C), which are also strongly recommended to maintain all legal options.

#### **1. Medical Services Available On or Near the Evanston and Chicago Campuses**

##### **Northwestern University Health Service**

*Evidence collection kit cannot be provided; CARE staff can be contacted to provide support services, if desired. (See Procedures Section D for more information on CARE.)*

Evanston Campus: 633 Emerson Street, Evanston  
Phone: (847) 491-8100 (RN call service available 24 hours)  
Website: <http://www.northwestern.edu/healthservice-evanston/>  
(for regular hours of operation and 24-hour emergency contact info)

Chicago Campus: 675 North St. Clair Suite 18-200, Chicago  
Phone: (312) 695-8134  
Website: <http://www.northwestern.edu/healthservice-chicago/index.html>  
(for regular hours of operation and 24-hour emergency contact info)

##### **NorthShore University Health System/ Evanston Hospital, Emergency Dept. (24 hours)**

*Evidence collection kit available at no charge; Evanston Police Victim Services advocate can be present to provide support services, if desired.*

Location: 2650 Ridge Avenue, Evanston  
Phone: (847) 570-2111 (emergency room)  
Website: <http://www.northshore.org/locations/our-hospitals/evanston-hospital/>  
(for more information or to request an appointment online)

##### **Northwestern Memorial Hospital, Emergency Department (24 hours)**

*Evidence collection kit available at no charge; Advocate from Rape Victim Advocates will be present to provide support services, if desired.*

Location: 251 E Huron Street, Chicago

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<sup>5</sup> For additional information, see Northwestern’s [Resource Guide on Sexual Misconduct and Title IX](http://www.northwestern.edu/sexual-misconduct/docs/TitleIXResourceGuide.pdf) (<http://www.northwestern.edu/sexual-misconduct/docs/TitleIXResourceGuide.pdf>). Print copies are available by contacting the Office of Equity, at (847) 467-6165 or [TitleIXCoordinator@northwestern.edu](mailto:TitleIXCoordinator@northwestern.edu).

Phone: (312) 926-5188 (emergency room)  
Website: <https://www.nm.org/locations/northwestern-memorial-hospital>  
(for more information)

**Presence St. Francis Hospital, Emergency Services (24 hours)**

*Evidence collection kit available at no charge; Evanston Police victim services advocate can be present to provide support services, if desired. Emergency contraception is provided in cases of sexual assault.*

Location: 355 Ridge Avenue, Evanston  
Phone: (847) 316-4000  
Website: <http://www.presencehealth.org/presence-saint-francis-hospital-evanston-emergency-care>

Under Illinois law, medical personnel are required to alert police when it reasonably appears that the person requesting treatment has sustained an injury as a victim of a criminal offense, including sexual assault or violence, but individuals have the right to refuse to speak to police.

**2. Medical Services Available Near the Miami, Florida Campus**

**Jackson Memorial Hospital Roxcy Bolton Rape Treatment Center (5.8 miles from campus)**

*Evidence collection kit available at no charge.*

Location: 1611 NW 12<sup>th</sup> Avenue Institute Annex 1<sup>st</sup> Floor, Miami  
Phone: (305) 585-7273  
Website: <http://jacksonhealth.org/services-rape-treatment.asp#gref>

**3. Medical Services Available Near the Washington, D.C. Campus**

**MedStar Washington Hospital Center (2.9 miles from campus)**

*Evidence collection kit available at no charge via DC Forensic Nurse Examiners; student can get a free Uber to MedStar by calling phone number below.*

Location: 110 Irving Street NW, Washington, D.C.  
Phone: (800) 641-4028  
Website: <https://www.medstarwashington.org/#q={ }>

**4. Medical Services Available Near the San Francisco Campus**

**Zuckerberg San Francisco General Hospital (7 miles from campus)**

*Evidence collection kit available at no charge; additional/follow-up services available via their Rape Treatment Center.*

Location: 1001 Potrero Avenue, San Francisco  
Phone: (415) 437-3000  
Website: <http://zuckerbergsanfranciscogeneral.org/>

## **B. Seeking Medical Assistance at the Doha, Qatar (NU-Q) Campus**

*Please see Appendix A for a complete summary of information regarding reporting sexual misconduct and receiving support (including confidential support) and resources at the NU-Q campus.*

*In Qatar, if a survivor goes to the hospital, they may not retain sole discretion over whether to pursue criminal charges. Medical personnel at hospitals are required to alert the police when it appears that the person seeking treatment has sustained an injury as a result of a criminal offense, including sexual assault; the person seeking treatment then could be required to speak with the police. Survivors should visit a hospital or doctor with whom they feel comfortable. Survivors can talk to the NU-Q Deputy Title IX Coordinator for more information.*

If the survivor chooses not to go to the emergency room, they should still consider seeing a private doctor or a clinician. Survivors are encouraged to inquire about and understand the extent of confidentiality healthcare providers can provide to the survivor of sexual violence. The confidentiality laws and regulations may differ substantially from those in other countries. Emergency contraception is not available in Qatar. Rape evidence collection may not be available in Qatar.

The nearest hospital to the Northwestern University in Qatar campus are:

### **Al-Ahli Hospital (12km from Education City)**

Ahmed Bin Ali Street

Emergency 24 hours a day, 7 days a week

+974 4489 8901, +974 4489 8999, +974 4489 3349

### **Women's Hospital (10km from Education City)**

Al Rayyan Road opposite Lulu Centre

Emergency 24 hours a day, 7 days a week

+974 4439 3299/3295

There is also medical care available at the following location on campus:

### **Qatar Foundation Primary Healthcare Center (QF PHCC)**

HBKU Student Center

+974 4454 1244 (call to inquire about hours of operation)

## **C. Preserving Evidence**

Many sexual misconduct offenses also are crimes in the state or locality in which the incident occurred. For that reason, survivors of sexual misconduct often have legal options that they can pursue. For example, a survivor may seek a protective order from a court against the perpetrator(s); pursue a civil action against the perpetrator(s); and/or participate in a law enforcement investigation and criminal prosecution of the perpetrator(s). Regardless of whether an incident of sexual misconduct is reported to the police or the University, Northwestern strongly encourages individuals who have experienced sexual misconduct to preserve evidence to the greatest extent possible, as this will best preserve all legal options for them in the future.



Additionally, such evidence may be helpful in pursuing a complaint with the University. While the University does not conduct forensic tests for parties involved in a complaint of sexual misconduct, results of such tests that have been conducted by law enforcement agencies and medical assistance providers may be submitted as evidence that may be considered in a University investigation or proceeding, provided they are available at the time of the investigation or proceeding.

Below are suggestions for preserving evidence related to an incident of sexual misconduct. It is important to keep in mind that each suggestion may not apply in every incident:

***General evidence preservation suggestions:***

- In order to best preserve their legal options in the future, individuals should consider not altering, disposing of, or destroying any physical evidence of sexual misconduct.
- If there is suspicion that a drink may have been drugged, an individual should inform a medical assistance provider and/or law enforcement as soon as possible so they can attempt to collect possible evidence (e.g., from the drink, through urine or blood sample).
- Individuals can preserve evidence of electronic communications by saving them and/or by taking screen shots of text messages, instant messages, social networking pages, or other electronic communications, and by keeping pictures, logs, or copies of documents that relate to the incident and/or perpetrator.
- Even if survivors choose not to make a complaint with the University regarding sexual misconduct, they may consider speaking with University Police or other law enforcement to preserve evidence. Please note that, as University employees, University Police would have to report the concern to the Title IX Coordinator.

***Evidence preservation suggestions specific to sexual assault:***

- Because some evidence, particularly evidence that may be located on the body, dissipates quickly (within 48-96 hours), individuals who have been sexually assaulted and wish to preserve evidence should go to a hospital or medical facility immediately to seek a medical examination and/or evidence collection. Under Illinois law, any cost for an emergency medical or forensic examination for a victim of sexual violence that is not covered by private insurance or Illinois Public Aid will be covered by the Illinois Department of Healthcare and Family Services, and should not be billed to the patient.
- An individual who has been sexually assaulted and wishes to preserve evidence should, if possible, not shower, bathe, douche, smoke, brush teeth, eat, drink, use the bathroom, or change clothes or bedding before going to the hospital or seeking medical attention.
- If the individual who has been sexually assaulted decides to change clothes or bedding and wishes to preserve evidence, they should not wash the clothes worn or bedding used during the assault, and should bring them to a hospital, medical facility, or the police in a non-plastic (e.g., paper) bag.

- In Illinois, individuals who have been sexually assaulted may allow the collection of evidence even if they choose not to make a report to law enforcement. After the evidence is collected, Illinois law requires hospital staff to store it for two weeks. A sexual assault evidence collection kit may not be released by an Illinois hospital without written consent from the survivor.

**D. Confidential Support, Advocacy, and Counseling**

The following resources are available for individuals to discuss incidents and issues related to sexual misconduct on a confidential basis. Confidential resources will not disclose information about incidents of sexual misconduct to anyone, including law enforcement or the University, except in very limited situations, such as when failure to disclose the information would result in imminent danger to the individual or to others or where federal or state law requires a report be made. Confidential resources can provide survivors with information about support services and their options. Because of the confidential nature of these resources, disclosing information to or seeking advice from a confidential counselor does not constitute a report or complaint to the University and will not result in a response or intervention by the University. A person consulting with a confidential resource may later decide to make a report to the University or law enforcement.

**On-Campus Confidential Resources**

<p><b>CARE: Center for Awareness, Response &amp; Education<sup>6</sup></b></p>	<p><b><u>Evanston Campus:</u></b>          633 Emerson Street, 3rd Floor          (847) 491-2054 <a href="mailto:care@northwestern.edu">care@northwestern.edu</a>  <a href="http://www.northwestern.edu/care">www.northwestern.edu/care</a></p>	<p>CARE is a confidential space for students impacted by sexual violence, relationship violence, or stalking, including friends or partners of survivors. CARE can be an advisor through the University complaint resolution process. Advocates can provide a space to process, ask questions, safety plan, and learn more about the impact of trauma. CARE also hosts a trauma support group and can connect with legal and medical advocacy, free counseling, and support groups on and off campus.</p>
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<sup>6</sup> CARE is designated as the University’s confidential advisor under the Illinois *Preventing Sexual Violence in Higher Education Act*.

<p><b>CAPS: Counseling and Psychological Services</b></p>	<p><b>Evanston Campus:</b> 633 Emerson Street, 2nd Floor (847) 491-2151 (24-hours)</p> <p><b>Chicago Campus:</b> Abbott Hall, 5th Floor 710 N. Lake Shore Drive (847) 491-2151 (24-hours) <a href="http://www.northwestern.edu/counseling/">www.northwestern.edu/counseling/</a></p>	<p>Provides counseling services to students, also provides a counselor on call 24 hours a day.</p>
<p><b>Religious &amp; Spiritual Life</b></p>	<p><b>Evanston Campus:</b> 1870 Sheridan Road (847) 491-7256 (847) 864-7865 (after hours) <a href="mailto:spiritual.life@northwestern.edu">spiritual.life@northwestern.edu</a> <a href="http://www.northwestern.edu/religious-life/">www.northwestern.edu/religious-life/</a></p>	<p>Provides spiritual counseling and advice for all members of the University community.</p>
<p><b>Faculty Wellness Program</b></p>	<p>Director Richard A. Carroll, PhD (312) 695-2323 <a href="mailto:rcarroll@nm.org">rcarroll@nm.org</a> <a href="http://www.northwestern.edu/provost/faculty-resources/work-life/faculty-wellness.html">http://www.northwestern.edu/provost/faculty-resources/work-life/faculty-wellness.html</a></p>	<p>Provides free consultations for faculty members to identify appropriate resources for personal and professional concerns. Resources may be offered over the phone, or faculty members can meet with the Faculty Wellness Program director for further discussion.</p>

**Off-Campus Confidential Resources**

<p><b>Hotlines</b></p>	<p>Chicago Metro Rape Crisis Hotline (YWCA): (888) 293-2080</p> <p>Chicago Domestic Violence Line: (877) 863-6338</p> <p>Evanston Domestic Violence Line (YWCA): (877) 718-1868</p> <p>RAINN: Rape, Abuse &amp; Incest National Network (800) 656-HOPE <a href="https://hotline.rainn.org/">https://hotline.rainn.org/</a> (online hotline)</p>	<p>All hotlines provide 24 hour (7 days/week) crisis counseling and information regarding sexual assault, dating violence, and stalking. Survivors and friends of survivors can call.</p> <p><i>Note: the hotlines can also provide information on local hospitals, such as what hospitals will have a victim advocate or SANE (Sexual Assault Nurse Examiner) available.</i></p>
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<b>Employee Assistance Program</b>	(855) 547-1851 (24 hours) <a href="http://www.northwestern.edu/hr/work-life/employee-assistance-program.html">http://www.northwestern.edu/hr/work-life/employee-assistance-program.html</a>	Provides confidential crisis intervention and short-term counseling for faculty and staff, as well as their household family members at no cost.
<b>Center on Halsted (LGBTQ Services)</b>	3656 N. Halsted St, Chicago (7 days a week, 8 a.m. to 9 p.m.) LGTBQ Violence Resource Line: (773) 871-2273 (Monday to Friday, 9 a.m. to 5 p.m.) <a href="http://www.centeronhalsted.org/">http://www.centeronhalsted.org/</a>	Services include: counseling services; connecting individuals with professional help, law enforcement, agencies, services, and other providers.
<b>Rape Victim Advocates</b>	Main Office: 180 N. Michigan Ave, Suite 600, Chicago (312) 443-9603 <a href="http://www.rapevictimadvocates.org">www.rapevictimadvocates.org</a>	Services include: medical and legal advocacy, counseling services (individual and group). Services are free for survivors or friends/partners of survivors.
<b>YWCA-Evanston</b>	1215 Church St, Evanston (847) 864-8445 <a href="http://www.ywca.org/evanston">www.ywca.org/evanston</a>	Services include: counseling and support for survivors of dating/domestic violence, legal advocacy, and residential services (emergency shelter)
<b>Evanston Victim Services Program</b>	Evanston Police Department 1454 Elmwood Avenue, Evanston <a href="https://www.cityofevanston.org/government/departments/police/victim-youth-services">https://www.cityofevanston.org/government/departments/police/victim-youth-services</a>	Services include: crisis intervention for survivors of sexual violence and/or dating/domestic violence, medical and legal/court advocacy
<b>Life Span Center for Legal Services and Advocacy</b>	70 E. Lake Street, Suite 700, Chicago (312) 408-1210 <a href="mailto:life-span@life-span.org">life-span@life-span.org</a> <a href="http://www.life-span.org">www.life-span.org</a>	Services include (for survivors of DV and SV and stalking): legal services, legal advocacy (i.e. assistance with Orders of Protection, etc.), and counseling

<b>Center for Contextual Change</b>	9239 Gross Point Road, Skokie (847) 676-4447 x304 (for appointments or a confidential assessment) <a href="http://www.centerforcontextualchange.org">www.centerforcontextualchange.org</a>	Services for survivors of sexual and domestic/dating violence: individual and group counseling.  Services for perpetrators of sexual and domestic/dating violence: individual and group counseling
<b>Porchlight Counseling Services</b>	(773) 750-7077 confidential helpline and intake <a href="http://www.porchlightcounseling.org/index2.php">http://www.porchlightcounseling.org/index2.php</a>	Services include: free counseling for survivors of sexual and/or domestic/dating violence
<b>KAN-WIN</b>	2434 E. Dempster St. Suite 111, Des Plaines (773) 583-1392 24-hour Hotline: (773) 583-0880 <a href="http://www.kanwin.org">www.kanwin.org</a>	Services include: (multi-lingual) free counseling, legal advocacy (assistance with protective orders/court accompaniment), and immigration protection for Asian-American or Asian immigrant survivors of sexual and/or domestic violence.

## E. Reporting Sexual Misconduct

The University strongly encourages reporting of sexual misconduct. Members of the University community who believe they have experienced sexual misconduct have the right to choose whether or not to report the incident to the University or law enforcement, and, in most circumstances, have the right to choose whether or not to pursue a sexual misconduct complaint with the University once the University receives a report. The information below is for individuals who wish to report incidents of sexual misconduct.

### 1. Reporting Incidents to Law Enforcement

Northwestern University encourages individuals to report incidents of sexual misconduct to University Police or local law enforcement officials. Timely reporting to the police is an important factor in successful investigation and prosecution of crimes, including sexual violence, and may lead to the arrest of an offender or aid in the investigation of other incidents.

An individual who has experienced sexual misconduct has the right to choose whether to file a police report. Filing a police report can result in the investigation of whether sexual violence or related crimes occurred and the prosecution of those crimes against a perpetrator. It is important to know that reporting the incident to police or University Police does not mean an individual is obligated to testify in court.

