



Sexual Harassment Title IX Policy **Complainant's Rights and Options**

Stevenson University believes that members of the University community have the right to be free from acts of sexual misconduct, relationship violence, and stalking. Accordingly, all members of the Stevenson community and all visitors, regardless of sex, gender, sexual orientation, gender identity, or gender expression are advised that any sexual misconduct by any student, employee, or third party is prohibited.

The purpose of this document is to make individuals reporting violations of Stevenson University's Sexual Harassment Title IX Policy aware of their rights.

Stevenson University's full policy on sexual misconduct, relationship violence, and stalking is available online at www.stevenson.edu/sexualmisconduct as well as on the SUNow Portal under "Policies and Procedures" located in the menu navigation.

Complainant: the person reporting sexual misconduct

Respondent: the person being accused of sexual misconduct

1. NON-CONFIDENTIAL REPORTING OPTIONS: You have the right to report the incident to any employee on campus (e.g. security, faculty, staff, and resident assistants). In accordance with Stevenson University policy, any employee at Stevenson University to whom a report is made is expected to report the incident to the Title IX Coordinator, including identifying information about the parties involved (see below for how to make a confidential report).

You also have the right to report the complaint to the University's confidential external vendor, Lighthouse Services. The report can be submitted by phone at 844-709-6000 or online at the link on the Title IX web page.

2. CONFIDENTIAL REPORTING OPTIONS: You have the right to report the incident in a CONFIDENTIAL manner to Stevenson's Mental Health Counselors and Health Care Professionals located in the Wellness Center. The mental health counselors and health care professionals are available to provide confidential counseling and support to victims of sexual misconduct, relationship violence, and stalking and can assist victims in evaluating the options available. Stevenson's Wellness Center can be reached at 443-352-4200. Reports made to the counselors and/or health care professionals in the Wellness Center will not be disclosed unless directed otherwise.

You also have the right to report the complaint anonymously to the University's confidential external vendor, Lighthouse Services. The report can be submitted by phone at 844-709-6000 or online at the link on the Title IX web page. If you choose not to reveal your name in your report, the University's Title IX Coordinator will still be able to communicate back-and-forth with you using Lighthouse as the intermediary.

3. You have the right to file a complaint with the police. Law enforcement may be contacted by dialing 911 and an officer from the appropriate jurisdiction will respond and take a report detailing the circumstances of the allegation. Campus Security (443-352-4500) will provide help to you in making this contact with law enforcement if requested. A law enforcement inquiry does not alter Stevenson's obligation or commitment to conducting a prompt investigation. While Stevenson may temporarily delay its investigation while law enforcement authorities investigate, that investigation is a separate process. However, Stevenson will not wait until the outcome of a criminal proceeding to undertake an investigation and make a decision on the complaint. Stevenson will take appropriate interim steps during the law enforcement agency's investigation to provide for the safety of you and the school community.

4. You have the right to seek a Peace Order or a Protective Order. Peace and Protective Orders are civil orders issued by a judge that order one person to refrain from committing certain acts against others. Stevenson University's Director of Security or a Security Shift Supervisor can assist you with both understanding your options and/or the process of pursuing a Peace Order or a Protective Order. If you wish to speak with either the Director of Security and/or Security Shift Supervisor, please call 443-352-4500 or go directly to the Security Office located in the Ratcliffe Community Center on the Owings Mills campus. For further information regarding peace or protective orders please see <https://mdcourts.gov/court-forms/forms/peace-protective-order>.

5. You have the right to decline notifying campus authorities and/or the police.

6. You have the right to obtain medical attention and forensic examinations. You may receive care at a local hospital, urgent care facility, or through your personal physician, and can obtain a free exam to preserve forensic evidence.

Medical Care: Stevenson's Wellness Center can be reached at 443-352-4200. A nurse practitioner or physician will conduct an examination for physical injuries, discuss emergency contraception, and test for STIs. No fees will be charged by the Wellness Center. The Wellness Center will make every effort to see you immediately under these circumstances. The Wellness Center is unable to perform a Sexual Assault Forensic Exam.

