

# Sexual Harassment and Title IX Compliance

## §85-608 Report to the Legislature



Southeast Community College

September 2025

## Relevant Laws and Definitions

### Applicable State Laws

Neb. Rev. Stat. §85-608 provides guidance for the following report.

(1) On or before September 15, 2021, and September 15 of each odd-numbered year thereafter, each public postsecondary institution shall electronically submit a report regarding sexual harassment and Title IX compliance to the Clerk of the Legislature and the Education Committee of the Legislature. The report shall include:

- (a) Results of any campus climate survey related to sexual harassment;
- (b) Information related to the training provided to Title IX coordinators, investigators, and decisionmakers regarding sexual harassment;
- (c) Any policies, initiatives, or grievance procedures the postsecondary institution has adopted to address sexual harassment;
- (d) Information on where the postsecondary institution's students and employees may receive immediate emergency assistance to address instances of sexual harassment;
- (e) Information on how the postsecondary institution's students and employees may report concerns of sexual harassment to the postsecondary institution;
- (f) Information on resources, programs, and support available to the postsecondary institution's students and employees to address concerns of sexual harassment;
- (g) Information on any of the postsecondary institution's student or employee-led organizations engaged in supporting victims of sexual harassment; and
- (h) Any agreement between the postsecondary institution and a local law enforcement agency or the county attorney related to addressing instances of sexual harassment.

...

(4) For purposes of this section:

(a) Postsecondary institution has the same meaning as in section 85-2403

(b) Sexual harassment means conduct that satisfies one or more of the following:

(i) an employee conditioning the provision of an aid, benefit or service on an individual's participation in unwelcome sexual conduct;

(ii) Unwelcome conduct on the basis of sex determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the education program or activity;

(iii) Sexual assault as defined in 20 U.S.C. 1092(f)(6)(A)(v);

(iv) Dating violence as defined in 34 U.S.C. 12291(a)(10);

(v) Domestic violence as defined in 34 U.S.C. 12291(a)(8); or

(vi) Stalking as defined in 34 U.S.C. 12291(a)(30); and

(c) title IX means Title IX of the Education Amendments of 1972, Public Law 92-318, 20 U.S.C. 1681 to 1688, and its accompanying regulations and guidance documents as amended.

### Applicable Federal Laws

The following Federal laws (as renumbered) and regulations, identified in 85-608, are applicable to this report.

**20 U.S.C. 1092(f)(6)(A)(v):** The term “sexual assault” means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.

**34 U.S.C. 12291(a)(10) (renumbered as 34 U.S.C. 12291(a)(11)):** The term “dating violence” means violence committed by a person –

(A) who is or has been in a social relationship of a romantic or intimate nature with the victim;  
and

(B) where the existence of such a relationship shall be determined based on a consideration of the following factors:

- (i) the length of the relationship.
- (ii) the type of relationship.
- (iii) the frequency of interaction between the persons involved in the relationship.

**34 U.S.C. 12921(a)(8) (renumbered as 34 U.S.C. 12291(a)(12)):** The term “domestic violence” includes felony or misdemeanor crimes committed by a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction receiving grant funding and, in the case of victim services, includes the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior, by a person who-

- (A) is a current or former spouse or intimate partner of the victim, or person similarly situated to a spouse of the victim;
- (B) is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
- (C) shares a child in common with the victim; or
- (D) commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction.

**34 U.S.C. 12291(a)(30) (renumbered as 34 U.S.C. 12291(a)(36)):** The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to –

- (A) fear for his or her safety or the safety of others; or
- (B) suffer substantial emotional distress.

As used in 20 U.S.C. 1092(f)(6)(A)(v), the Federal Bureau of Investigation’s Uniform Crime Reporting (UCR) Program’s National Incident-Based Reporting system defines sex offenses as follows:

Any sexual act including Rape, Sodomy, Sexual Assault With An Object, or Fondling directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent; also unlawful sexual intercourse

**Rape** – (Except Statutory Rape) The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

**Sodomy** – Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

**Sexual Assault With An Object** – The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

**Fondling** – the touching of the private body parts of another person for the purpose of sexual gratification without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

**Incest** – Nonforcible sexual intercourse between person who are related to each other within the degrees wherein marriage is prohibited by law

**Statutory Rape** – Nonforcible sexual intercourse with a person who is under the statutory age of consent<sup>1</sup>

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<sup>1</sup> [https://ucr.fbi.gov/nibrs/2018/resource-pages/nibrs\\_offense\\_definitions-2018.pdf](https://ucr.fbi.gov/nibrs/2018/resource-pages/nibrs_offense_definitions-2018.pdf)

# Southeast Community College

## Overview

Southeast Community College is located in southeast Nebraska, it operates three campuses in Lincoln, Beatrice, and Milford plus six learning centers in its 15-county service area, bringing high-quality education directly to our communities.