The Northwestern University Police Department has officers who are specially trained to work with individuals reporting sexual violence. Further, University Police has a written [guarantee](http://www.northwestern.edu/up/your-safety/sexual-violence/university-police-guarantee.html) for sexual violence survivors (<http://www.northwestern.edu/up/your-safety/sexual-violence/university-police-guarantee.html>) that reflects its primary concern for survivors and

emphasizes sensitivity and privacy. University Police can also assist in reviewing options with survivors and identifying and facilitating support resources related to:

- Seeking medical attention;
- Seeking support, advocacy, and counseling services;
- Discussing legal options, including seeking protective orders from a court;
- Pursuing options under the University’s sexual misconduct investigation process.

Reports of sexual misconduct made to University Police will be automatically reported to the Title IX Coordinator or Deputy Title IX Coordinator for Students, regardless of whether the individual who experienced the sexual misconduct chooses to pursue criminal charges.

### **Northwestern University Police Department**

Evanston Campus: 1201 Davis Street, Evanston  
Phone: (847) 491-3456 (24 hours)

Chicago Campus: 211 East Superior Street, Chicago  
Phone: (312) 503-3456 (24 hours)  
Website: <http://www.northwestern.edu/up/>

### **Evanston Police Department**

Evanston Campus: 1454 Elmwood Avenue, Evanston  
Phone: 911 or (847) 866-5000 (24 hours)  
Website: [www.cityofevanston.org/police/](http://www.cityofevanston.org/police/)

### **Chicago Police Department – 18th District (covers Chicago campus)**

Chicago Campus: 1160 North Larrabee Ave., Chicago  
Phone: 911 or (312) 744-4000 (24 hours)  
Website: <https://www.chicagopolice.org/community/districts/18th-district-near-north/>

## ***2. Reporting Incidents to the University***

An individual who has experienced sexual misconduct has the right to choose whether to report the incident to the Office of Equity. As stated in Policy Section C, all University employees (including student employees) are obligated to promptly report incidents of sexual misconduct of which they become aware during the scope of their work for the University, unless they are a resource listed in Appendix C. Further, students, bystanders, and third parties who have observed or have been made aware of sexual misconduct may report the incident to the Office of Equity. Northwestern provides the option for making reports in person, by email, by regular mail, by phone, or electronically.

While anonymous reports will be reviewed by the Title IX Coordinator, the University’s ability to address alleged misconduct reported by anonymous sources is significantly limited.

To speak to someone confidentially without making a report, please see the Confidential Resources listed in Procedures Section D.

The staff identified below are specially trained to work with individuals who report sexual misconduct and have knowledge about on- and off-campus resources, services, and options—including the availability of interim measures and accommodations, as discussed in Procedures

Section F. The University has generally designated the Title IX Coordinator or designee to oversee complaints of sexual misconduct involving staff, faculty, and third parties, and the Deputy Title IX Coordinator for Students to oversee complaints of sexual misconduct involving students.

#### **Title IX Coordinator**

Contact: Dwight Hamilton, Associate Vice President for Equity;  
Office of Equity  
Location: 1800 Sherman, Suite 4-500, Evanston  
Phone: (847) 467-6871  
Email: [dwight.hamilton@northwestern.edu](mailto:dwight.hamilton@northwestern.edu) or [TitleIXCoordinator@northwestern.edu](mailto:TitleIXCoordinator@northwestern.edu)  
Website: [www.northwestern.edu/sexual-misconduct](http://www.northwestern.edu/sexual-misconduct)

#### **Deputy Title IX Coordinator for Students**

Contact: Amanda DaSilva, Deputy Title IX Coordinator for Students;  
Office of Equity  
Location: 1800 Sherman, Suite 4-500, Evanston  
Phone: (847) 467-6571  
Email: [amanda.dasilva@northwestern.edu](mailto:amanda.dasilva@northwestern.edu) or [DeputyTitleIXCoordinator@northwestern.edu](mailto:DeputyTitleIXCoordinator@northwestern.edu)  
Website: [www.northwestern.edu/sexual-misconduct](http://www.northwestern.edu/sexual-misconduct)

#### **To File a Report Electronically**

Individuals may use the form at the following link to electronically file a report of sexual misconduct with the Office of Equity: [www.Bit.ly/NUReportSexualMisconduct](http://www.Bit.ly/NUReportSexualMisconduct).

Individuals may also file a report by email to: [TitleIXReport@northwestern.edu](mailto:TitleIXReport@northwestern.edu).

An immediate auto-response email with information about resources and options will be sent in response to reports filed electronically.

#### **Other University Reporting Options**

**EthicsPoint** (Third-party service for reporting complaints, including anonymous complaints, by phone or online)

Phone: (866) 294-3545  
Website: [www.northwestern.edu/ethics/](http://www.northwestern.edu/ethics/)

#### **F. Interim Measures and Accommodations**

Interim measures and accommodations are reasonable measures the University can put in place for an individual who reports having experienced sexual misconduct. Interim measures and accommodations can provide immediate support and help protect the individual's safety and ability to access their education and employment, at no cost to that individual. These measures can be temporary in duration pending the results of an investigation, but can become permanent. Interim measures and accommodations include, but are not limited to:

- A no-contact directive issued by the Title IX Coordinator, Deputy Title IX Coordinator for Students, or their designee;
- Housing or work space relocation;
- Changes to dining;
- Adjustment of course schedules or other changes to an individual's academic situation;

- Changes to work schedules or other changes to an individual’s employment situation;
- Time off from class or work, or a leave of absence;
- Transportation arrangements;
- Safety planning;
- As feasible, honoring an order of protection entered by a court if the University has been notified of the order and its terms.

**Interim measures and accommodations are available regardless of whether an individual chooses to report an incident to University Police or local law enforcement or pursue a complaint with the University.** The Title IX Coordinator, Deputy Title IX Coordinator for Students, or their designee will determine whether interim measures and accommodations are reasonable and should be implemented, and, if so, will work to ensure that these measures and accommodations are implemented as soon as possible.

The University will keep confidential any interim measures and accommodations provided, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide these measures.

To seek an interim measure or accommodation:

**Students** should contact:

Contact: Amanda DaSilva, Deputy Title IX Coordinator for Students;  
Office of Equity  
Location: 1800 Sherman, Suite 4-500, Evanston  
Phone: (847) 467-6571  
Email: [amanda.dasilva@northwestern.edu](mailto:amanda.dasilva@northwestern.edu) or [DeputyTitleIXCoordinator@northwestern.edu](mailto:DeputyTitleIXCoordinator@northwestern.edu)  
Website: [www.northwestern.edu/sexual-misconduct](http://www.northwestern.edu/sexual-misconduct)

**Staff and faculty** should contact:

Contact: Sarah Brown, Deputy Title IX Coordinator  
Office of Equity  
Location: 1800 Sherman, Suite 4-500, Evanston  
Phone: (847) 467-4335  
Email: [sarah.brown@northwestern.edu](mailto:sarah.brown@northwestern.edu)  
Website: [www.northwestern.edu/sexual-misconduct](http://www.northwestern.edu/sexual-misconduct)

## **G. Investigation and Resolution of Alleged Policy Violations**

Reporting an incident of sexual misconduct or retaliation to the University can result in the investigation of whether a violation of this policy occurred and can also result in disciplinary action against any student, staff or faculty member, or outside party, who is determined to have violated this policy (see Consequences of Violating this Policy below). The University has generally designated the Office of Equity to receive and oversee complaints of sexual misconduct and retaliation. University groups, including student groups, and departments are expected to report concerns to the Office of Equity and not to take action outside of the University’s complaint resolution process. Upon receiving a report of sexual assault, sexual exploitation, stalking, dating or domestic violence, or sexual harassment, the Office of Equity will provide the complainant with information about their rights and options.



The University's process for resolving reports of violations of this policy will be prompt, fair, and impartial. The complaint resolution process, which is described in Appendix B, is intended to afford a prompt response to reports of sexual misconduct, to maintain privacy and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

Because allegations of violations of this policy can sometimes raise challenging new issues and involve competing interests, the University reserves discretion to take reasonable actions to address those issues in a manner consistent with the spirit of this policy, and which preserves fairness for both parties and maintains the integrity of the investigation and complaint resolution processes.

There is no time limit for when an incident of sexual misconduct may be reported; however, reports should be made as soon as possible after the incident, preferably within one year, because the passing of time makes a review of the evidence more difficult and the memories of involved parties may become less reliable.

The Title IX Coordinator reserves the right to conduct an initial inquiry, investigate, or otherwise address any report, regardless of the time it is made, based on concern for the safety or well-being of the University community.

If, based on an initial inquiry into the report, the Title IX Coordinator determines that insufficient information exists to move forward or that the alleged misconduct, even if substantiated, would not be a violation of the policy, the Office of Equity may close the case, unless the Title IX Coordinator determines that the interests of the community warrant further action on the report by the Office of Equity or the University.

**1. Standard of review:** The University uses the preponderance of the evidence standard to determine responsibility of violations of this policy.

**2. Advisor/legal counsel:** Complainants and respondents may be accompanied by one advisor throughout the investigation and any hearing process, provided that the involvement of the advisor does not result in an undue delay of the process. It is the responsibility of each party to coordinate scheduling with their advisor for any meetings or hearings. An advisor is a support person who is present to provide support to a complainant or respondent throughout an investigation and/or hearing. An advisor may not speak, write, or otherwise communicate with an investigator, hearing officer, or panel on behalf of the complainant or respondent. Advisors may not engage in behavior or advocacy that harasses, abuses, or intimidates either party, a witness, or individuals involved in resolving the complaint. Advisors who do not abide by these guidelines may be excluded from the process.

In any matter involving a complaint of sexual assault, stalking, or dating or domestic violence, the advisor may be any person of the party's choosing, including an attorney. However, an advisor may not also serve as a witness in the same matter. Further, the advisor is still limited to the supportive and not participatory role described above. A representative from the University's Office of General Counsel may attend any proceeding where an attorney serving as an advisor is present. In all other matters, advisors cannot be a witness or party in the matter or a related matter, a family member of the complainant or respondent, or an attorney. A union representative may serve as an advisor, where applicable.

**3. Privacy and sharing of information:** The University considers complaints and investigations conducted under this policy to be private matters for the parties involved. For that reason, the University will protect the identity of persons involved in reports of sexual misconduct to the best of its ability. The University will only share personally identifiable information with persons with a need to know, in order for the University to investigate and respond or to deliver resources or support services. The University does not publish the names nor post identifiable information about persons involved in a report of sexual misconduct in the University Police Daily Crime Log (Blotter) or elsewhere online. However, the University cannot promise complete confidentiality or privacy in the handling of sexual misconduct reports or complaints.

Most situations require the disclosure of the complainant's identity to those involved in the investigation in order to fully investigate the matter and/or to enable the respondent to fully respond to the allegations. When individuals report allegations of sexual misconduct to the University and do not consent to the disclosure of their names and/or do not disclose the identity of the alleged offenders or identifiable information about the alleged offenders, the University's ability to respond to the complaints may be limited. In cases where an individual reporting sexual misconduct requests anonymity or does not wish to proceed with an investigation, the University will attempt to honor that request but, in some cases, the Title IX Coordinator, Deputy Title IX Coordinator for Students, or designee may determine that the University needs to proceed with an investigation based on concern for the safety or well-being of the broader University community (e.g., risk of future acts of sexual violence or a pattern of sexual misconduct). Northwestern reserves the right to take appropriate action in such circumstances, including in cases when the individual reporting the misconduct chooses not to proceed; however, the University will not compel an individual to participate.

All participants in an investigation of sexual misconduct will be informed that confidentiality helps enhance the integrity of the investigation, protect the privacy interests of the parties, and protect the participants from statements that might be interpreted to be retaliatory or defamatory. For these reasons, the complainant and respondent will be asked at the beginning of an investigation to keep the information related to the investigation private, to the extent consistent with applicable law. Witnesses and advisors will be asked to maintain complete confidentiality as to the investigation, to the extent consistent with applicable law.

Upon the conclusion of an investigation, the complainant and respondent will be notified in writing, at the same time, of the outcome of the investigation, including whether the alleged conduct was found to have occurred, and any sanctions imposed on the respondent that directly relate to the complainant. For the reasons noted above, the University encourages the parties to maintain the privacy of this communication.

## **H. Educational Training, Awareness, and Prevention Programs**

The University offers a variety of training, awareness, and prevention programs to help prevent sexual misconduct within the Northwestern community. The University strives to ensure that such programming is developed to be culturally relevant; inclusive of diverse communities and identities; sustainable; responsive to community needs; informed by research or assessed for value, effectiveness, and outcome; and considerate of environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels. Additionally, the University provides annual training to investigators, and hearing panel members are trained on issues related to sexual misconduct, investigation, and resolution. For information on educational training, awareness, and prevention programs offered each year, see the

Appendices to each campus' [annual crime and safety report](http://www.northwestern.edu/up/your-safety/clery-act-safety-reports.html), posted at:  
<http://www.northwestern.edu/up/your-safety/clery-act-safety-reports.html>.

## **Consequences of Violating this Policy**

### *I. Sexual Misconduct Violations*

Violations of this policy may result in sanctions and corrective actions, which can include, but are not limited to:

- Verbal warning
- Written warning
- Advisory letter
- Conduct review
- Disciplinary hold on academic and/or financial records
- Performance improvement/management process
- Required counseling
- Required training or education
- Campus access restrictions
- No trespass order issued by NUPD (with respect to campus locations)
- No contact directive (with respect to an individual)
- Loss of privileges
- Loss of oversight, teaching or supervisory responsibility
- Probation
- Demotion
- Loss of pay increase
- Transfer (employment)
- Revocation of offer (employment or admissions)
- Disciplinary suspension
- Suspension with pay
- Suspension without pay
- Exclusion
- Expulsion
- Degree revocation
- Termination of employment
- Revocation of tenure
- Termination of contract (for contractors)

The University may assign other sanctions as appropriate in each particular situation. Sanctions and corrective actions will be imposed in accordance with relevant policies and/or procedures and other requirements set forth in the applicable Staff Handbook, Faculty Handbook, Student Handbook, other policies or handbooks that may be developed over time, or contracts. In addition, the University may take steps to remediate the effects of a violation on victims and others.

Following an investigation, the University may implement accommodations, and/or take other measures to eliminate any hostile environment caused by the sexual misconduct, prevent the recurrence of any sexual misconduct, and remedy the effects of the sexual misconduct on the

complainant and the University community. Such measures may include, but are not limited to, the interim measures and accommodations referenced in Procedures Section F, as well as counseling, training, and other measures.

## II. *Violations of Directives Related to Interim Measures and Accommodations*

Violations of directives related to interim measures and accommodations may lead to an investigation and disciplinary action, which may include, but is not limited to, any of the sanctions and corrective actions listed in the previous section, including exclusion, expulsion, or dismissal from the University; or termination of employment, including revocation of tenure.

## III. *Retaliation*

Individuals who are found to have engaged in retaliation are subject to disciplinary action that may include, but is not limited to, any of the sanctions and corrective actions listed in Section I above, up to and including exclusion, expulsion, or dismissal from the University; or termination of employment, including revocation of tenure. Sanctions for retaliation may be applied regardless of whether there is a finding on the underlying complaint that sexual misconduct has occurred.

## **Related Information**

*University policies and procedures*

[Faculty Handbook](#)

[Non-Retaliation](#)

[Reporting Suspected Child Abuse and Neglect](#)

[Sexual Misconduct Complaint Resolution Process](#)

[Staff Handbook](#)

[Student Handbook](#)

*Other information*

[Department of Education Office for Civil Rights complaint forms](#)

[EthicsPoint](#)

[Resource Guide on Sexual Misconduct and Title IX](#)

[Sexual Misconduct Response & Prevention resource page](#)

[University Police Annual Security & Fire Safety Report](#)

[University Police Guarantee for Sexual Assault Victims](#)

## **Contacts**

The following individual can address questions regarding this Policy:

Dwight Hamilton, Title IX Coordinator, phone: (847) 467-6871, email:  
[dwight.hamilton@northwestern.edu](mailto:dwight.hamilton@northwestern.edu) or [TitleIXCoordinator@northwestern.edu](mailto:TitleIXCoordinator@northwestern.edu).

To report an incident of sexual misconduct to law enforcement—see [Procedures Section E1](#).

To report an incident of sexual misconduct to the University—see [Procedures Section E2](#).

To seek confidential support, advocacy, and counseling—see [Procedures Section D](#).

## **History**

Supersedes policy revision dated September 2016. Original policy was adopted in January 2014 and was later revised in 2014, 2015, and 2016.

## **Policy URL:**

[http://www.northwestern.edu/sexual-misconduct/docs/sexual\\_misconduct\\_policy.pdf](http://www.northwestern.edu/sexual-misconduct/docs/sexual_misconduct_policy.pdf)

## **Appendix A: Summary of Information on Reporting Sexual Misconduct and Receiving Support (including confidential support) and Resources at the NU-Q Campus**

### **Options and Resources**

How can Northwestern help?