Sexual Assault Forensic Exam: If there has been a sexual assault, you are strongly encouraged to immediately get a Sexual Assault Forensic Exam (S.A.F.E.). Two nearby locations are [1] at the Greater Baltimore Medical Center in Towson (6701 North Charles Street, Towson, MD 21204, 443-849-3323 or after business hours 443-849-2226) and [2] at Mercy Hospital in Baltimore (345 St. Paul Place, Baltimore, MD 21202, 410-332-9000), no later than five (5) days after the assault. Campus Security will coordinate transportation to the hospital for the S.A.F.E. examination if requested. For more information about the S.A.F.E. examination, you may speak with the Wellness Center, a professional in the Office of Residence Life or call TurnAround's 24 hour hotline at 443-279-0379. Even if you are undecided whether to make a police report, you may have evidence collected in a S.A.F.E. examination, and it will be held under an anonymous name for at least 20 years giving you an opportunity to decide.

7. You have the right to receive confidential counseling. Mental Health Counselors located in the Stevenson University Wellness Center (443-352-4200) are available to provide confidential counseling and support. Crisis counseling is also available from TurnAround, Inc., which provides counseling and support services to victims of domestic violence and sexual assault. TurnAround is located at 8503 LaSalle Road (Second Floor), Towson, MD and they may be reached by contacting their 24-hour helpline at 443-279-0379. Finally, Stevenson has contracted with a company called BHS to provide a Student Assistance Program; students may call 24/7 to speak to a clinician about emotional, academic, relationship, drug, or other issues. There is no charge to students.

8. You have the right to seek victim advocacy services which are available by contacting TurnAround's 24-hour helpline at 443-279-0379 and at the Maryland Coalition Against Sexual Assault (MCASA) at 877-496-SALI or 301-565-2277.

9. You have the right to contact the Office of Disability Services to establish eligibility and determine reasonable accommodations based on the potential impact of a disability. Examples of reasonable accommodations may include auxiliary communication aids, interpreters, and materials in alternate format. Stevenson University has no obligation to provide any accommodation(s) until a student has established eligibility with the Office of Disability Services. Accommodation(s) will not be made retroactively. To discuss possible accommodation needs please contact the Office of Disability Services, 443-352-5320 or ODS@stevenson.edu.

10. You have the right to request the following from Stevenson in order to further protect your safety: modification of your living arrangements (a new room in a different residence hall); a change in your class assignment (a change to a different section of a course); an escort while walking between buildings provided by Security; counseling services provided by the Wellness Center; academic support such as tutoring; a no-contact directive that would prohibit the alleged assailant from contacting you, or other reasonable requests. Requests for supportive measures may be made to the Title IX Coordinator or designee. Good faith efforts will be made to grant such requests if supportive measures are reasonably available and appropriate and to limit any negative impact of such measures. However, Stevenson is obligated to comply with a student's reasonable request for a residence hall and/or academic situation change following an alleged sex offense. *Stevenson University will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.*

11. You have the right to expect that Stevenson will keep your name and other information related to your case as confidential as reasonably possible. While Stevenson will make good faith efforts to provide confidentiality to the parties in sexual misconduct matters, the University is not able to ensure total confidentiality. Stevenson will be as discreet as reasonably possible in conducting the investigation, limiting the disclosure of confidential information to individuals who are believed to have a legitimate basis for needing to have that information for that part of the investigation, or when Stevenson is required to respond to legal process, or when the University's need to protect the safety of others outweighs confidentiality concerns. Any decision

regarding the release of confidential information, and to whom, will be made by Stevenson University's Title IX Coordinator (or designee) in consultation with the Director of Security (or designee).

12. You have the right to a prompt, fair, and impartial campus investigation and resolution of your complaint. Investigations are conducted by Stevenson officials who receive annual training on issues related to sexual misconduct, relationship violence, and stalking. You, and the respondent, will have the same opportunity to present pertinent records, exhibits, and witness statements as evidence for consideration at the discretion of the investigators. You will be treated with dignity, respect, and sensitivity by officials of the University throughout the investigative proceedings.

13. You have the right to request that a formal investigation not be conducted, or that an informal resolution process replace a formal investigation. The Title IX Coordinator will respect your wishes to the extent possible. An investigation will only proceed against your wishes if necessary to protect the welfare of the University community. An informal resolution process may only proceed if both parties agree to it, and will not be allowed in cases where sexual assault is alleged or in cases where an employee is alleged to have harassed a student.

14. You have the right to receive updates on the status of your complaint while the University is investigating the matter. Stevenson will make reasonable efforts to complete an investigation within 60-90 days. In instances where the University requires more time, you will be notified of the need for extended time.

15. You have the right to withdraw your complaint at any time. An investigation will only proceed against your wishes if necessary to protect the welfare of the University community.

