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# Sexual Misconduct Policy

**All staff are responsible for administering this policy.**

Implementation Date: September 1<sup>st</sup>, 2021

Date of Last Revision: August 4<sup>th</sup>, 2021

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## **Purpose:**

The purpose of this policy is to develop procedures to support ongoing efforts to prevent sexual misconduct and to respond to incidents when they occur. With the aim of making campuses safer and more responsive to the needs of victims/survivors.

## **Procedure:**

Sexual Misconduct is used in a broad sense and includes any unwanted act – physical, verbal, or psychological that is carried out through sexual means or by targeting sexuality.

This policy is applicable in the following spaces:

- On-campus
- Off-campus events
- Work sites
- Online spaces

All students have the right to bring forth a disclosure or complaint regarding sexual misconduct. The following guidelines will be followed when a disclosure or complaint is brought forward:

1. All disclosures/complaints will be addressed, remain confidential, and handled immediately.
  - A.) UAPICBC will be unable to maintain confidentiality due to the following circumstances:
    - An individual is at imminent risk of severe or life-threatening self-harm.
    - An individual is at imminent risk of harming another.
    - There are reasonable grounds to believe that other individuals in the campus community may be at significant risk of harm.
    - Reporting is required by law. (e.g., in the case of a minor.)
2. All parties involved will be addressed with dignity and respect.
3. Any disclosure/complaint can be reported to any or all staff members.

4. Once a disclosure/complaint is reported the individual who experienced sexual misconduct has the right to choose the most appropriate services and can independently determine whether to contact police/authorities or to make a formal report. However, the right to choose the course of action may be superseded due to imminent risk of harm to self or others.

### Response Procedures

Once a disclosure/complaint is brought forward UAPICBC will:

1. Ensure the safety of the victim/survivor (acknowledging immediate safety first, followed by ongoing safety)
2. Provide resources and contacts for security, law enforcement, medical care, mental health services, and any other support services as required or appropriate.
3. Allow the victim/survivor to provide any or all information, then provide the victim/survivor with options to proceed.
4. Outline UAPICBC's investigation process, and steps for creating a formal report (outlined below).

### Investigation Process

If an individual decides to request a formal report, an investigation will occur and will maintain procedural fairness throughout the process. The investigation will proceed as follows:

1. Collect and review documents that may contain relevant information.
2. Interview individuals, including witnesses, who may have relevant information.
3. Conduct additional interviews with the victim/survivor and/or the alleged perpetrator.
4. Consult with other departments (community-based victim services, police, or other experts as required).
5. Once the investigation is completed a formal written report will be created, with a list of recommendations and accommodations. These can range from accommodations regarding schoolwork, deferrals, withdrawals, and removal of alleged perpetrator.