Knowing what options and resources are available will be helpful if you or someone you know experiences sexual misconduct.

Persons who may have experienced sexual misconduct have options:

1. Seek Medical Attention
2. Speak with On-Campus Confidential Resources
3. Access Off-Campus Resources
4. Contact the Police
5. Contact the University's Title IX Coordinator
6. Request Protective Measures
7. Preserve Evidence

More detailed information about each of these options is provided below.

#### **1. Seek Medical Attention**

Individuals who have been sexually assaulted may choose to go to the emergency room. The nearest hospitals to the Northwestern University in Qatar campus are:

##### **Al-Ahli Hospital (12km from Education City)**

Ahmed Bin Ali Street  
Emergency 24 hours a day, 7 days a week  
+974 4489 8901, +974 4489 8999, +974 4489 3349

##### **Women's Hospital (10km from Education City)**

Al Rayyan Road opposite Lulu Centre  
Emergency 24 hours a day, 7 days a week  
+974 4439 3299/3295

There is also medical care available at the following location on campus:

##### **Qatar Foundation Primary Healthcare Center (QF PHCC)**

HBKU Student Center  
+974 4454 1244 (call to inquire about hours of operation)

If the survivor chooses not to go to the emergency room, s/he should still consider seeing a private doctor or a clinician. Survivors are encouraged to inquire about and understand the extent of confidentiality

healthcare providers can provide to the survivor of sexual violence. The confidentiality laws and regulations may differ substantially from those in other countries. Emergency contraception is not available in Qatar. Rape evidence collection may not be available in Qatar.

**In Qatar, if a survivor goes to the hospital, they may not retain sole discretion over whether to pursue criminal charges. Medical personnel at hospitals are required to alert the police when it appears that the person seeking treatment has sustained an injury as a result of a criminal offense, including sexual assault; the person seeking treatment then could be required to speak with the police. Survivors should visit a hospital or doctor with whom they feel comfortable. Survivors can talk to the NU-Q Deputy Title IX Coordinator for more information.**

## **2. Speak with On-Campus Confidential Resources**

These campus resources keep communications confidential except in very limited situations (e.g. minors, imminent danger).

*Employee Assistance Program (EAP)* (provides confidential short term counseling services to employees via telephone)

Visit <http://www.livewell.optum.com> and click on 'My Services' for more information or call: +974 4454 5293 or +44 1865 397 074 (UK direct number)

Students have the following confidential resource available:

Free, short-term and confidential counseling services for students:  
NU-Q Counseling, Health and Wellness  
NU-Q 1-320  
+974 4454 5073 or [patricia.collins@northwestern.edu](mailto:patricia.collins@northwestern.edu)

Counseling, Health and Wellness is available as a free confidential counseling option available to Northwestern University in Qatar students who have experienced sexual assault, dating or domestic violence, or any other type of sexual violence. Counseling, Health and Wellness will honor the privacy of your information. If the individual wants to notify the police, Counseling, Health and Wellness staff can be a resource. Regardless of whether the survivor wants to involve police, s/he may benefit from talking to a professional counselor.

Counselors listen and help survivors work through any anger, pain, sadness, relationship issues or negative coping mechanisms that may be related to sexual misconduct. Sometimes the effects are felt long after an incident occurred. It is never too late to seek counseling, even months or years later.

If you would like to learn more about counseling and other options available to survivors, you can talk to Counseling, Health and Wellness staff member confidentially.

## **3. Access Off-Campus Resources**

Regardless of whether an individual wants to officially report sexual misconduct, s/he may explore independent counseling options.

**Private Hospitals with physical and mental health resources available**

Al Ahli Hospital	+974 4489 8261 / +974 4489 8817
Doha Clinic Hospital	+974 4438 4333
American Hospital	+974 4442 1999
Al Emadi Hospital	+974 4446 6009
Qatar Foundation for Protection and Social Rehabilitation	+974 4467 9444 / +974 4467 9429 Hotline: 919

*(Counseling, psychological and shelter services for women and children)*

**Government Hospitals and Centers with physical and mental health resources available**

Hamad Hospital	+974 4434 2421/2422
Psychiatry unit	+974 4438 4599 (to make an appointment with a psychiatrist)
Rumaillah Hospital	+974 6671 9455
Family Consulting Center	+974 4489 2888 (mental health resources only)

Students may also wish to investigate private service providers of their choice, but are encouraged to inquire about and understand the extent of confidentiality they can provide to the survivor of sexual violence. The confidentiality laws and regulations may differ substantially from the protection laws in their home country.

**4. Contact the Police**

Survivors are encouraged to talk to the Deputy Title IX Coordinator—Qatar Campus for more information on what may happen if they file a police report. Generally, once a sexual assault is reported to the police, physical evidence of a struggle is collected and then the case is referred to the prosecutor, who then determines if a crime took place. The amount of physical evidence which shows a struggle will usually decide the case. **If physical evidence is inconclusive, the case would be dismissed, and the survivor might either be asked to sign a statement or be jailed.**

**In an emergency dial +974 4454 0999 (on campus) or 999 (off campus)**

**Police Reports and Respecting the Survivor’s Decisions**

There is no right or wrong way for a survivor to proceed after an attack. The decision to report an assault to the police is a personal one.

You should help a student or colleague make a police report if they want your help, but if they don’t want to, you should also respect that decision. Publicity, concerns over revictimization, historical poor treatment at the hands of the police, or fear of being jailed are examples of reasons a survivor might not want to involve the police.

**5. Contact the Title IX Coordinator**

Whether or not the individual makes a police report, they can contact and make a report to the University. An individual has the right to choose whether to report the incident to the Title IX Coordinator or a Deputy Title IX Coordinator for additional options and support and/or to request an investigation. The University will protect the identity of persons involved in reports of sexual misconduct to the best of its ability. The University will only share personally identifiable information with persons with a need-to-know in order for the University to investigate and respond or to deliver resources or support services.



## **To report sexual misconduct to Northwestern, contact:**

Title IX Coordinator—Evanston Campus

Contact: Dwight Hamilton, Title IX Coordinator

Email: [TitleIXCoordinator@northwestern.edu](mailto:TitleIXCoordinator@northwestern.edu)

Deputy Title IX Coordinator—Qatar Campus

Contact: Pim Thukral, Chief Operations Officer

Location: NU-Q 3-330

Phone: +974 4454 5008

Email: [pim.thukral@northwestern.edu](mailto:pim.thukral@northwestern.edu)

Under Northwestern policy, all University employees (including student employees), as well as non-employees with teaching or supervisory authority, are obligated to promptly report sexual misconduct of which they become aware in the scope of their work for the University to the Title IX Coordinator or Deputy Title IX Coordinator. The Confidential Resources listed above are not subject to this reporting requirement.

## **6. Request Interim Measures and Accommodations**

The University can put in place reasonable interim measures and accommodations measures to provide support to an individual who reports having experienced sexual misconduct. Such measures include academic assistance, housing or workspace relocation, time off from class or work, student financial aid arrangements, transportation arrangements, or no-contact directives. Individuals should contact the Title IX Coordinator or Deputy Title IX Coordinator to request interim measures and accommodations.

## **7. Preserve Evidence**

Northwestern encourages individuals who have experienced sexual misconduct to preserve evidence to the greatest extent possible as this may preserve more options for them in the future. Below are suggestions for preserving evidence related to an incident of sexual misconduct. Outside of Qatar, a forensic rape exam is a consideration for many survivors of sexual violence. Within the State of Qatar, it is a possible consideration for survivors of sexual violence.

**In the State of Qatar, forensic evidence for a conviction of rape may require that there was resistance, i.e. skin of the perpetrator under the fingernails, bruises. If there is no evidence of a struggle, then an incident may not be classified as rape under Qatar law and the survivor may be accused of sex outside of marriage, which is illegal in the State of Qatar.**

It is important to keep in mind that each suggestion may not apply in every incident:

- Preserve evidence of electronic communications like text messages, pictures, and/or social networking pages by saving them and/or taking screen shots.
- If there is a suspicion that a drink may have been drugged, inform a medical assistance provider and/or police as soon as possible so they can collect evidence (e.g. from the drink, through urine or blood sample).
- Because evidence that may be located on the body can dissipate quickly, consider going to a hospital or medical facility immediately to seek a medical exam. If possible, do not shower, brush teeth, or eat before going to the hospital or seeking medical attention, and do not wash clothes or bedding.

## **Appendix B: Sexual Misconduct Complaint Resolution Process**

The Sexual Misconduct Complaint Resolution Process can be found at

<http://www.northwestern.edu/sexual-misconduct/title-IX/complaint-resolution-process.html>

## Appendix C: Resources Not Subject to Mandatory Reporting

The University recognizes that students, staff, and faculty may want to speak with someone at the University about sexual misconduct without the information disclosed being reported to the Title IX Coordinator. Northwestern has designated the following staff, faculty, and paid student employees as resources who are not obligated to report disclosures or information about sexual misconduct to the Title IX Coordinator that they learn in the scope of their University work (except in very limited situations, such as when failure to disclose the information would result in imminent danger to the individual or to others or where federal or state law requires a report be made).

- All staff in the Center for Awareness, Response, and Education (CARE)\*
- All staff in Counseling and Psychological Services (CAPS)\*
- All staff in University Health Services (including all staff in the Office of Health Promotion and Wellness, team athletic trainers, and team physicians)<sup>7</sup>
- All staff in the Women's Center
- All staff in the Office of Religious and Spiritual Life\*
- All staff in the Faculty Wellness Program\*
- Emeritus Faculty who have been appointed Ombudsmen in the Faculty Ombudsman Program
- Paid student employees or graduate interns at any of the above offices (for information learned in the course of their work for these offices).

\*These offices are also designated On-Campus Confidential Resources, see Procedures Section D.

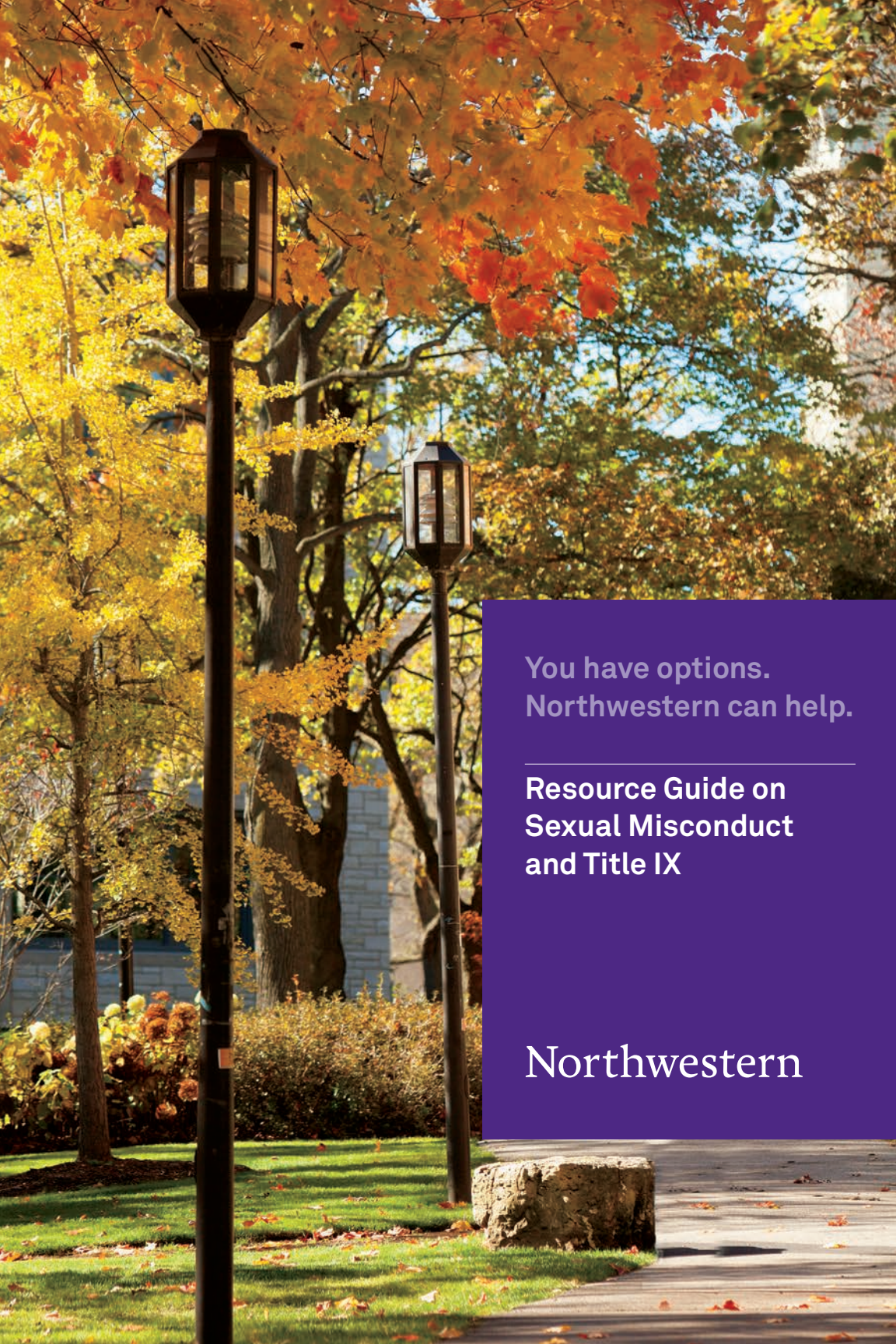
Note: Some staff and faculty may have a confidentiality privilege associated with some aspect of their work for the University (e.g. physicians), but are subject to the University's reporting obligation for information learned in connection with their work for the University outside of a confidential relationship. For example, physicians may have a confidentiality privilege with respect to information shared with them by patients, but they remain obligated to report sexual misconduct of which they become aware through work not related to patient care, such as work in labs, classroom, or student advising.

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<sup>7</sup> Health Services staff are not obligated to report suspected sexual violence to the Title IX Coordinator. However, under Illinois law, medical personnel are required to alert police when it reasonably appears that a person requesting treatment may have sustained an injury as a victim of sexual violence. In some cases, police may then notify the University about the situation.

**Attachment B:**

**You Have Options. Northwestern Can Help: Resource Guide on  
Sexual Misconduct and Title IX**



You have options.  
Northwestern can help.

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Resource Guide on  
Sexual Misconduct  
and Title IX

Northwestern

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Northwestern University does not discriminate or permit discrimination by any member of its community against any individual on the basis of race, color, religion, national origin, sex, pregnancy, sexual orientation, gender identity, gender expression, parental status, marital status, age, disability, citizenship status, veteran status, genetic information, or any other classification protected by law in matters of admissions, employment, housing, or services or in the educational programs or activities it operates. Further prohibited by law is discrimination against any employee and/or job applicant who chooses to inquire about, discuss, or disclose their own compensation or the compensation of another employee or applicant. Harassment, whether verbal, physical, or visual, that is based on any of these characteristics is a form of discrimination.

Northwestern University complies with federal and state laws that prohibit discrimination based on the protected categories listed above, including Title IX of the Education Amendments of 1972, which prohibits discrimination based on sex (including sexual misconduct) in the University's educational programs and activities. In addition, Northwestern provides reasonable accommodations to qualified applicants, students, and employees with disabilities and to individuals who are pregnant.

Any alleged violations of this policy or questions with respect to nondiscrimination or reasonable accommodations should be directed to Northwestern's Director of Equal Opportunity and Access and Section 504 Coordinator, 1800 Sherman Avenue, Suite 4-500, Evanston, Illinois 60208, 847-491-7458, [eeo@northwestern.edu](mailto:eeo@northwestern.edu).

Any alleged violations of this policy or questions with respect to sexual misconduct or sexual harassment should be directed to Northwestern's Title IX Coordinator, 1800 Sherman Avenue, Suite 4-500, Evanston, Illinois 60208, 847-467-6871, [TitleIXCoordinator@northwestern.edu](mailto:TitleIXCoordinator@northwestern.edu).

A person may also file a complaint with the Department of Education's Office for Civil Rights regarding an alleged violation of Title IX by visiting [www2.ed.gov/about/offices/list/ocr/complaintintro.html](http://www2.ed.gov/about/offices/list/ocr/complaintintro.html) or calling 800-421-3481.



