HOW TO REPORT:

SCU recognizes that reporting an incident and deciding how to proceed can be difficult. It is important to note there is no one correct response -- simply different options to access support and different reporting options. Your immediate and long-term safety are what's important.

You may make a report to the EO/Title IX Office and request assistance at any time:

- **Online Reporting Forms**
  - Non-anonymous to EO/Title IX Office or
  - Anonymous EthicsPoint report

Email: titleixadmin@scu.edu
Call: (408)-551-3043
Walk-in: Loyola Hall Suite 140

RESPONSIBLE EMPLOYEE REPORTING OBLIGATIONS

Responsible employees **are required** to share all details of any alleged discrimination, harassment, sexual harassment, and sexual misconduct that is reported to them, that they observe, or that they otherwise have knowledge of.

Santa Clara University employees are almost always responsible employees with respect to the entire SCU community, with the exception of those designated as confidential.

Failure to report an incident of harassment or discrimination of which they become aware is a violation of University Equal Opportunity and Title IX Policies, and the employee can be subject to disciplinary action for failure to comply.

A Note on Privacy and Confidentiality:
The EO/Title IX Office profoundly respects the need for privacy and discretion in the handling of all reports. Information will be shared with a limited number of individuals at the University responsible for stopping, addressing, and preventing misconduct and harm.

RESOURCES & SUPPORT

Office of Equal Opportunity & Title IX
(408) 551-3043 // Loyola Hall, Suite 140

Campus Safety Services (24/7, 365 days)
Emergency Phone: (408) 554-4444
Main Phone Number: (408) 554-4441

Student Wellness Center (Confidential)
(408) 554-4409 // 852 Market St. (across from Swig Hall)

Survivor Advocates offer confidential survivor advocacy to students. They provide a safe, compassionate, and non-judgmental space for students to explore their options and other resources. Walk-ins welcome.

Student Counseling & Psychological Services (Confidential)
Appts: (408) 554-4501 // Cowell Center
24/7 Mental Health Support: (408) 554-5220

Campus Ministry (Confidential)
(408) 554-4372 // Benson Center 105

Office of Multicultural Learning: Rainbow Resource Center
(408) 551-3397 // Benson Center 11

Office of Accessible Education
(408) 554-4109 // Benson Center 1

University Ombuds (Confidential)
(408) 551-3542 // Nobili Hall

A neutral, independent, informal, and confidential resource for faculty and staff that offers a safe place for those seeking assistance.

Human Resources
(408) 554-4392 // Loyola Hall

YWCA Silicon Valley
(800) 572-2782 // 375 South Third St., San Jose

24-hr National Sexual Assault Hotline
(800) 656-4673

24-hr National Domestic Violence Hotline
(800) 799-7233

Santa Clara Police Department
(408) 615-5580 (non-emergency reporting)
601 El Camino Real

SANTA CLARA UNIVERSITY

KNOW YOUR RIGHTS & RESOURCES

A quick guide for students, employees, and non-affiliates who have experienced dating violence, domestic violence, sexual assault, or stalking -- on or off campus.

YOU HAVE A RIGHT TO LIVE, LEARN, AND WORK IN A SAFE ENVIRONMENT.

There are options if you or someone you know has experienced dating violence, domestic violence, sexual assault, or stalking. The resources in this guide may be helpful as you decide your next steps.

THE UNIVERSITY IS HERE TO HELP.

Violence in all its forms is unacceptable, and University policy prohibits dating violence, domestic violence, sexual assault, and stalking.

What is dating violence? It is a type of relationship violence and abuse committed by a person to exert power and control over a current or former dating partner. It covers a variety of actions, and can include physical abuse, psychological and emotional abuse, and sexual abuse. It can also include "digital abuse" via the use of technology.

What is domestic violence? It involves violence and/or a pattern of abusive behavior in a relationship that is used by one partner to maintain power and control over another current or former intimate partner. It can include any behavior that intimidates, manipulates, humiliates, isolates, frightens, terrorizes, coerces, threatens, hurts, injures, or wounds someone.

What is sexual assault? It includes any type of sexual contact or touching that occurs without consent of the recipient. This include acts against people who are unable to consent either due to age (under 18) or lack of capacity (drunk, high, sleeping, etc.).

What is stalking? It is two or more incidents of unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear.

What is sexual harassment? Sex-based discrimination includes discrimination on the basis of sex, sexual orientation, sex stereotypes, sex characteristics, gender identity, gender expression, or pregnancy or related conditions (including childbirth, termination of pregnancy, lactation, or related medical conditions).

VISIT OUR WEBSITE TO VIEW MORE POLICY DEFINITIONS

FIRST STEPS: THINGS TO CONSIDER

Are you in danger?
If yes, call or text 911.

Campus Safety Services (CSS) can also provide anonymous and non-anonymous 24/7 support via the Guardian App or by calling (408) 554-4444.

Do you need medical attention?
You can receive medical attention at any medical facility; however certain facilities have specially-trained staff to help survivors of sexual assault and have the ability to offer a sexual assault forensic exams. Medical exams can also address other physical needs or trauma and assess for STIs and pregnancy.

The Santa Clara Valley Medical Center has sexual assault nurse (SART) exams and can be found at: 751 S. Bascom Ave, San Jose, CA 95128 | (408) 885-6466

A Confidential Survivor Advocate from the SCU Wellness Center can accompany you to an exam, if desired. Call a Survivor Advocate at (408) 551-3307.

Do you need support?
Contact the EO/TIX Office to learn about having faculty notifications sent out, getting a Mutual No-Contact Directive in place, and more.

Preserving Evidence:
It is important to preserve evidence as it may be useful in obtaining a protection order or in a criminal or university proceeding, should you choose to pursue these.

Completing a forensic exam does not require you to speak to police or file a police report, although police will be called by the medical facility. You are also not required to report to the university, although we encourage these reports if you are comfortable doing so.

To preserve evidence, it is recommended you do not bathe, douche, smoke, use the toilet or clean where the incident occurred.

Save items you were wearing, sheets, and towels in separate paper bags. Text messages, records of phone calls, emails, pictures, notes, and gifts can all be pertinent for a report of dating violence, domestic violence, sexual assault, or stalking.

RESOLUTION PROCESSES

After reporting to the EO/TIX Office, you will receive email outreach with resources and an invitation to meet with a member of the EO/TIX team. At this intake meeting, you will be able to learn more about your options for resolution:
1. Supportive measures only
2. Informal resolution
3. Formal resolution

Both parties have the right to a prompt, fair, and impartial process from the intiial investigation on the final result in accordance with SCU's Equal Opportunity and Title IX policies, and state and federal law.

An advisor and support person of your choice

Notification, in writing, of:
1. The result of any institutional disciplinary proceeding from your report of dating violence, domestic violence, sexual assault, or stalking.
2. the Insitution's procedures to appeal the results, any change to the results, and when the result becomes final.

Potential Sanctions

- Educational sanctions
- Contributed service
- Restitution
- Loss of privileges
- Verbal/written warning
- No contact directive
- Disciplinary probation
- Deferred suspension
- Interim suspension
- Suspension
- Expulsion