With more than 80 cutting edge career/technical and academic programs at remarkably affordable rates, SCC delivers what matters most: real skills, life-changing outcomes and the kind of hands-on learning that employers value. Our students work with the latest equipment and technology while learning from expert faculty who bring both industry experience and genuine commitment to student success. Whether training for high-demand careers in healthcare, manufacturing or technology, or building an academic foundation through our transfer programs, students find more facilities, small class sizes, and instruction that goes beyond the textbook to prepare them for real-world success.

At SCC, we understand learning happens everywhere: in our state-of-the-art labs, through global experiences, in our residence halls and during countless moments when faculty and staff go the extra mile for our students. We're proud to serve learners from all backgrounds and at every stage of life, because we believe everyone deserves access to opportunities that expand the mind and create meaningful careers.

Robert Sanford is SCC's Administrative Director of Title IX and Institutional Compliance and serves as SCC's Title IX Coordinator. The current Title IX Coordinator is an attorney and joined the College to serve as the Title IX Coordinator in 2022. The Coordinator was previously employed by the Nebraska Coalition to End Sexual and Domestic Violence and has experience working with public policy related to domestic and sexual violence.

SCC uses an online platform (Maxient™) to report and track sexual harassment and other complaints or concerns. Maxient allows for case management and the tracking of analytics related to reports received by the College. Individuals reporting an incident can select whether an incident is related to sexual harassment or other types of incidents. Those identified as sexual harassment by the reporting party provide immediate notice to the Title IX Coordinator of the reported incident. It also allows a case that is reported as something other than a sexual harassment to be reclassified by an administrator, again providing notice to the Title IX Coordinator of the reported incident.

During the current reporting period, the College received more than 29 separate reports of sexual harassment concerns through a link used to report sexual harassment. There are important points to note here. The first is that several reports of a single incident were made by multiple people which ultimately increased the actual number of reported incidents beyond the actual number of incidents. It is also important to note that not all reported incidents fall within the definition of sexual harassment. For instance, reports of sexual assaults and domestic violence were made using the new reporting system. While these reported incidents involved student or employees of the College as the one harmed, the incidents did not occur on College property or in connection with a College activity and did not involve a respondent connected to the College. Therefore, reports such as these are not considered Title IX sexual harassment. These reports are still included in the number noted above even though no formal complaint was received as support services were still offered to them.

It is worth noting that all individuals allegedly harmed are contacted and offered support regardless of whether the incident reported meets the federal definition of sexual harassment. Most individuals either choose not to respond to offers of support, only seek additional information, or utilize support services without filing a formal complaint.



## Section (a) - Campus Climate Surveys

SCC has not conducted a campus climate survey specifically dedicated to sexual harassment. SCC included questions related to sexual harassment and discrimination in two campus climate surveys that are much broader in scope. The surveys were developed by the College's Office of Institutional Research and are specific to their respective audience. In other words, one survey was created for individuals employed by the College while the other was created for students.

The Access/Equity/Diversity Office, renamed during the current reporting period as the Office of Institutional Compliance, and the Office of Institutional Research considered whether to create a separate survey for sexual harassment during the current reporting period. A decision not to proceed with such a survey was made based in part on changes to Federal law in an effort to ensure consistency in reporting results of surveys. The Violence Against Women Reauthorization Act of 2022 directed the U.S. Secretary of Education, in consultation with other federal agencies and experts in domestic violence, dating violence, sexual assault, sexual harassment, and stalking to develop and make available a standardized online survey tool that addresses student experiences with VAWA crimes. No such standardized survey has been released by the Department of Education. SCC will utilize the federally-created tool when it is available.