**Northwestern University is committed to fostering an environment in which all members of our campus community are safe and free from sexual misconduct of any form.**

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## Sexual misconduct may include

**Sexual assault:** sexual penetration without consent, sexual contact without consent, incest, or statutory rape

**Sexual exploitation:** taking sexual advantage of another person without consent (e.g., voyeurism, lewd exposure, recording intimate activity)

**Sexual harassment:** unwelcome conduct of a sexual nature that creates a hostile environment or is a condition of employment, academic standing, or participation in a University program or activity

**Dating/domestic violence:** physical, psychological/emotional, or sexual abuse between persons in an intimate relationship

**Stalking:** knowingly engaging in a course of conduct directed at a specific person that one knows or should know would cause a reasonable person to fear for their safety or suffer substantial emotional distress (e.g., threats, following, monitoring, communication)

**Retaliation:** materially adverse action directed at a person for reporting sexual misconduct or participating in an investigation or hearing

The full definitions of these terms can be found in the Policy on Sexual Misconduct.

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## Consent

Consent is a knowing and voluntary agreement to engage in specific sexual activity at the time of the activity.

Consent must be **knowing, voluntary, active, and present and ongoing.**

Consent is not present when an individual does not have the capacity to give consent due to age, alcohol, drugs, sleep, or other physical condition or disability.

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## Title IX

Title IX is a federal civil rights law that prohibits discrimination on the basis of sex in federally funded educational programs and activities.

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## If you believe that you have experienced sexual misconduct, you have options.

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### You have options

- Seek medical attention to treat any injuries, test for sexually transmitted infections, obtain emergency contraception (if needed), and/or perform a rape evidence collection procedure. A medical forensic exam can be performed up to seven days after an incident but is most effective if performed sooner.
- Speak with a confidential resource about your options, on or off campus. See page 11 for a list of Northwestern confidential resources.
- Contact the police to file a report. See page 13 for contact information.
- Contact the Title IX Coordinator or a Deputy Title IX Coordinator to report the incident to Northwestern. See page 12 for contact information.
- Preserve any physical evidence you have in case you decide to report the incident at a later date.

### Preserving evidence

Northwestern encourages individuals who have experienced sexual misconduct to preserve evidence to the greatest extent possible, as this will preserve more options for them in the future. Some suggestions include the following:

- Preserve evidence of electronic communications, such as text messages, pictures, and/or social networking pages, by saving them and/or taking screen shots.
- If there is suspicion that a drink may have been drugged, inform a medical assistance provider and/or police as soon as possible so they can collect evidence (e.g., from the drink, through urine or blood sample).
- Because evidence that may be located on the body can dissipate quickly, consider going to a hospital or medical facility immediately to seek a medical exam. If possible, do not shower, brush teeth, use the bathroom, or eat before going to the hospital or seeking medical attention. Do not wash clothes or bedding.



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## Northwestern can help you

- Connect with on-campus and off-campus resources—including medical, counseling, immigration, student financial aid, and legal resources.
- File a police report or a complaint with the University.
- Request measures such as no-contact directives from the University, protective orders from a court, or housing, academic, working, or transportation accommodations.

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## Interim measures and accommodations

The University can put in place measures to provide support and protection to an individual who reports having experienced sexual misconduct. Such measures include the following:

- academic assistance
- housing or workspace relocation
- dining arrangements
- time off from class or work
- student financial aid arrangements
- transportation arrangements
- no-contact directives
- safety planning

Contact the Title IX Coordinator (see page 12) or the Deputy Title IX Coordinator for Students (see page 12) for help. Such measures will be kept confidential to the extent possible.

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## For students, faculty, and staff abroad

Northwestern can work with you to help create a safe environment and prioritize healing. Community members participating in University-sponsored international activities who experience sexual misconduct abroad can receive information about support and services from the Office of Global Safety and Security and from Deputy Title IX Coordinator Julie Friend (see page 12). For additional information, see [www.northwestern.edu/global-safety-security/emergencies-abroad/sexual-misconduct](http://www.northwestern.edu/global-safety-security/emergencies-abroad/sexual-misconduct).

Referrals for medical care may be obtained through Northwestern's international medical assistance provider, GeoBlue (610-254-8771); at the nearest United States embassy or consulate ([www.usembassy.gov](http://www.usembassy.gov)); or by calling American Citizens Services (202-501-4444).

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## About reporting

You may choose whether to report sexual misconduct to law enforcement, Northwestern, both, or neither.

Campus sexual misconduct investigations can occur at the same time as police investigations.

Northwestern can help you file a police report.

Reporting to police does not obligate you to testify in court.

To encourage reporting, an individual who makes a good-faith report of sexual misconduct that was directed at them or another person will **not** be subject to disciplinary action by the University for a conduct or policy violation that is related to and revealed in the sexual misconduct report or investigation, unless the University determines that the violation was serious and/or placed the health or safety of others at risk.

There is no time limit as to when an incident may be reported. However, reports should be made as soon as possible, preferably within one year. The passing of time makes a review of the evidence more difficult, and the memories of involved parties may become less reliable.

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## Reporting options

You may report an incident to law enforcement and request a police investigation. See page 13 for Northwestern, Evanston, and Chicago police contact information.

You may report an incident to Northwestern and request protective measures and/or a University investigation by contacting a Title IX Coordinator. See page 12 for contact information.

You may also report sexual misconduct electronically:

### **Sexual Misconduct Online Reporting Form**

[bit.ly/NUReportSexualMisconduct](https://bit.ly/NUReportSexualMisconduct)

### **Via email**

[TitleIXReport@northwestern.edu](mailto:TitleIXReport@northwestern.edu)

### **EthicsPoint**

866-294-3545

[www.northwestern.edu/ethics](http://www.northwestern.edu/ethics)

While anonymous reports are accepted and will be reviewed, Northwestern's ability to address alleged sexual misconduct reported by anonymous sources is significantly limited.

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## Reporting obligation

All University employees (including student employees), as well as nonemployees with teaching or supervisory authority, are obligated to promptly report to the Title IX Coordinator sexual misconduct of which they become aware in the scope of their work for the University, unless they are a resource not obligated to report as listed in Appendix C of the Policy on Sexual Misconduct.

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## Privacy

Northwestern handles sexual misconduct reports discreetly, with information shared only with those who need to know in order to investigate and resolve the matter.

Parties in investigations of sexual misconduct are asked to keep the information related to the investigation private, to the extent consistent with applicable law. Witnesses and advisors will be asked to maintain complete confidentiality as to the investigation, to the extent consistent with applicable law.

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## What if a person does not want Northwestern to investigate or wants to remain anonymous?

In cases where an individual reporting sexual misconduct requests anonymity or does not wish to proceed with an investigation, the University will attempt to honor that request but, in some cases, may determine that the University needs to proceed with an investigation based on concern for the safety or well-being of the broader University community (e.g., risk of future acts of sexual violence or a pattern of sexual misconduct). Northwestern reserves the right to take appropriate action in such circumstances, including in cases when the individual reporting the misconduct chooses not to proceed; however, the University will not compel an individual to participate.

If you are unsure about whether you want to make a report or proceed with an investigation, a confidential resource can help you explore your options and provide additional resources, support, and information. See page 11 for a list of confidential resources.

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## Complaint investigation and resolution

Northwestern investigates complaints by meeting with the complainant, respondent, and witnesses and reviewing relevant evidence. The University uses the preponderance of the evidence standard, which means that if the evidence shows that it is more likely than not that sexual misconduct occurred, the respondent will be found responsible.

Investigations are usually conducted by the University's Title IX Investigator(s), Deputy Title IX Coordinators, or Title IX Coordinator, who are trained in handling sexual misconduct matters. Complaints against students that could lead to separation from the University are referred for a panel hearing following the investigation. See pages 8–9 for a flow chart of the sexual misconduct complaint resolution process.

Violations of the Sexual Misconduct Policy may result in sanctions and corrective actions. These actions may include required training or counseling, warning, probation, suspension, expulsion, demotion, termination, or revocation of tenure.

Services or other measures to help remedy the effects of sexual misconduct and prevent recurrence may also be provided.

The irrelevant prior sexual history of the parties will not be considered as evidence in the investigation.

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## Advisor/legal counsel

Complainants and respondents may be accompanied by one advisor throughout the investigation and any hearing process, provided that the involvement of the advisor does not result in any undue delay of the process. It is the responsibility of each party to coordinate scheduling with their advisor for any meetings or hearings. An advisor is a support person who is present to provide support to a complainant or respondent throughout an investigation and/or hearing. An advisor may not speak, write, or otherwise communicate with an investigator, hearing officer, or panel on behalf of the complainant or respondent.

In any matter involving a complaint of sexual assault, stalking, or dating or domestic violence, the advisor may be any person of the party's choosing, including an attorney. However, an advisor may not also serve as a witness in the same matter. Further, the advisor is still limited to the supportive and not participatory role described above. A representative from the University's Office of General Counsel may attend any proceeding where an attorney serving as an advisor is present. In all other matters, advisors cannot be a witness or party in the matter or a related matter, a family member of the complainant or respondent, or an attorney. A union representative may serve as an advisor, where applicable.

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## Timeline

In most cases, the University investigates and resolves complaints of sexual misconduct—including determining what sanctions and/or corrective actions will be taken—within 60 days of receiving a complaint.

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## Truthfulness

All participants have the responsibility to be completely truthful with the information they share at all stages of the process.

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## Retaliation

Northwestern strictly prohibits retaliation against any member of its community for reporting an incident of sexual misconduct or for participating, in any manner, in an investigation or hearing related to a report of sexual misconduct. The University considers such actions to be protected activities in which all members of the Northwestern community may freely engage.

Members of the community are prohibited from engaging in actions directly or through others that are aimed at dissuading a reasonable party or a witness from reporting sexual misconduct or participating in an investigation or hearing. A detailed definition of retaliation and examples of retaliatory conduct are provided in the University's Policy on Non-Retaliation.

The Northwestern community is strongly encouraged to report any alleged incident of retaliation under this policy to the Title IX Coordinator or Deputy Title IX Coordinator for Students, who shall investigate the matter and take appropriate actions to address such conduct.

## Overview of the sexual misconduct complaint resolution process

The Office of Equity receives a report of sexual misconduct.

A Title IX staff member from the Office of Equity contacts the person who may have experienced sexual misconduct to provide information about resources and options and extend an invitation to meet.

The person decides whether or not to meet with a Title IX staff member.

The person chooses to meet. The staff member goes over resources and options. The person may request interim measures and accommodations and may elect to proceed with an investigation.

The person chooses not to meet or requests not to proceed with an investigation. The University typically can honor that request.

The complainant chooses to proceed with an investigation. A Title IX staff member meets with the complainant to gather information about the concern. The complainant can suggest witnesses and provide evidence.

A Title IX staff member contacts the person who is alleged to have committed sexual misconduct (respondent) to notify them of the complaint, the resolution process, and the resources available to them.

The Title IX staff member investigating the complaint meets with the respondent to get information. The respondent can suggest witnesses and provide evidence.

CONTINUE TO TOP OF PAGE 9

*This flow chart is intended to provide a general overview. A full explanation of the sexual misconduct complaint resolution process can be found at [www.northwestern.edu/sexual-misconduct/university-policy/process.html](http://www.northwestern.edu/sexual-misconduct/university-policy/process.html).*

The Title IX staff member completes the investigation by collecting information from the complainant, respondent, and relevant witnesses and by reviewing all evidence collected.

If the respondent is a student and the matter has the potential to result in separation from the University, a panel hearing is scheduled by the Office of Student Conduct.

A report including the information collected and findings of fact is provided to the complainant, respondent, and panel at least five days before the hearing.

The complainant and respondent meet with the panel separately. The panel decides whether there has been a policy violation and, if so, what sanctions are appropriate. The panel informs the complainant and respondent of the outcome in writing.

If the respondent is a student and the matter does not have the potential to result in separation from the University or if the respondent is a faculty member, staff member, or third party, the parties are provided a written summary of the information collected and a finding of whether there has been a policy violation.

When a policy violation is found and the respondent is a student, the Title IX Coordinator or Deputy Title IX Coordinator for Students will determine any sanctions or corrective actions.

When a policy violation is found and the respondent is a staff member, the findings will be forwarded to the Department of Human Resources and the respondent's unit. Any sanctions or corrective actions will be decided in accordance with the *Staff Handbook*.

When a policy violation is found and the respondent is a faculty member, the findings will be forwarded to the faculty member's dean and the Associate Provost for Faculty. Any sanctions or corrective actions will be determined in accordance with the *Faculty Handbook*.

Any party may appeal a finding or sanction. Information on how to appeal is included in the outcome letters provided to the parties.

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## How to help someone who tells you about an incident of sexual misconduct

Individuals who have experienced sexual misconduct often respond in a variety of ways, including anger, sadness, confusion, or withdrawal.

**Listen:** Give the survivor your complete attention. Try not to interrupt or discuss your personal history.

**Support:** Survivors are often met with skepticism or disbelief. Offering nonjudgmental support and acknowledging the feelings of the survivor can help create a safe space for them to process the next steps.

**Refer:** You do not have to have all of the answers, and it is not your responsibility to fix the problem or determine what occurred. An important part of being helpful to a survivor is providing them with information about options and resources. Please refer survivors to the confidential resources and other options in this brochure.

Be sure to report to the Title IX Coordinator if required under the Reporting Obligation section on page 5.

### Do

Tell the survivor: This was not your fault. You have options.

Give the survivor options:

- to sit or stand
- to share or be silent
- to call CARE or other referrals or to have you facilitate the connection

Say that the survivor is not alone.

Tell the survivor that resources are available to help.

Take care of yourself. Get support if you need it.

### Don't

Say that you know what the survivor is going through.

Ask questions that suggest blame, such as “Why were you drinking?” or “Why didn't you get help sooner?”

Question whether the survivor is telling the truth.

Touch the survivor's leg, shoulder, hand, etc., without permission.

Panic. Take a deep breath and focus on the survivor.



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## Confidential resources

Confidential resources are privileged to keep communications confidential, except in very limited situations (e.g., minors, imminent danger).

### **CARE: Center for Awareness, Response, and Education**

(provides support, advocacy, and education to students)

847-491-2054

[www.northwestern.edu/care](http://www.northwestern.edu/care)

### **CAPS: Counseling and Psychological Services**

(provides counseling services to students)

847-491-2151 (24 hours)

[www.northwestern.edu/counseling](http://www.northwestern.edu/counseling)

### **Office of Religious and Spiritual Life**

(provides spiritual counseling and advice to members of the University community)

847-491-7256

[www.northwestern.edu/religious-life](http://www.northwestern.edu/religious-life)

### **Employee Assistance Program**

(provides crisis intervention and short-term counseling to faculty and staff members, as well as their household family members)

855-547-1851

[www.northwestern.edu/hr/work-life/employee-assistance-program.html](http://www.northwestern.edu/hr/work-life/employee-assistance-program.html)

### **Faculty Wellness Program**

(provides free consultations for faculty members to identify appropriate resources for personal and professional concerns)

312-695-2323

[www.northwestern.edu/provost/faculty-resources/work-life/faculty-wellness.html](http://www.northwestern.edu/provost/faculty-resources/work-life/faculty-wellness.html)

For confidential resources located off campus, please see [www.northwestern.edu/sexual-misconduct/get-help/confidential-support.html](http://www.northwestern.edu/sexual-misconduct/get-help/confidential-support.html).

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## Title IX Coordinator and Deputy Title IX Coordinators (to report concerns to Northwestern)

**Dwight Hamilton, Title IX Coordinator**

847-467-6871

TitleIXCoordinator@northwestern.edu

**Amanda DaSilva, Deputy Title IX Coordinator for Students**

(for complaints involving students)

847-467-6571

DeputyTitleIXCoordinator@northwestern.edu

**Sarah Brown, Deputy Title IX Coordinator**

(for complaints involving faculty and staff)

847-491-7458

sarah.brown@northwestern.edu

**Janna Blais, Deputy Title IX Coordinator**

(for Title IX athletics compliance issues)

847-491-7893

j-blais@northwestern.edu

**Julie Friend, Deputy Title IX Coordinator**

(for community members abroad)

847-467-3175

julie.friend@northwestern.edu

**Pim Thukral, Deputy Title IX Coordinator**

(for complaints on the Qatar campus)

+974 4454 5008

pim.thukral@northwestern.edu

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## Emergency resources

### **Northwestern University Police Department**

(has officers who are specially trained to work with victims of sexual violence)  
847-491-3456 (Evanston)  
312-503-3456 (Chicago)  
[www.northwestern.edu/up](http://www.northwestern.edu/up)

### **Evanston Police**

911 or 847-866-5000  
[www.cityofevanston.org/police](http://www.cityofevanston.org/police)

### **Chicago Police**

911 or 312-744-4000  
[home.chicagopolice.org](http://home.chicagopolice.org)

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## Medical resources

### **Northwestern University Health Service**

847-491-8100 (Evanston)  
312-695-8134 (Chicago)

### **NorthShore University HealthSystem/ Evanston Hospital**

847-570-2111

### **Northwestern Memorial Hospital (Chicago)**

312-926-5188

### **Presence Saint Francis Hospital (Evanston)**

847-316-4000  
(emergency contraception not provided)

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## 24-hour services

### **CAPS: Counseling and Psychological Services**

(provides counseling services to Northwestern students)  
847-491-2151 (24 hours)  
[www.northwestern.edu/counseling](http://www.northwestern.edu/counseling)

### **Chicago Metro Rape Crisis Hotline (YWCA)**

888-293-2080

### **Chicago Domestic Violence Line**

877-863-6338

### **Evanston Domestic Violence Line (YWCA)**

877-718-1868

### **RAINN: Rape, Abuse, and Incest National Network**

800-656-HOPE

### **SASHAA: Sexual Assault Support and Help for Americans Abroad**

[sashaa.org](http://sashaa.org)



Attachment C:

Northwestern's Sexual Misconduct Complaint Resolution  
Process

# SEXUAL MISCONDUCT COMPLAINT RESOLUTION PROCESS

Effective Date: September 2017

## I. INTRODUCTION AND GENERAL PROCEDURES

### *Introduction*

Northwestern University is committed to providing a safe and nondiscriminatory environment for all members of its community. The University's *Policy on Sexual Misconduct* prohibits sexual assault, sexual exploitation, stalking, dating violence, domestic violence, sexual harassment, and retaliation. The procedures below outline the process the University follows when it receives a report alleging a violation of the *Policy on Sexual Misconduct*. The Office of Equity ("the Office" or "Title IX staff") is responsible for handling reports alleging sexual misconduct. All reports will be handled in a prompt, fair, and impartial manner in accordance with Title IX, the *Violence Against Women Act*, the *Illinois Preventing Sexual Violence in Higher Education Act*, and other relevant laws and regulations, applicable University policies, and these guidelines.