16. You have the right to bring an advisor of your choice to any meeting or disciplinary hearing during the course of the University's investigation. You also have the right to seek legal assistance. You may be accompanied throughout the disciplinary proceedings, including the investigation, hearing and appeal process, by an advisor of your choice who agrees to keep the matter confidential. Advisors may include, but are not limited to, a licensed attorney. The purpose of the advisor is to provide advice to you in a quiet manner that is not disruptive to the proceedings. The advisor may not provide verbal, written, or other input during meetings or interviews in the investigation or appeal process other than to the student or employee being advised. An advisor cannot serve as a witness on the same complaint. You are limited to no more than two advisors (absent an approved disability accommodation) at any hearing, meeting or interview during the disciplinary proceedings.

In accordance with Maryland Law, legal counsel paid for by the Maryland Higher Education Commission (MHEC) is available for a current or former student who makes a complaint on which a formal Title IX investigation is initiated, or a current or former student who responds to a complaint in which a Title IX investigation is initiated. In order to qualify, the party must have been enrolled as a student at Stevenson at the time of the incident that is the basis of the complaint.

MHEC has developed a list of attorneys and legal services programs willing to represent students on a pro bono basis or at fees equivalent to those paid to attorneys under civil legal services programs administered by the Maryland Legal Services Corporation (MLSC). You may select an attorney from the list. You may select and

retain an attorney prior to the conclusion of the formal Title IX proceedings. If you select and retain an attorney who is not on the list, MHEC must pay fees to the attorney selected by you that are equivalent to those paid to attorneys under civil legal services programs administered by MLSC. Further information is available on the MHEC website (<https://mhec.maryland.gov/Pages/Title-IX-Campus-Sexual-Assault-Proceedings.aspx>).

17. You have the right to amnesty for drug or alcohol use related to the complaint. The University will not institute disciplinary sanctions for your own personal consumption of drugs or alcohol related to the incident as long as any such violations did not place the health or safety of any other person at risk. Stevenson may pursue other educational remedies regarding the use of alcohol and illegal drugs. This amnesty policy also applies for students who serve as a witness to an incident of sexual misconduct.

18. You have the right to be made aware of the possible sanctions that may be imposed against the respondent should the respondent be found responsible. Sanctions may include, but are not limited to, verbal or written warnings; loss of rights or privileges; requirement to attend coaching or training sessions or to receive counseling or other support; changes to the respondent's living arrangements; and academic, social or other probation, suspension, or expulsion from activities, residence halls, academic classes, programs, schools, or the University.

19. You have the right to review a preliminary investigative report that fairly summarizes relevant evidence. You will have 10 calendar days to review the preliminary report and suggest corrections, after which the University will prepare a final investigative report. The final report will be provided to each party at least 10 calendar days prior to a hearing.

20. You have the right to have a University-appointed advisor with you at a hearing, if you do not already have an advisor. You will be required to have an advisor at the hearing. The advisor will be the only person permitted to ask the other party and any witnesses questions and follow-up questions.

21. You have the right to be notified of the outcome of the hearing and the discipline, if any, that the institution has imposed. You will also be notified of the appeals procedures and, if utilized, you have the right to be notified of the appeals outcome. The hearing officer(s) will base the decision on the evidence presented and witness testimony, and will use preponderance of the evidence in reaching the decision (i.e. more likely than not to have occurred standard).

Policy Against Retaliation:

Stevenson considers retaliation against the complainant or others involved in the process to be as serious as an act of sexual misconduct. Retaliation of any kind against any person, who in good faith reports sexual misconduct, assists another in making a complaint, participates in an investigation, or provides information in connection with a complaint or investigation, is prohibited. Good faith initiation of a complaint of sexual misconduct will not adversely affect a complainant's grades, class selection, or any other matter pertaining to student status, or in the case of employees, the individual's employment, compensation, or work assignment. Someone who believes that they are a victim of retaliation, or is aware of someone else who is the victim of retaliation, is encouraged to report this immediately to either the Title IX Coordinator (443-334-2176) or Stevenson's Security Office (443-352-4500).

You may contact David C. Jordan, Stevenson University's Title IX Coordinator, if you have any questions or concerns about any of the information presented in this document. Mr. Jordan may be contacted at 443-334-2176, dcjordan@stevenson.edu, or in his office located in Manuszak Center 130 on the Greenspring Campus.