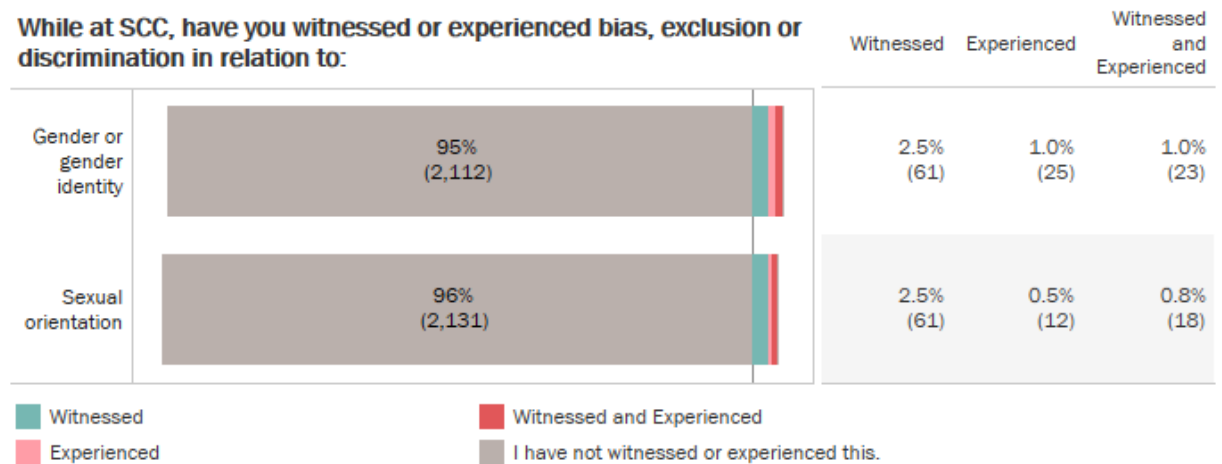
As previously noted, SCC incorporated questions related to sexual harassment into two broader campus climate surveys. Students were surveyed during the 2024 fall semester. The following information relates to data collected regarding sexual harassment.

### **DIVERSITY CLIMATE STUDENT SURVEY-FALL 2024**

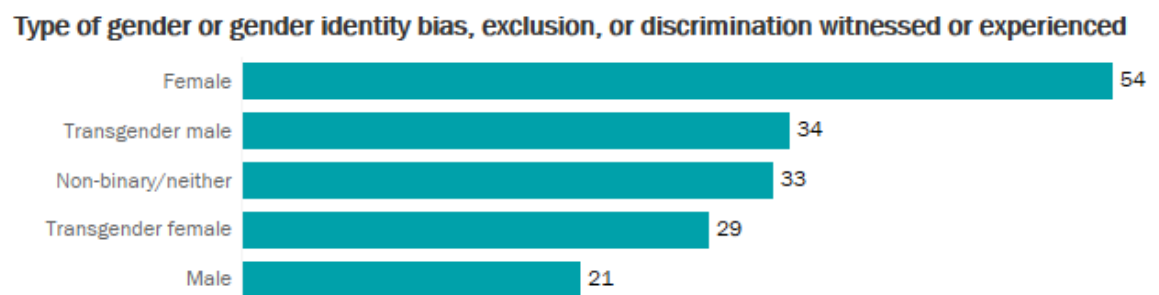
#### **Bias, Exclusion, or Discrimination**

When students were asked about whether they have witnessed or experienced bias, exclusion, or discrimination related to sexual orientation with 3.8% of respondents reporting

either witnessing, experiencing, or both. In the same question, 4.5% of the students reported witnessing, experiencing or both for gender or gender identity.



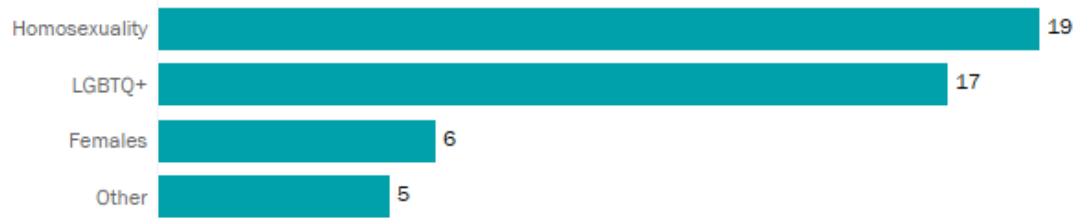
One hundred three (103) respondents provided an answer to this multi-select question. Respondents were asked to describe the type of gender or gender identity bias they witnessed or experienced. The figure below shows the number of comments in each category. Respondents reported experiencing or witnessing the most gender or gender identity bias, exclusion, or discrimination against females.