The process described below is Northwestern's internal University process to determine whether Northwestern's policy has been violated and is not a court system. As such, Northwestern's process does not use the same rules of procedure and evidence as those used by courts or law enforcement to investigate or adjudicate criminal or civil legal violations. A victim of sexual violence or other crime has the right to simultaneously file and pursue a criminal complaint with law enforcement and a complaint with the University if he or she chooses, and to be assisted by the University in notifying law enforcement authorities if he or she chooses, or to decline to notify such authorities. Parties may also have options to file civil actions in court.

Because allegations of sexual misconduct can sometimes raise challenging new issues and involve competing interests, the University reserves discretion to take reasonable actions to address those issues in a manner consistent with the spirit of the applicable policies and these guidelines, while preserving fairness for both parties and maintaining the integrity of the resolution process.

### *Participant Roles*

- A **complainant** is the person who reports a concern and/or who has been impacted by an alleged policy violation. (This person is called a **reporter** for purposes of other conduct violations handled in the Office of Student Conduct.)
- A **respondent** is the person who is alleged to have violated University policy.
- **Parties** is a term that refers to the complainant and the respondent collectively.
- A **witness** is a person who has direct or indirect knowledge related to specific aspects of a case.
- An **advisor** is a support person who may be present to provide support to a complainant or respondent throughout an investigation and/or hearing. An advisor may not also serve as a witness in the same matter.

### ***Participation in Process***

The University invites complainants and witnesses to participate fully in the complaint resolution process. In order for the University to investigate a complaint and/or enable a respondent to fully respond to the allegations, most situations will require the complainant's participation and that their identity be disclosed to the respondent. If a complainant decides not to participate, but wants disciplinary action to be taken, the University will determine whether it is possible to move forward with a case without the participation of the complainant. In some cases, it will not be possible for disciplinary action to be taken without the participation of the complainant.

When individuals report allegations of sexual misconduct to the University and do not consent to the disclosure of their names and/or do not disclose the identity of the alleged offenders or identifiable information about the alleged offenders, the University's ability to respond to the complaints may be limited. In cases where an individual reporting sexual misconduct requests anonymity or does not wish to proceed with an investigation, the University will attempt to honor that request but, in some cases, the Title IX Coordinator or Deputy Title IX Coordinator for Students, or designee may determine that the University needs to proceed with an investigation based on concern for the safety or well-being of the broader University community (e.g., risk of future acts of sexual violence or a pattern of sexual misconduct). Northwestern reserves the right to take appropriate action in such circumstances, including in cases when the individual reporting the misconduct is reluctant to proceed; however, the University will not compel an individual to participate.

The University expects respondents to participate fully in all aspects of the complaint resolution process. If a respondent elects not to participate in any part of the process, the University may proceed without the respondent's participation. Respondents will be held accountable for any outcomes issued, even if they decline to participate.

All participants have the responsibility to be completely truthful with the information they share at all stages of the process. Any individual who knowingly or intentionally provides false information as part of a report or investigation under this Policy will be subject to discipline in accordance with the procedures set forth in the Student Handbook, Faculty Handbook, or Staff Handbook. This provision does not apply to a good faith report that is not substantiated or proven by a preponderance of the evidence.

### ***Privacy and Sharing of Information***

The University considers complaints and investigations of sexual misconduct to be private matters for the parties involved. For that reason, the University will protect the identity of persons involved in reports of sexual misconduct to the best of its ability. The University will only share personally identifiable information with persons with a need to know, in order for the University to investigate and respond or to deliver resources or support services. The University does not publish the names nor post identifiable information about persons involved in a report of sexual misconduct in the University Police Daily Crime Log (Blotter) or elsewhere online. However, the University cannot promise complete confidentiality or privacy in the handling of sexual misconduct reports or complaints.

All participants in an investigation of sexual misconduct will be informed that confidentiality helps enhance the integrity of the investigation, protect the privacy interests of the parties and protect the participants from statements that might be interpreted to be retaliatory or defamatory. For these reasons, the complainant and respondent will be asked at the beginning of the investigation to keep the information related to the investigation and resolution private, to the extent consistent with applicable law. Witnesses and advisors will be asked to maintain complete confidentiality, to the extent consistent with applicable law.

The University reserves the right to share information regarding the case with other appropriate parties on a need-to-know basis in accordance with FERPA and other applicable law.

### ***Retaliation***

Any participant in a sexual misconduct complaint who is aware of possible retaliation or has other concerns regarding the matter should report these concerns to the Title IX Coordinator, who shall take appropriate action to address such conduct in a prompt and equitable manner. Retaliation is explained in Policy Section D of the *Policy on Sexual Misconduct*.

### ***Case Resolution Timeline***

Though the University strives to resolve all cases in a timely manner, the typical timeline for a case varies based on the circumstances of the case. In most cases, the University investigates and resolves reports of policy violations, including initial determination of outcomes and sanctions, within 60 days of the complainant meeting with the investigator(s). Extensions of time beyond this 60 day timeframe may occur for good cause including, but not limited to, breaks in the academic calendar, the availability of the parties and witnesses (including due of leave of absence), the scope of the investigation, need for interim actions, and unforeseen or exigent circumstances. The parties will be notified of any extension. In cases where there is a simultaneous law enforcement investigation, the University may need to temporarily delay its investigation while law enforcement gathers evidence. However, the University investigation will generally proceed with its investigation and resolution of a complaint during any law enforcement investigation.

### ***Conflicts of Interest***

A list of investigators, panel members, and appeal reviewers who may make findings in sexual misconduct matters is posted at: <http://www.northwestern.edu/student-conduct/about-us/hearing-officers-investigators-panel-members/index.html>. Northwestern reserves the right to use an investigator, panel member, or appeal reviewer not on this list as it deems necessary. Parties have the opportunity to raise the issue of a potential conflict of interest or perceived bias within 2 days of their initial meeting with a Title IX staff member. Parties also have the opportunity to raise the issue of a potential conflict of interest or perceived bias involving panel members when they receive the investigative report in advance of a panel hearing. The Title IX Coordinator or designee will determine whether a conflict of interest exists. No investigator, panelist, or appeal reviewer will make findings or determinations in a case in which they have a conflict of interest.

### ***Standard of Evidence***

The University uses the preponderance of the evidence standard in investigations and hearings of complaints alleging sexual misconduct and any related violations. This means that



the investigation and hearing determine whether it is more likely than not that a violation of the policy occurred. A preponderance of the evidence means that over 50% of the information supports a finding that the misconduct occurred.

### ***Advisor/Legal Counsel***

Complainants and respondents may be accompanied by one advisor throughout the investigation and any hearing process, provided that the involvement of the advisor does not result in an undue delay of the process. It is the responsibility of each party to coordinate scheduling with their advisor for any meetings or hearings. An advisor is a support person who is present to provide support to a complainant or respondent throughout an investigation and/or hearing. An advisor may not speak, write, or otherwise communicate with an investigator, hearing officer or panel on behalf of the complainant or respondent. Advisors may not engage in behavior or advocacy that harasses, abuses, or intimidates either party, a witness, or individuals involved in resolving the complaint. Advisors who do not abide by these guidelines may be excluded from the process.

In any matter involving a complaint of sexual assault, stalking, or dating or domestic violence, the advisor may be any person of the party's choosing, including an attorney. However, an advisor may not also serve as a witness in the same matter. Further, the advisor is still limited to the supportive and not participatory role described above. A representative from the University's Office of General Counsel may attend any proceeding where an attorney serving as an advisor is present. In all other matters, advisors cannot be a witness or party in the matter or a related matter, a family member of the complainant or respondent, or an attorney. A union representative may serve as an advisor, where applicable.

## **II. REPORTING SEXUAL MISCONDUCT**

### ***Time Limitations for Reporting Sexual Misconduct***

There is no time limit for when an incident of sexual misconduct may be reported; however reports should be made as soon as possible after the incident, preferably within one year, because the passing of time makes a review of the evidence more difficult and the memories of involved parties may become less reliable.

The Title IX Coordinator reserves the right to conduct an initial inquiry, investigate, or otherwise address any report, regardless of the time it is made, based on concern for the safety or well-being of the University community.

### ***Reporting Sexual Misconduct***

A report of a violation can be submitted by anyone by any means. Reports of sexual misconduct may be submitted electronically using an incident report form, which can be found here: [bit.ly/NUReportSexualMisconduct](http://bit.ly/NUReportSexualMisconduct). Reports can also be submitted by email to: [TitleIXReport@northwestern.edu](mailto:TitleIXReport@northwestern.edu), or in person to the Office of Equity, 1800 Sherman, Suite 4-500, 847-467-6165. While anonymous incident reports will be reviewed by the Title IX Coordinator, the University's ability to address alleged misconduct reported by anonymous sources is significantly limited.

Upon receipt of a report of a violation, either from someone other than the alleged victim (e.g., a witness or a colleague), or directly by the alleged victim, a Title IX staff member will contact the alleged victim to provide information about resources and options. The information provided by the Title IX staff member will generally include information about medical and confidential

counseling and support resources; options for pursuing a complaint and/or reporting the incident to law enforcement; how to request a protective order or no-contact directive; how to request interim measures and accommodations; how to preserve evidence; where to access more information; and an invitation to meet with or speak to a Title IX staff member.

### **III. INITIAL INQUIRY**

When the Office of Equity receives a report of sexual misconduct, Title IX staff will begin an initial inquiry as soon as practicable, generally within one week. This will most frequently begin with an attempt to gain additional information from the complainant or alleged victim, preferably through an in-person meeting. The scope and timing of further action will depend upon a number of factors, including but not limited to, whether the identity of the alleged victim is known; whether the complainant/alleged victim is willing to participate in an investigation and/or hearing; whether the complainant/alleged victim requests anonymity or confidentiality; whether the respondent is affiliated with the University; and whether the University has an obligation to proceed with an investigation based on concerns for the safety of the broader University community, regardless of the complainant's wishes. Following an Initial Inquiry, possible next steps include:

- **Close the Case:** In order for a case to be referred for a full investigation, there must be sufficient information to believe a policy violation may have occurred and the respondent may be responsible. The Office may dismiss a case when insufficient information exists to move forward or when the alleged misconduct—even if substantiated— would not be a violation of policy. The Office may, in its discretion, reopen a case in the future if additional information becomes available or a complainant who was unwilling to pursue formal resolution changes their mind (consistent with the time limitations discussed above).
- **Informal Action:** Informal action involves measures taken by the University in response to a situation or report of sexual misconduct when formal resolution is not desired by the complainant or when there is not enough information to proceed with a formal resolution process against a known Respondent. Mediation will not be used to resolve complaints involving sexual misconduct. See section V below for further information.
- **Formal Resolution:** The Title IX Coordinator, Deputy Title IX Coordinator for Students, or designee may determine that there is reasonable information to suggest a policy violation may have occurred. In these cases, the complaint will proceed to further investigation and formal resolution. See section VI below for further information.

### **IV. INTERIM MEASURES AND ACCOMMODATIONS**

The Title IX Coordinator, Deputy Title IX Coordinator for Students, or designee will also determine whether interim measures and accommodations should be taken while the case is pending. Interim measures and accommodations may include measures taken prior to the formal resolution to ensure the safety and security of the campus community and/or following the resolution of a case. These measures may be applied to the complainant, the respondent or the broader University community and include (but are not limited to):

- A no-contact directive placed between members of the community
- Changes in academic, work, or living arrangements
- Assistance in requesting academic allowances
- A formal request or warning that a community member cease certain behaviors

- Removal of privileges or suspension of activity (including attendance in a specific class)
- Issuance of a timely warning to the University community
- Interim relocation or removal from campus housing (pursuant to the procedures set forth in the Student Handbook)
- Interim suspension or administrative leave pending resolution (pursuant to the procedures set forth in the applicable Student, Faculty, and Staff Handbooks).
- Issuance of a hold on academic and/or financial records pending outcome of proceedings or to enforce a sanction (a hold may prevent, among other things, registration, enrollment, matriculation, the release of transcripts, and graduation/the awarding of a degree)

## V. INFORMAL ACTION

Informal action can be used in certain sexual misconduct cases as a way to prevent the recurrence and remediate the impact of alleged sexual misconduct. Informal action involves measures taken by the University in response to a situation or report of sexual misconduct when formal resolution is not desired by the complainant or when there is not enough information to proceed with a formal resolution process against a known respondent. Informal action is not used when formal resolution is desired by a complainant and the respondent's identity is known.

Informal action does not result in findings related to responsibility or in sanctions.

Informal actions include, but are not limited to:

- A no-contact directive placed between members of the community
- Changes in academic, work, or living arrangements
- An educational meeting with the respondent
- Training for a group or unit
- An advisory letter
- Relocation or removal from a residence hall or fraternity/sorority-affiliated on-campus housing

## VI. FORMAL RESOLUTION

### ***Notification to Respondent***

The sexual misconduct complaint resolution process operates under a standard of fairness, which includes an opportunity for the respondent to be notified of the alleged misconduct and the policy violations under consideration and an opportunity to be heard. As such, if a case is referred for formal resolution, the Office will notify the respondent of the alleged misconduct and the respondent will be given an opportunity to respond. The notification will typically include a brief description of the alleged misconduct, a list of any University policies allegedly violated, and a description of the steps toward resolution. The University may modify the list of policies allegedly violated based on additional information revealed during investigation.

### ***Investigation***

The University will investigate complaints proceeding through formal resolution. Depending upon the circumstances, one or more investigators will be assigned from the Office of Equity or the Office of Human Resources. In some cases, another University office may conduct an

investigation under the direction of these offices, or an outside investigator may be retained. All investigators are trained on Title IX and the University's policies and procedures. Further, the Title IX Coordinator and the Deputy Title IX Coordinator for Students will be trained as hearing officers for purposes of adjudicating other potential violations of the student code of conduct arising out of the same complaint. Depending on the circumstances and in its discretion, the University may consolidate for investigation and resolution multiple complaints involving the same respondent; and/or complaints where the parties have made sexual misconduct allegations against each other.

During an investigation, the complainant will have the opportunity to describe their allegations and present supporting evidence to the investigator. The respondent will have the opportunity to hear the allegations, respond to them, and present supporting evidence to the investigator. Investigation meetings are not electronically recorded by the University, and may not be recorded by any participant. Parties and witnesses may take notes during investigation meetings. Generally, the investigator will meet with each party and each witness separately. In some cases, the investigator may interview the parties and/or witnesses more than once. The parties may submit additional materials or information to the investigator following their interview(s). In all cases, both the complainant and respondent will have equal opportunities to share information and have their information considered.

The complainant and the respondent will both have the opportunity to present names of witnesses they suggest the investigator solicit information from and questions they request that the investigator ask the other party. Complainants and respondents may only present factual witnesses and may not present character or expert witnesses. The investigator will take the lists provided by the complainant and respondent into consideration when identifying whom they will interview and what questions they ask, but these decisions remain in the investigator's discretion. The investigator may also choose to interview other witnesses not identified by the parties.

### ***Withdrawal***

Prior to the conclusion of a sexual misconduct investigation, the complainant may request to withdraw the complaint by contacting the Title IX Coordinator in writing.

### ***Types of Resolution***

Following investigation, the matter will be resolved using either Administrative Resolution or a Panel Hearing, as discussed below.

#### ***A. Administrative Resolution***

Administrative resolution is used in all sexual misconduct cases involving faculty, staff, or third party respondents, and in cases involving student respondents that do not have the potential to result in separation from the University of a respondent (i.e., suspension, exclusion, degree revocation, expulsion, or group dissolution). The potential of an alleged violation involving a student respondent to result in separation from the University will be determined by the Title IX Coordinator, Deputy Title IX Coordinator for Students, or designee following initial inquiry.

Administrative resolution involves a determination made by the Office of Equity of whether the *Policy on Sexual Misconduct* has been violated. In addition, the Office may make findings on other potential policy violations arising out of the same complaint in place of the student conduct administrative hearing process (UHAS) or other University investigation process that otherwise would have been applicable.

The complainant and the respondent will both be notified simultaneously in writing of the findings of the administrative resolution. In the event a violation is found, the investigator will also provide their findings to the appropriate University office.

- For student respondents, in the event a policy violation is found, the Title IX Coordinator or Deputy Title IX Coordinator for Students, in consultation with the Director of the Office of Student Conduct or designee, will determine what sanctions or corrective actions should be imposed on the respondent in accordance with the Sanctions section of the Student Handbook.
- For staff respondents, in the event a policy violation is found, the Title IX Coordinator will provide findings to the Office of Human Resources and the respondent's manager(s), who are responsible for deciding what sanctions or corrective actions should be imposed on the respondent, in accordance with the procedures set forth in Staff Handbook.
- For faculty respondents, in the event a policy violation is found, the Title IX Coordinator will provide findings to the faculty member's Dean or Associate Dean for Faculty and the Associate Provost for Faculty. Any sanctions or corrective actions imposed will be determined in accordance with the procedures set forth in the Faculty Handbook.
- For third party respondents, findings of a violation will be provided to the appropriate University office for further action consistent with the findings.

Notification of findings and sanctions may be provided to the complainant and the respondent in separate correspondence from the investigator and the office imposing the sanction. Notification to the complainant will include findings related to violations of policy, remedies offered or provided to the complainant, sanctions imposed on the respondent that directly relate to the complainant, and any other steps the University has taken to prevent the recurrence and eliminate a hostile environment, if such was found to exist. In a case related to alleged sexual assault, stalking, or dating or domestic violence, the notification of outcome will also include the rationale for the findings related to violations of policy and all sanctions imposed on the respondent, not just those directly related to the complainant. The respondent generally will not be notified of the individual remedies offered or provided to the complainant. Complainants and respondents are informed of appeal procedures and any changes to the outcome that occur prior to the time that such outcome becomes final. The University encourages the parties to maintain confidentiality of all communication related to findings and sanctions.

### ***B. Panel Hearings in Certain Student Cases***

In cases where the Title IX Coordinator, Deputy Title IX Coordinator for Students, or designee has determined, based on initial inquiry, that the alleged violation has the potential to result in separation of a respondent from the University (i.e., suspension, exclusion, degree revocation, expulsion, or group dissolution), the matter will be heard in a panel hearing pursuant to the University Hearing and Appeals System (UHAS) Panel Hearing Process. That process is set forth in **Appendix A**.

## VII. SANCTIONS

When a violation of the Policy on Sexual Misconduct is found, sanctions are determined based on several factors, including the severity of the conduct and any prior policy violations. In addition, the University may take steps to address the effects of the conduct on victims and others, including, but not limited to, counseling and support resources, academic and housing assistance, change in work situations, leaves of absence, and training or other preventative measures. Sanctions and remedial actions aim to eliminate any hostile environment, prevent sexual misconduct from recurring, and remedy any discriminatory effects on a complainant or others. Sanctions and corrective actions can include, but are not limited to:

- *Verbal warning*
- *Written warning*
- *Advisory letter*
- *Conduct review*
- *Disciplinary hold on academic and/or financial records*
- *Performance improvement/ management process*
- *Required counseling*
- *Required training or education*
- *Campus access restrictions*
- *Loss of oversight, teaching or supervisory responsibility*
- *Probation*
- *Demotion*
- *Loss of pay increase*
- *Transfer (employment)*
- *Revocation of offer (employment or admissions)*
- *Disciplinary suspension*
- *Suspension with pay*
- *Suspension without pay*
- *Exclusion*
- *Expulsion*
- *Degree revocation*
- *No trespass order issued by NUPD (with respect to campus locations)*
- *No contact directive (with respect to an individual)*
- *Loss of privileges*
- *Termination of employment*
- *Revocation of tenure*
- *Termination of contract (for contractors)*

## VIII. APPEALS

### ***A. Appeals After Administrative Resolution***

The complainant or respondent may appeal the findings in an administrative resolution, and, if sanctions are imposed, a determination of sanctions. An appeal will be handled in a manner consistent with any applicable terms or procedures in the Faculty Handbook, Staff Handbook, or



applicable contract. Otherwise, the terms and procedures outlined in these guidelines will control.

The appeal must be made within five (5) calendar days of the date of the written notification of the findings or, if sanctions are imposed, the determination of sanctions. An appeal must be in writing and specify the basis for the appeal. The original finding is presumed to have been decided reasonably and appropriately by a preponderance of the evidence. The only grounds for appeal are as follows:

- New information discovered after the investigation that could not have reasonably been available at the time of the investigation and is of a nature that could materially change the outcome;
- Procedural errors within the investigation or resolution process that may have substantially affected the fairness of the process;
- An outcome (findings or sanctions) that was manifestly contrary to the weight of the information presented (i.e., obviously unreasonable and unsupported by the great weight of information).

In the event sanctions were imposed, it shall be in the discretion of the Title IX Coordinator and the sanctioning office whether the sanctions shall be implemented or stayed pending resolution of an appeal.

Appeals will be handled by the following reviewers, who may delegate the review of an appeal to a designee, and will delegate review in any case in which they cannot serve as an impartial reviewer.

- An appeal of a complaint against a student should be addressed to:  
*Dwight Hamilton*  
*Title IX Coordinator and Associate Vice President for Equity*  
*1800 Sherman Ave, Suite 4-500*  
*Evanston, IL 60208*  
*(847) 467-6871*  
[dwight.hamilton@northwestern.edu](mailto:dwight.hamilton@northwestern.edu)
- An appeal of a complaint against a faculty member should be addressed to:  
*Lindsay Chase-Lansdale*  
*Associate Provost for Faculty*  
*Rebecca Crown Center*  
*633 Clark Street*  
*Evanston, IL 60208*  
*(847) 467-6906*  
[lcl@northwestern.edu](mailto:lcl@northwestern.edu)
- An appeal of a complaint against a staff member or third-party should be addressed to:  
*Pamela S. Beemer*  
*Associate Vice President for Human Resources*  
*720 University Place*  
*Evanston, IL 60208*

(847) 491-7505  
[p-beemer@northwestern.edu](mailto:p-beemer@northwestern.edu)

The decision on an appeal will be issued as expeditiously as possible, usually within 21 days, though this may vary based on the scope of the appeal or unforeseen circumstances. The reviewer may review the full case, beyond the aspects of the case outlined in the request for appeal. If the reviewer does not find that any of the three grounds for appeal are present in the case, the outcome will be upheld. If the reviewer finds that any of the grounds for appeal are present in the case, they may amend the outcome, may issue a new outcome, or may refer the matter back to the investigator for further consideration. A final outcome on an appeal is not subject to further appeal.

### ***B. Appeals After Panel Hearing***

In student cases that are resolved through a Panel Hearing, the parties may request an appeal, which is conducted using the process set forth in the University Hearing and Appeals System (UHAS) (See **Appendix A**).

## APPENDIX A

### UNIVERSITY HEARING AND APPEALS SYSTEM (UHAS) PANEL HEARING PROCESS

#### *Panel Hearings*

Panel hearing are utilized in cases that have the potential to result in separation from the University, either because the respondent chose a panel hearing (instead of an administrative hearing) or because the case involves allegations of sexual misconduct. The following section outlines the investigative and hearing processes utilized in a Panel Hearing.

#### Panels

Panel members are students, faculty, and staff from the University community. Panel members apply annually and are selected by the Office of Student Conduct. The Vice President for Student Affairs and the president of the Associated Student Government, or designee, approve the selection of all Panel members.

The Panel for cases not related to allegations of sexual misconduct will typically be made up of five members. The Panel for cases related to allegations of sexual misconduct will be made up of three members and all members will be faculty or staff who have completed training to hear cases related to sexual misconduct. (Note: Students do not serve on panels for cases related to alleged sexual misconduct due to privacy concerns for both the reporter and the respondent. This difference in the make-up of the panel came at the request of and after extensive consultation with Northwestern students.) The Office of Student Conduct should do its best to diversify each Panel—both in terms of social identities and affiliations within the University. Reporters and respondents will be provided a list of all potential panel members prior to the panel hearing and will be given the opportunity to express concern about any potential panel member's ability to act impartially in hearing their case. Decisions related to panel members' participation in their hearing will be made by the Panel Coordinator from the Office of Student Conduct.



In cases not related to sexual misconduct where there are exigent circumstances (including but not limited to concern for the safety or security of the University community or the academic progress of a student) or in cases where the timeline requires the case to be heard when a five-person Panel cannot reasonably be assembled (including but not limited to finals weeks or periods of University break), a three-member Panel may be used in place of a five-member Panel and/or trained Hearing Officers who have no prior involvement in the case can serve as Panel members.

### Format of Panel Hearings

A Panel Hearing will include the members of the Panel, a Panel Coordinator from the Office of Student Conduct, and, if applicable, the Deputy Title IX Coordinator for Students, or designee. The role of the OSC Panel Coordinator is to ensure that the Panel follows the process set forth in this document, clarify any questions about the policies and procedures, and provide consult on available sanctions and past precedent. The role of the Deputy Title IX Coordinator for Students is to observe the hearing and ensure compliance with all aspects of the Sexual Misconduct Complaint Resolution Process.

The reporter and respondent will each be given an opportunity to independently speak to the Panel. During this time, they should provide their perspective on policy violations given the findings of the investigator. The reporter and the respondent will not meet with the Panel together but rather will be given individual time with the Panel. The reporter's and the respondent's time with the Panel will be structured as follows:

- Statement to the Panel: Ten (10) minutes to present a statement to the Panel
- Questions from the Panel
- Final Statement: Five (5) minutes to provide any concluding comment

Once the Panel has met with the reporter and the respondent, the Panel may meet privately with the investigator. During this time, Panel members will ask any clarifying questions they have of the investigator. They will consider the questions submitted by the reporter and the respondent when determining which questions to ask the investigator.

The Panel will deliberate the policy violations and sanction decisions in private with the OSC Panel Coordinator and, if applicable, the Deputy Title IX Coordinator for Students. The investigator will not be present but will remain available to the Panel for additional questions as needed. During their deliberations, the Panel members will utilize the findings presented by the investigator and the information they heard from the reporter and the respondent to determine responsibility for each alleged policy violation. A majority vote is needed to find a respondent responsible or not responsible for each policy in question. Each member of the Panel will have one vote.

If the Panel finds the respondent responsible for any policy violations, the Panel will determine appropriate sanctions. The Panel can consult the investigator, as well as the OSC Panel Coordinator, when considering sanction options, but the decision about which sanctions to issue is solely at the discretion of the Panel. A majority vote is needed to issue a sanction. Each member of the Panel has one vote.

### *Notification of Outcome*

Upon the conclusion of a hearing, the respondent will be promptly notified in writing of the outcome of the hearing including; the findings related to violations of policy, the rationale for these findings, the sanctions imposed, and the information regarding review/appeal procedures. In the case of an Administrative Hearing, this notification will be made by the Hearing Officer. In the case of a Panel Hearing, this notification will be made by the OSC Panel Coordinator.

As is required by law in cases of sexual misconduct, the reporter and the respondent will both be notified simultaneously and in writing of the outcome of the hearing and/or appeal. Notification to the reporter includes findings related to violations of policy, remedies offered or provided to the reporter, sanctions imposed on the respondent that directly relate to the reporter, and any other steps the University has taken to prevent the recurrence and eliminate a hostile environment, if such was found to exist. In a case related to alleged sexual assault, stalking, or dating or domestic violence, the notification of outcome will also include the rationale for the findings related to violations of policy and all sanctions imposed on the respondent, not just those directly related to the reporter. In all cases, the respondent generally will not be notified of the individual remedies offered or provided to the reporter.

For all cases involving an alleged violation of the Sexual Misconduct Policy, reporters and respondents are informed of appeal procedures, any changes to the outcome that occur prior to the time that such outcome becomes final, and when such outcome becomes final.

In accordance with applicable law, the University may also disclose to a victim the final result (the violation committed and any sanction imposed) of a student conduct hearing related to an alleged perpetrator of a crime of violence (alleged or attempted commission of the following offenses: arson, assault offenses, burglary, criminal homicide, manslaughter, murder, destruction/damage/vandalism of property, kidnapping/abduction, robbery, sexual assault, dating or domestic violence or stalking).

The respondent's academic program as well as other University programs (e.g., Athletics, offices of employment), may be notified of information related to a conduct case, including the outcome, whenever there is a legitimate educational interest to do so (for example, when a finding of responsibility impacts the respondent's participation in a University program, or as necessary to implement accommodations for a reporter). If Northwestern University is not a student's home institution (e.g., students who are studying abroad or on exchange at Northwestern), the University reserves the right to notify the student's home institution of serious violations of University policy or accommodations related to a student's enrollment at the home institution.

### *Record of the Hearing*

Records of all hearings are kept by the Office of Student Conduct. Any party involved is welcome to take written notes during interviews, but audio or video recordings and typed transcripts by the parties are not allowed. Any exception to this policy is the sole discretion of the director of the OSC. Deliberations by conduct administrators or Panels are never recorded by means of audio or videotaping and no transcripts are kept, and the University does not allow for the recording or transcribing of these proceedings.

Also to help protect the privacy interests of the parties, while the reporter and the respondent are in possession of the investigative report, they are not permitted to duplicate it or in any way retain a copy (including electronically) at the conclusion of the case. If a reporter or respondent wishes to view any portion of the student conduct case record, they may schedule an appointment to view the information in the Office of Student Conduct. Copies of such records are not provided to the reporter or the respondent and cannot be made by the reporter or respondent. Any exception to this policy is in the sole discretion of the OSC. Conduct case records are only shared in accordance with FERPA and other University records policies.

### *Appeals*

The parties in all cases resolved through a Panel Hearing, as well as cases resolved through an Administrative Hearing that resulted in a separation from the University may

request an Appeal. A reporter or respondent (and a victim, if the victim is not the reporter, in a case related to alleged sexual misconduct) may request an appeal of the outcome of the hearing in writing to the OSC or Deputy Title IX Coordinator for Students, if applicable, within a reasonable time as designated in the outcome letter (typically within 5 calendar days of their receipt of the outcome). The original finding and sanction are presumed to have been decided reasonably and appropriately, and the only grounds for appeal are as follows:

- New information discovered after the hearing that could not have reasonably been available at the time of the hearing and is of a nature that could materially change the outcome
- Procedural errors within the student conduct process that may have substantially affected the fairness of the hearing
- An outcome (findings or sanctions) that was manifestly contrary to the weight of the information presented during the case (i.e., obviously unreasonable and unsupported by the great weight of information)

The Appeal is not a rehearing of the case; it is a written statement specifically stating the grounds for the appeal and any supporting information. In cases involving multiple parties, the non-appealing party will be able to review the request for appeal and will be given an opportunity to submit a written response to the Appellate Panel within the same time designated for the request for appeal. The appealing party will be able to review the response.

Similar to the original investigation and hearing, the Appeal and response to the Appeal may not include any character or expert witness statements. The Appeal is solely conducted via written statements. Neither the respondent nor the reporter will be allowed to request an in-person meeting with the Appellate Panel. In an extraordinary circumstance, the Appellate Panel may request an in-person meeting with the reporter and respondent. Should the Appellate Panel request a meeting with one party, a meeting will also be requested with the other party.

The Appellate Panel will review the Appeal, the investigator's report, and the case record. The Appellate Panel may consult in confidence with other members of the University community in order to substantiate the grounds for appeal or to seek clarification of issues raised in the Appeal. (Examples might include, but are not limited to, consulting the investigator for the case on the specifics of the findings or consulting a conduct administrator about the student conduct process.)