Respondents were asked to provide examples of the group(s) who experienced or witnessed sexual orientation bias, exclusion, or discrimination. As shown in the figure below, 43 respondents provided comments to this open-ended question; several comments were multi-

faceted and grouped into more than one category. Respondents reported most often witnessing or experiencing sexual orientation bias, exclusion, or discrimination against homosexuality.

#### Type of sexual orientation bias, exclusion, or discrimination witnessed or experienced



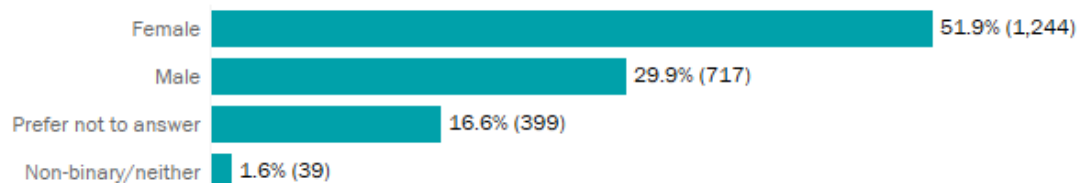
### Demographics

In order to categorize responses, the survey included a series of demographic questions. The following charts show the frequencies and proportions of *self-reported* primary campus, gender identity, and whether they consider themselves a person with a disability and/or identify as lesbian, gay, bisexual, transgender, queer, questioning, intersex, or asexual (LGBTQIA). These charts include only survey respondents. A total of 2399 students took the survey.

As shown in the following figures:

- More than half of respondents (61.4%) study on the Lincoln campus. The Milford campus accounted for 11.7% and the Beatrice campus for 8.9%. Online only students accounted for 14.4%
- Over half of respondents (51.9%) were female.

#### Gender Identity (self-reported)



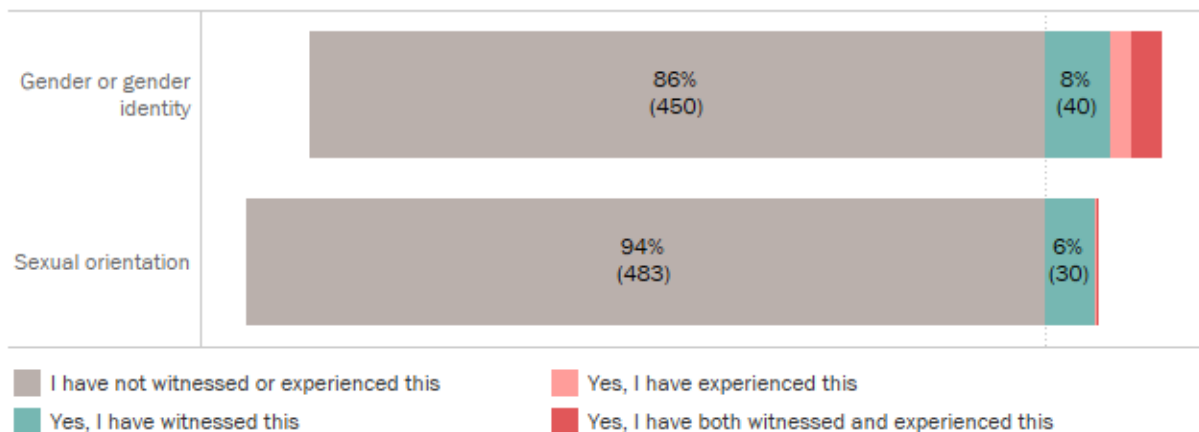
The second survey was conducted with employees of the College. The survey, conducted during the 2025 spring semester, was also a broader survey that asked questions related to sexual harassment. The following provides information from those specific questions.

## EMPLOYEE CLIMATE-DIVERSITY SURVEY-SPRING 2025

### Bias, Exclusion, or Discrimination

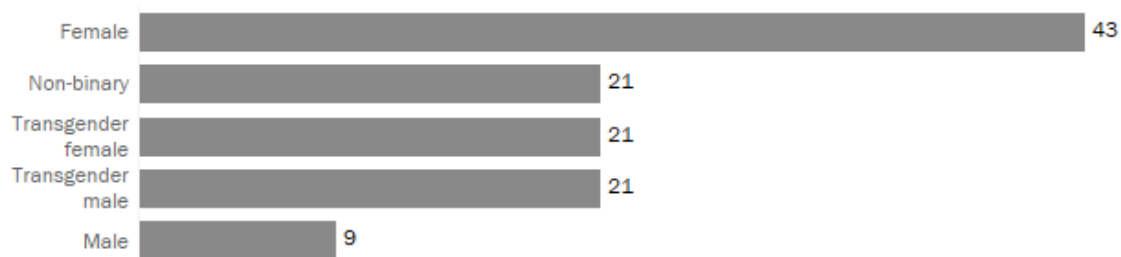
One in every seven employees reported either witnessing (8%), experiencing (2%), or both witnessing and experiencing (4%) gender or gender identity bias.