The Appellate Panel may review the full case, beyond the aspects of the case outlined in the request for Appeal. If the Appellate Panel does not find that any of the grounds for appeal are present in the case, the Panel will uphold the outcome (findings and sanctions) of the Hearing Officers/Panel. If the Appellate Panel finds that any of the grounds for appeal are present in the case, they may amend the decision of the original Hearing Officer/Panel or may issue a new outcome (findings and sanctions). The Appellate Panel has final authority to determine the outcome of the case. No additional appeal or review can be requested or granted and all sanctions will take effect immediately. In an extraordinary circumstance, the Appellate Panel may refer the case back to the Hearing Officer or Panel for further review. In this case, the Appellate panel may recommend that alternate policies or sanctions be considered. Additionally, if a case is referred back to the Hearing Officer/Panel, the new decision of the Hearing Officer/Panel is considered final (no additional Appeal will be granted).

A written decision will be delivered to both parties by the Office of Student Conduct within a reasonable amount of time following receipt of the written appeal (typically within three weeks).

### *Appellate Panel*

A Appellate Panel will be appointed by the Vice President for Student Affairs, or designee, and will be trained annually by the Office of Student Conduct. The Appellate Panel will be made up of senior-level administrators and academic leaders who represent the Division of Student Affairs and the Office of the Provost. Three members of the Appellate Panel must be involved in each appeal decision, and decisions are made by a majority vote. In times of exigent circumstances, a conduct administrator or hearing panel member who has had no previous involvement in the case can be assigned by the OSC to fill in for a member of the Appellate Panel to ensure expediency of the decision. The OSC Panel Coordinator or designee will be privy to all Appellate Panel discussions to ensure compliance with the UHAS procedures.

Attachment D:

Appendix B of Northwestern's 2017 Annual Security & Fire  
Safety Report for the Evanston and Chicago Campuses

## **APPENDIX B**

### CAMPUS TRAININGS

*(Specifically Focused on Sexual Assault, Domestic Violence,  
Dating Violence and Stalking)*

Northwestern is committed to providing a campus environment that is free from sexual misconduct and discrimination and where people understand their responsibilities to help prevent sexual misconduct, including sexual assault, sexual harassment, sexual exploitation, stalking, and dating and domestic violence.

As we are all responsible for the safety of our community, the University provides faculty, staff, graduate students, and professional students with valuable education and resources through an online course, *Preventing Sexual Misconduct and Sex Discrimination*. This interactive course educates participants about sexual misconduct, the associated laws and University policies, and available resources at Northwestern. Topics such as sex discrimination, sexual assault, sexual harassment, dating and domestic violence, and stalking are covered. Undergraduate students receive in-person training and complete a student-focused online training module when they enter the University.

The Northwestern University main campus (Evanston) is available to provide Northwestern's remote campuses with information on training initiatives, programs and campaigns developed in accordance with the Violence Against Women Act. For additional information, contact the Office of Equity at 847-467-6165 or [TitleIXCoordinator@northwestern.edu](mailto:TitleIXCoordinator@northwestern.edu).

**VAWA training or outreach provided or organized by: the Office of Equity  
(formerly the Sexual Harassment Prevention Office)—2016 Calendar Year**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
Training on Process	Women's Center Staff	4	1/1/16	yes	Title IX Process and Procedures
Sexual Harassment/ Title IX Overview	Housekeeping Staff	50	1/19/16	no	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Prevention Training	Prosthetics/ Orthotics	unknown	2/4/16	unknown	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Sexual Harassment/ Title IX Overview	Athletics Temp staff	100	2/13/16	no	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Prevention Training	Jewett Lab Training Discussion-graduate students and post-docs	17-20	2/22/16	yes	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Prevention Training	Associate Deans for Faculty	8 Associate Deans, 1 Associate Provost, 1 Assistant Provost, 1 Program Coordinator	4/13/16	no	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Prevention Training	WCAS Chairs Council Presentation	30-40 chairs and others	4/27/16	no	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Title IX at Northwestern	Title IX Process Panel	7	4/28/16	yes	Title IX Process and Procedures
Title IX Process Panel	Students/CARE co-presented with Panel	15-20	4/28/16	yes	Title IX Process and Procedures
Sexual Harassment/ Title IX Overview	Law students	20	6/15/16	no	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Sexual Harassment/ Title IX Overview	Graduate Housing Assistants	10	6/16/16	yes	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Sexual Harassment/ Title IX Overview	Residential Life Training, staff	100	8/15/16	yes	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Sexual Harassment/ Title IX Overview	Graduate Housing Assistants	10	8/17/16	yes	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.



**VAWA training or outreach provided or organized by: the Office of Equity  
(formerly the Sexual Harassment Prevention Office)—2016 Calendar Year (continued)**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
Sexual Harassment/ Title IX Overview	Law School Resource Fair sponsored by the Law School	open event	8/23/16	no	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Sexual Harassment/ Title IX Overview	Athletics Temp Staff	100	8/27/16	no	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Resident Assistant Fall Training Resource Fair sponsored by Residential Services	Resident Assistants	open event	8/30/16	no	The Sexual Harassment Prevention Office staff distributed information on policies and resources, including information related to Title IX and sexual violence.
Sexual Harassment/ Title IX Overview	International Summer Institute Training, Students	50	8/30/16	no	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Poster or brochure mailing	All Faculty, Staff, and New Students	800-1000	9/1/16	N/A	This brochure contains information on sexual harassment, sexual violence, Title IX, and contact information for Title IX Coordinators.
Sexual Harassment/ Title IX Overview	Resident Advisors, Students	100	9/2/16	yes	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Sexual Harassment/ Title IX Overview	Peer Advisor Board, Students	10	9/7/16	yes	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Sexual Harassment/ Title IX Overview	Chaplain's Office Staff	7	9/7/16	yes	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Parent and Fam- ily Resource Fair sponsored by New Student and Family Programs	New Students	open event	9/13/16	no	The Sexual Harassment Prevention Office staff distributed information on policies and resources, including information related to Title IX and sexual violence.
Sexual Harassment/ Title IX Overview	SPAC Student Employees	35	9/13/16	no	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Prevention Training	New Faculty Orientation	100	9/14/16	no	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
New Student and Graduate Student Resource Fair sponsored by New Student and Family Programs	New Students	open event	9/15/16	no	The Sexual Harassment Prevention Office staff distributed information on policies and resources, including information related to Title IX and sexual violence.

**VAWA training or outreach provided or organized by: the Office of Equity  
(formerly the Sexual Harassment Prevention Office)—2016 Calendar Year (continued)**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
Sexual Harassment/ Title IX Overview	NUIT Student Employees	50	9/19/16	no	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Prevention Training	Accessible NU/BCT Training	19	9/22/16	yes	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Northwestern Health and Benefits Fair Sponsored by Human Resources (Chicago)	Employees	open event	10/11/16	no	The Sexual Harassment Prevention Office staff distributed information on policies and resources, including information related to Title IX and sexual violence.
Sexual Harassment/ Title IX Overview	Athletics Physician Staff	30	10/12/16	yes	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Northwestern Health and Benefits Fair Sponsored by Human Resources (Evanston)	Employees	open event	10/18/16	no	The Sexual Harassment Prevention Office staff distributed information on policies and resources, including information related to Title IX and sexual violence.
Sexual Harassment/ Title IX Overview	Health Services Staff	40	10/18/16	yes	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Title IX at North- western	Title IX Presentation for Student Affairs	35	10/25/16	no	Title IX Process and Procedures
Prevention Training	Council of One Hundred Talk-Chicago	60	10/27/16	no	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Title IX at Northwestern	Sanctioning Panel Training	9	11/3/16	yes	Title IX Process and Procedures
Sexual Harassment/ Title IX Overview	CCM Training. Chicago campus but broadcast live to Evanston campus.	60 (not including broadcast audience)	11/3/16	yes	Training covered all forms of harassment, including sexual harassment, gender-based harassment and micro-aggressions.
Prevention Training	William White Class at Ford Building	59	11/8/16	yes	The Sexual Harassment Prevention Office provided sexual harassment prevention training, including information on sexual violence and mandatory reporting.
Prevention Training	MARS training	20 students	11/28/16	yes	Covered policies, consent, updates for office and process description then answered questions.
Preventing Sexual Misconduct & Sex Discrimination Online Course	All Faculty, Staff, Graduate, Professional Students, and Undergraduate SPS Students.	20,000	Rolling throughout calendar year 2016	yes	The online course provides information on sexual misconduct, sex discrimination, the associated laws, and available resources at Northwestern.

**VAWA Training provided or organized by CARE  
(Center for Awareness, Response and Education)—2016 Calendar Year**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
Athletics FYE	Undergraduate Students	68	1/13/2016	yes	Required by Athletics, included basic information about resources, sexual violence, and rape culture.
Athletics FYE	Undergraduate Students	60	1/19/2016	yes	Required by Athletics, included basic information about resources, sexual violence, and rape culture.
My Masculinity Helps	Undergraduate Students; Graduate Students	10	3/1/2016	no	MMH is a short documentary that explores the role of African American men and boys in the prevention of sexual violence. We screened the film and held a discussion
Pi Kappa Alpha New Member Education	Undergraduate Students	25	1/20/2016	no	As requested by the fraternity, CARE conducted 4 separate 2 hour sessions over a time period of 6 weeks. Topics covered included sexual violence 101, consent, masculinity 101, and bystander intervention.
Step Up	Undergraduate Students	20	2/5/2016	no	Step up is a program that explores the barriers to bystander intervention and teaches the skills to intervene.
Step Up	Staff; Faculty	24	2/11/2016	no	Step up is a program that explores the barriers to bystander intervention and teaches the skills to intervene.
Sexual Health and Assault Peer Educator New Member Training	Undergraduate Students	23	1/11/2016	no	Ongoing training biweekly through winter quarter to provide incoming SHAPE peer educators with training about sexual violence, consent, healthy relationships, and healthy sexuality.
Support Starts Here: NUHS	Staff	20	1/19/2016	no	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
Support Starts Here: FSL	Graduate Students; Staff	6	2/16/2016	no	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
Support Starts Here: Study Abroad Office	Staff	7	4/14/2016	no	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
Support Starts Here: Feinberg Medical School Staff	Staff; Faculty	13	5/6/2016	no	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
Support Starts here: MSC Staff	Staff	7	5/3/2016	no	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
Support Starts Here: Sexual Assault Awareness Month	Staff	3	4/6/2016	no	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
Survivor Art Exhibit and Celebration	Undergraduate Students; Graduate Students; Staff; Faculty	10	4/12/2016	no	Survivor art from RVA, as well as other community agencies was displayed during a fair style resource tabling session.

**VAWA Training provided or organized by CARE  
(Center for Awareness, Response and Education)—2016 Calendar Year (continued)**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
Title IX Process Panel	Undergraduate Students; Graduate Students	20	4/28/2016	no	Co-sponsored by the USHPO office, a small panel of Title IX and CARE staff explained the investigation and hearing process, followed by a period for questions from students.
The Hunting Ground Screening and Discussion	Undergraduate Students	55	4/6/2016	no	The Hunting Ground is a documentary that explores sexual assault on college campuses in the US. The film was screened and discussed afterwards.
Step Up Workshop at the International Office	Staff	9	4/15/2016	no	Step up is a program that explores the barriers to bystander intervention and teaches the skills to intervene.
Step Up Workshop for Staff (Open)	Staff	11	4/12/2016	no	Step up is a program that explores the barriers to bystander intervention and teaches the skills to intervene.
Male Survivors and Resources	Undergraduate Students	10	5/18/2016	no	An open discussion exploring the unique concerns and resources specific to male survivors.
IFC Leadership Activation Session	Undergraduate Students	25	5/4/2016	no	Open discussion on rape culture and the role that fraternity culture plays in promoting sexual violence.
Step Up Workshop for Staff (Open)	Undergraduate Students; Staff	10	5/12/2016	no	Step up is a program that explores the barriers to bystander intervention and teaches the skills to intervene.
Peer Health Educators Meeting	Undergraduate Students	75	5/17/2016	no	Information and discussion on consent, gender roles, and handling questions on consent.
Masculinity Workshop with Delta Upsilon	Undergraduate Students	32	4/24/2016	no	An exploration of masculinity and its role in violence, as well as fraternity culture, consent, and bystander intervention.
NU Men	Undergraduate Students	7	4/5/2016	no	A 6 week exploration of masculinity and men's role in preventing sexual violence.
Step Up Workshop for Students (Open)	Undergraduate Students	7	5/18/2016	no	Step up is a program that explores the barriers to bystander intervention and teaches the skills to intervene.
Relationship Violence and Stalking in Pan-Asian Communities	Undergraduate Students	6	5/19/2016	no	An open discussion centered on the intersections of relationship violence in Pan-Asian communities on campus and beyond.
Study Abroad Conference Presentation	Community members	25	6/23/2016	no	Presentation in collaboration with staff of the Study Abroad Office at conference to share information about Northwestern's work educating students before going abroad about sexuality and gender.
Stalking Resource Center	Staff	34	6/21/2016	no	A day-long training on what stalking looks like on college campuses and how we can address it. This training featured special guest Rebecca Dreke from the Stalking Resource Center, as well as trainings by CARE staff members.

**VAWA Training provided or organized by CARE  
(Center for Awareness, Response and Education)—2016 Calendar Year (continued)**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
GESI Training	Undergraduate Students	50	6/15/2016	no	This workshop included basic information and resource sharing, discussion on gender roles, street harassment, mindfulness, and bystander intervention.
NCCADV Conference Presentation	Community members	40	5/17/2016	no	Remote speaking engagement by CARE staff to share with North Carolina Coalition Against Domestic Violence staff the work of Student Body.
University Hearing and Appeals System Training	Staff	20	5/13/2016	no	Training by CARE staff of panel members who will sit on Title IX sexual misconduct hearings. Addressed dynamics of sexual violence, relationship violence, stalking, and trauma.
PHA Town Hall re: Sexual Violence and IFC	Undergraduate Students	20	5/2/2016	no	Attended town hall with PHA sorority women about addressing sexual violence at Northwestern within the Greek community.
Lunch Program with First Year Athletes	Undergraduate Students	35	7/15/2016	no	Basic resource information sharing.
Step Up	Graduate Students	13	8/1/2016	no	Step up is a program that explores the barriers to bystander intervention and teaches the skills to intervene.
Residential Services Professional Staff Support Starts Here	Staff	12	8/15/2016	no	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
GESI Return Training	Undergraduate Students	100	8/17/2016	no	Training with students who studied abroad with the GESI program this summer to share CARE resources and provide a space for debrief about gender and sexuality abroad.
NU Police Department Support Starts here	Staff	30	8/29/2016	no	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
CAPS Post Doc Training	Staff	8	8/30/2016	no	Training with post docs in the Counseling and Psychological Services office about CARE's services, collaboration with CAPS, and an overview of sexual violence and Northwestern's Title IX process.
NU Police Department Support Starts here	Staff	30	8/30/2016	no	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
NU Police Department Support Starts here	Staff	30	9/2/2016	no	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
Student Academic Workshop Training	Undergraduate Students	35	9/2/2016	yes	Review of CARE resources and a discussion about consent, with a focus on healthy relationships and how to help a friend.

**VAWA Training provided or organized by CARE  
(Center for Awareness, Response and Education)—2016 Calendar Year (continued)**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
Resident Assistant Training	Undergraduate Students	100	9/2/2016	yes	This session covered basic information about CARE's resources, the dynamics of sexual violence, relationship violence, and stalking, how to support a student, and how to make a referral to care.
Behind Closed Doors	Undergraduate Students	100	9/6/2016	yes	Behind Closed Doors is a day long role-playing session for RA's in training. The RA's practice working with a resident who is experiencing sexual violence, relationship violence, and/or stalking. These interactions are observed and critiqued by Residential Life and CARE staff. Additionally, CARE staff may act as confidential, safe people during these sessions.
Peer Advisor Board Support Starts Here	Undergraduate Students	8	9/7/2016	yes	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
Religious Life Title IX Support	Staff	7	9/8/2016	no	Training in collaboration with Sexual Harassment Prevention Office staff about responsible employee status of Religious Life staff and supporting survivors.
Peer Advisor Training	Undergraduate Students	205	9/10/2016	yes	This session covered basic information about CARE's resources, consent, bystander intervention, how to support a student, how to make a referral to care, and the logistics for the Student Body.
Student Body Facilitator Training	Undergraduate Students	23	9/14/2016	no	A day-long training for peer educators to go over the content of the Student Body breakout session, challenging questions, the logistics of each night, and to prepare the physical materials for each breakout group.
Student Body True Northwestern Dialogue	Undergraduate Students	700	9/14/2016	no	The Student Body is a theater-based performance for first-year and transfer students. The performance covers topics such as consent, healthy sexuality, sexual violence, resources, policy, and bystander intervention.
Student Body True Northwestern Dialogue	Undergraduate Students	700	9/15/2016	no	The Student Body is a theater-based performance for first-year and transfer students. The performance covers topics such as consent, healthy sexuality, sexual violence, resources, policy, and bystander intervention.
GESI Pre-Departure	Undergraduate Students	8	9/16/2016	yes	Training to students prior to summer study abroad about gender and sexuality abroad and resources at Northwestern.
Student Body True Northwestern Dialogue	Undergraduate Students	700	9/16/2016	no	The Student Body is a theater-based performance for first-year and transfer students. The performance covers topics such as consent, healthy sexuality, sexual violence, resources, policy, and bystander intervention.

**VAWA Training provided or organized by CARE  
(Center for Awareness, Response and Education)—2016 Calendar Year (continued)**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
ZBT Sanction 1	Undergraduate Students	30	9/21/2016	yes	An exploration of the role fraternity culture, rape culture, and masculinity have in supporting and enabling perpetrators, as well as discussion of violence prevention and bystander intervention.
The Mask You Live In	Undergraduate Students	20	9/27/2016	no	The Mask You Live In is a documentary film focusing on impact of American masculinity on young men and boys. A screening of the film was followed by a discussion.
Athletics FYE	Undergraduate Students	50	10/4/2016	yes	Required by Athletics, included basic information about resources, as well as language and the pyramid of violence.
ZBT Sanction 3	Undergraduate Students	30	10/5/2016	yes	An exploration of the role fraternity culture, rape culture, and masculinity have in supporting and enabling perpetrators, as well as discussion of violence prevention and bystander intervention.
True Northwestern Dialogue Make Up Session	Undergraduate Students	3	10/10/2016	yes	Required session for any new students who did not attend Student Body or complete Agent of Change online education module. Discussed sexual violence, consent, and healthy relationships as well as Northwestern resources.
Athletics FYE	Undergraduate Students	50	10/10/2016	yes	Required by Athletics, included basic information about resources, as well as language and the pyramid of violence.
Delta Zeta Support Starts Here	Undergraduate Students	66	10/10/2016	no	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
Athletics Staff Title IX Support	Staff	18	10/12/2016	no	Training in collaboration with Sexual Harassment Prevention Office staff about responsible employee status of Athletics staff and supporting survivors.
BASICS Interns CARE Overview	Staff	2	10/13/2016	no	Training about responsible employee status of BASICS Interns (provide brief interventions about alcohol and other drug use) about supporting survivors, and dynamics of sexual and relationship violence in relation to alcohol and other drug use.
MENTal Health Training	Undergraduate Students	10	10/13/2016	no	This workshop was geared towards fraternity men working to reduce stigma around mental health in fraternities. Topics covered included masculinity and its potential impacts on the mental health and wellness of men.
Men Against Rape and Sexual Assault Retreat Day 1	Undergraduate Students	35	10/14/2016	no	Review of the mission and goals of MARS peer education program, intro to gender-based violence
Men Against Rape and Sexual Assault Retreat Day 2	Undergraduate Students	35	10/15/2016	no	Exploration of masculinity and its connections to gender-based violence, education on consent, power and privilege, intro to rape culture, pyramid of violence, men's role in violence prevention, and accountability. With MARS peer educators.



**VAWA Training provided or organized by CARE  
(Center for Awareness, Response and Education)—2016 Calendar Year (continued)**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
Men Against Rape and Sexual Assault Training 1	Undergraduate Students	20	10/17/2016	no	Continuation of education and explorations on masculinity, and accountability of men working to end violence.
NU Men Week 1	Undergraduate Students	4	10/18/2016	no	A 6 week exploration of masculinity and men's role in preventing sexual violence.
Health Services Staff Title IX Support	Staff	30	10/18/2016	no	Training in collaboration with Sexual Harassment Prevention Office staff about responsible employee status of Health Services staff and supporting survivors.
Residence Hall Healthy Relationships	Undergraduate Students	4	10/19/2016	no	Basic information on healthy, unhealthy and abusive relationships, and how to support a friend.
Student Advisory Board	Undergraduate Students	8	10/19/2016	no	Initial meeting with new members of the Student Advisory Board
Hunting Ground Panel	Community members	20	10/20/2016	no	The Hunting Ground is a documentary that explores sexual assault on college campuses in the US. The film was screened and discussed afterwards. Hosted by the YWCA Evanston/Northshore, CARE staff served as panel members.
NU Men Week 2	Undergraduate Students	4	10/25/2016	no	A 6 week exploration of masculinity and men's role in preventing sexual violence.
ZBT Sanction 4	Undergraduate Students	100	10/26/2016	yes	A review of the previous session's content, answers to leftover questions, and a long discussion on strategies to improve the fraternity efforts to prevent sexual violence, and hold brothers accountable.
Men Against Rape and Sexual Assault Training Step Up	Undergraduate Students	25	10/31/2016	no	Step up is a program that explores the barriers to bystander intervention, and teaches the skills to intervene.
NU Men Week 3	Undergraduate Students	4	11/1/2016	no	A 6 week exploration of masculinity and men's role in preventing sexual violence.
Student Body 2	Undergraduate Students	620	11/1/2016	no	Follow up performances reviewing and expanding the content of The Student Body
Student Body 2	Undergraduate Students	620	11/2/2016	no	Follow up performances reviewing and expanding the content of The Student Body
Student Body 2	Undergraduate Students	620	11/3/2016	no	Follow up performances reviewing and expanding the content of The Student Body
Campus Coalition on Sexual Violence - Life Span Introduction	Undergraduate Students	40	11/7/2016	no	Training by staff from partner organization Life Span to attendees of the Campus Coalition on Sexual Violence about legal rights of survivors.
Feinberg M1 CARE Overview	Graduate Students	20	11/14/2016	no	Training to first year medical students about CARE services and introductory information about sexual violence.
Men Against Rape and Sexual Assault Training 2	Undergraduate Students	20	11/14/2016	no	Continuation of education and explorations on masculinity, and accountability of men working to end violence.



**VAWA Training provided or organized by CARE  
(Center for Awareness, Response and Education)—2016 Calendar Year (continued)**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
NU Men Week 4	Undergraduate Students	4	11/15/2016	no	A 6 week exploration of masculinity and men's role in preventing sexual violence.
Feinberg M1 CARE Overview	Graduate Students	20	11/15/2016	no	Training to first year medical students about CARE services and introductory information about sexual violence.
Feinberg M1 CARE Overview	Graduate Students	20	11/16/2016	no	Training to first year medical students about CARE services and introductory information about sexual violence.
Protect The Sacred	Undergraduate Students	4	11/17/2016	no	American Indian Health Services Chicago staff facilitated a workshop on domestic violence and trafficking in Native communities.
Student Enrichment Services Mentors Support Starts Here	Undergraduate Students	8	11/17/2016	no	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
Feinberg M1 CARE Overview	Graduate Students	20	11/17/2016	no	Training to first year medical students about CARE services and introductory information about sexual violence.
Step Up	Undergraduate Students	8	11/19/2016	no	Step up is a program that explores the barriers to bystander intervention, and teaches the skills to intervene.
Rainbow Alliance Healthy Relationships	Undergraduate Students	8	11/20/2016	no	Basic information on healthy, unhealthy and abusive relationships, and how to support a friend.
NU Men Week 5	Undergraduate Students	4	11/22/2016	no	A 6 week exploration of masculinity and men's role in preventing sexual violence.
NU Men Week 6	Undergraduate Students	4	11/29/2016	no	A 6 week exploration of masculinity and men's role in preventing sexual violence.
ZBT Sanction 2	Undergraduate Students	30	11/30/2016	yes	An exploration of the role fraternity culture, rape culture, and masculinity have in supporting and enabling perpetrators, as well as discussion of violence prevention and bystander intervention.
Delta Zeta Support Starts Here Make Up Session	Undergraduate Students	5	12/1/2016	no	Support Starts Here gives participants the skills to effectively support a survivor of sexual violence, relationship violence, or stalking.
PEP and PrEP Overview for World AIDS Day	Undergraduate Students; Staff	6	12/1/2016	no	Workshop for World AIDS Day in collaboration with Health Services staff about HIV, PrEP, PEP, and resources at Northwestern and in the Chicago area.

**VAWA Training provided or organized by Office of Global Safety and Security—2016 Calendar Year**

<b>Name of Program/Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
Trip Leader Training	Faculty and Staff	92	Before winter break, spring break and summer	yes	In-person training for faculty or staff leading students trips/program abroad
First Responder Training	Faculty and Staff	55	Two sessions in spring	no	In person training with hands on scenarios offered to faculty and staff who maybe the first responder to an incident abroad, but DO NOT travel.
EACMC (Emergency Abroad Crisis Management Council)	Staff with major role supporting students abroad	10	Whenever new cohort is trained	yes	One of 11 sessions focusing on in-depth training on health, safety and security issues for student (and staff) abroad
Students going abroad on for-credit Study Abroad, IPD and GESI programs	Undergraduate Students	745	ongoing	yes	Online pre-departure course in Canvas with quizzes after each section to check comprehension and track participation
Non-credit undergraduate travelers	Undergraduate Students	300	ongoing	yes	Online pre-departure course in Canvas with quizzes after each section to check comprehension and track participation

**VAWA Training provided or organized by MARS (Men Against Rape & Sexual Assault)—2016 Calendar Year**

<b>Name of Program/Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
MARS Presentation (AEPi)	Undergraduate Students	20	2/27/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (BetaThetaPi)	Undergraduate Students	15	2/2/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (DeltaChi)	Undergraduate Students	20	2/7/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.

**VAWA Training provided or organized by  
MARS (Men Against Rape & Sexual Assault)—2016 Calendar Year (continued)**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
MARS Presentation (DTD)	Undergraduate Students	30	2/3/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (Evans)	Undergraduate Students	5	2/16/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (LCA)	Undergraduate Students	20	2/14/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (PDT)	Undergraduate Students	35	1/20/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (Fiji)	Undergraduate Students	15	2/8/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (PhiPsi)	Undergraduate Students	30	2/15/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (PMA)	Undergraduate Students	30	1/31/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (Pike)	Undergraduate Students	35	1/15/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (SAE)	Undergraduate Students	30	1/12/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.

**VAWA Training provided or organized by  
MARS (Men Against Rape & Sexual Assault)—2016 Calendar Year (continued)**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
MARS Presentation (SigChi)	Undergraduate Students	25	2/25/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (SigNu)	Undergraduate Students	25	1/28/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (ThetaChi)	Undergraduate Students	6	1/25/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (ZBT)	Undergraduate Students	30	2/2/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (Plex)	Undergraduate Students	8	1/31/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (Elder)	Undergraduate Students	8	1/24/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (Hinman)	Undergraduate Students	10	4/26/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (1856 Orrington)	Undergraduate Students	5	4/28/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (Allison)	Undergraduate Students	25	4/24/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.

**VAWA Training provided or organized by  
MARS (Men Against Rape & Sexual Assault)—2016 Calendar Year (continued)**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
MARS Presentation (Sargent)	Undergraduate Students	8	4/28/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (Ayers)	Undergraduate Students	20	5/1/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (CCS)	Undergraduate Students	13	4/14/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (CRC)	Undergraduate Students	5	5/18/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (HRC)	Undergraduate Students	12	4/24/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (PARC)	Undergraduate Students	8	4/27/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (Shepard)	Undergraduate Students	5	6/20/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (Slivka)	Undergraduate Students	8	4/21/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (CSA)	Undergraduate Students	20	6/20/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.

**VAWA Training provided or organized by  
MARS (Men Against Rape & Sexual Assault)—2016 Calendar Year (continued)**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
MARS Presentation (Open)	Undergraduate Students	25	6/20/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (DeltaChi)	Undergraduate Students	7	5/8/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (PhiPsi)	Undergraduate Students	75	4/24/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (SigNu)	Undergraduate Students	7	5/20/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (PMA)	Undergraduate Students	7	5/22/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
MARS Presentation (DTD)	Undergraduate Students	6	5/10/2016	yes	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.
thinkIFC Session	Undergraduate Students	20	10/13/2016	no	The MARS presentation includes basic information such as the definitions of sexual violence and consent, a discussion on consent, as well as information on bystander intervention.

**VAWA Training provided or organized by SHAPE  
(Sexual Health and Assault Peer Educators)—2016 Calendar Year**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
Supporting Our Sisters	Undergraduate Students	40	2/6/2016	no	Developed in conjunction with Northwestern's Panhellenic Association, this program aims to educate new sorority members about sexual violence, challenging rape culture myths, and how to support survivors.
Supporting Our Sisters	Undergraduate Students	20	2/2/2016	no	Developed in conjunction with Northwestern's Panhellenic Association, this program aims to educate new sorority members about sexual violence, challenging rape culture myths, and how to support survivors.
Supporting Our Sisters	Undergraduate Students	40	1/31/2016	no	Developed in conjunction with Northwestern's Panhellenic Association, this program aims to educate new sorority members about sexual violence, challenging rape culture myths, and how to support survivors.
Supporting Our Sisters	Undergraduate Students	25	2/7/2016	no	Developed in conjunction with Northwestern's Panhellenic Association, this program aims to educate new sorority members about sexual violence, challenging rape culture myths, and how to support survivors.
Supporting Our Sisters	Undergraduate Students	35	2/8/2016	no	Developed in conjunction with Northwestern's Panhellenic Association, this program aims to educate new sorority members about sexual violence, challenging rape culture myths, and how to support survivors.
Supporting Our Sisters	Undergraduate Students	25	2/21/2016	no	Developed in conjunction with Northwestern's Panhellenic Association, this program aims to educate new sorority members about sexual violence, challenging rape culture myths, and how to support survivors.
Supporting Our Sisters	Undergraduate Students	35	2/21/2016	no	Developed in conjunction with Northwestern's Panhellenic Association, this program aims to educate new sorority members about sexual violence, challenging rape culture myths, and how to support survivors.
Supporting Our Sisters	Undergraduate Students	25	2/27/2016	no	Developed in conjunction with Northwestern's Panhellenic Association, this program aims to educate new sorority members about sexual violence, challenging rape culture myths, and how to support survivors.
Supporting Our Sisters	Undergraduate Students	25	2/28/2016	no	Developed in conjunction with Northwestern's Panhellenic Association, this program aims to educate new sorority members about sexual violence, challenging rape culture myths, and how to support survivors.
Supporting Our Sisters	Undergraduate Students	30	1/31/2016	no	Developed in conjunction with Northwestern's Panhellenic Association, this program aims to educate new sorority members about sexual violence, challenging rape culture myths, and how to support survivors.

**VAWA Training provided or organized by SHAPE  
(Sexual Health and Assault Peer Educators)—2016 Calendar Year (continued)**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
Supporting Our Sisters	Undergraduate Students	25	3/8/2016	no	Developed in conjunction with Northwestern's Panhellenic Association, this program aims to educate new sorority members about sexual violence, challenging rape culture myths, and how to support survivors.
Supporting Our Sisters	Undergraduate Students	20	5/1/2016	no	Developed in conjunction with Northwestern's Panhellenic Association, this program aims to educate new sorority members about sexual violence, challenging rape culture myths, and how to support survivors.
Sexversations	Undergraduate Students	10	5/10/2016	no	SHAPE's adaptation of a game that encourages discussions about relationships, sexuality, and sexual violence. Through the game, students learn how to navigate these conversations in everyday life.
Culture and Sexuality Panel	Undergraduate Students	30	4/27/2016	no	A panel of students discussing individual experiences of sexuality in relation to culture.
Take Me or Leave Me Week	Undergraduate Students	40	5/9/2016	no	A week-long series of events focused on helping students develop healthy relationships
The State of Reproductive Justice	Undergraduate Students	50	10/20/2016	no	A panel discussion on access to reproductive health care, co-sponsored by UNICEF, PHE, GlobeMed, NUChC, and iGEM.

**VAWA Training provided or organized by Women's Center—2016 Calendar Year**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
Student Body ENU	Students	All incoming freshman	September 14, 15, & 16 2016	yes	Training on definitions of sexual violence, rape culture, bystander intervention, and resources for sexual violence survivors on campus
Behind Closed Doors	Students	~120 Residential assistants	September 6, 2016	yes	Training on responding to students who disclose sexual violence or relationship violence



**VAWA Training provided or organized by Fraternity and Sorority Life-  
2016 Calendar Year**

<b>Name of Program/ Campaign</b>	<b>Audience</b>	<b>Attended</b>	<b>When Offered</b>	<b>Required</b>	<b>Brief Description</b>
CARE'S Support Starts Here Training	Fraternity & Sorority Life Staff	5	2/16/2016	yes	Workshop that discuss common myths and facts about sexual violence, resources at Northwestern and in the community, the definition of consent, and skills and tips for responding to disclosure and providing referrals
Supporting Our Sisters	Undergraduate sorority new members	345	Feb-17	yes	Peer led workshop to educate about sexual health
MARS 101	Undergraduate fraternity new members	249	16-Feb	yes	Peer led workshop to educate about sexual health
Winter Education Conference	Undergraduate members	775	16-Feb	yes	Annual education on bystander intervention, hazing, and services and resources in Health Promotion & Wellness and CARE (Center for Awareness & Response Education)