**In all of your experiences working at SCC, have you witnessed or experienced bias, exclusion or discrimination in relation to any of the following?**



As a follow-up to the question above, respondents were asked to describe the type of gender or gender identity bias they witnessed or experienced. Sixty-nine (69) respondents provided an answer to this multi-select question. The figure below shows the number of comments in each category. Respondents reported experiencing or witnessing the most gender or gender identity bias, exclusion, or discrimination against females.

#### Type of gender or gender identity bias, exclusion, or discrimination witnessed or experienced



Respondents were asked to provide examples of the group(s) who experienced or witnessed sexual orientation bias, exclusion, or discrimination. As shown below, 24 respondents provided comments to this open-ended question; several comments were multi-faceted and grouped into more than one category. Respondents reported most often witnessing or experiencing sexual orientation bias, exclusion, or discrimination against homosexuality.

#### Type of sexual orientation bias, exclusion, or discrimination witnessed or experienced



### Section (b) - Trainings Provided to Title IX Coordinators, Investigators and Decisionmakers

During the period of this report, Southeast Community College has engaged multiple entities to provide training to the Title IX Coordinator, Investigators, and Decisionmakers (Title IX team). The Title IX Coordinator received training from the Association of Title IX Administrators (ATIXA). ATIXA trainings completed by the Title IX Coordinator during this reporting period include the following:

- Interim Services: The Expertise You Need, When You Need It
- OCR's 2023 Higher Education Resolution Agreements
- Investigation Skills & Report Writing for Higher Education
- An Overview Webinar for the 2024 Title IX Regulations
- Navigating the Complexities of Retaliation in Civil Rights Investigations

- 2024 Regulations Series: Addressing Expanded Title IX Jurisdiction in the 2024 Regulations
- A Call to Men: Healthy Manhood, Healthy Choices
- Political Climate and First Amendment Rights
- Expanded Scope of Title IX: Sex-Based Harassment and Discrimination
- Implementing Title IX in the Health Professions Seminar
- Creating a Purposeful Title IX Website: Best Practices for Compliance
- SPOO or Not SPOO? That is the Question
- Decision Points and ATIXA Model Policies for Higher Education
- Expanded Scope of Title IX – Sex-Based Harassment and Discrimination

SCC utilized a training previously prepared by Jackson Lewis to train its Title IX team. Trainings by Jackson Lewis included the following modules for specific roles of the Title IX team members:

- Sexual Misconduct Training for Title IX Coordinators
- Conducting a Title IX Sexual Harassment Investigation
- Hearings
- Deciding a Title IX Sexual Harassment Appeal.

Team members were selected based on their role, their prior involvement with Title IX processes, and their interest in improving the campus environment for students and staff of the College. Team members were cross-trained to serve in each of the roles identified by the training topic, with the exception that the College's Title IX Coordinator is the only staff who participated in that module.

SCC also utilized training for its Title IX team prepared for SCC by KVCF. KVCF is a law firm based in Virginia that specializes in higher education and business matters. Unlike other training providers, KVCF's intention is to provide training to individual institutions that incorporates the laws of an institution's state as well as the policies of the specific institution itself. This training covered topics related to the roles of Title IX Coordinator, Investigator, Decision Maker and Appellate Decision Maker.

More generalized training regarding Title IX is provided to all staff at SCC on an annual basis. The training was provided in an online module and addresses Title IX regulations, SCC policies, and reporting. Staff are notified of the training at the start of the academic year.

New employees also receive information through New Employee Orientation of various mandatory training they must complete, including the College's requirement for the Title IX training previously described. In addition to receiving information related to these trainings, new employees also receive a one-page document that provides the definition of sexual harassment, information directing them to the College's Title IX policies and procedures, the College's mandatory reporting requirement, and how to make a report of sexual harassment or sexual misconduct. This document also provides the name and contact information for the College's Title IX Coordinator. A copy of this document is attached as Appendix A.

### Section (c) – Policies, Initiatives and Grievance Procedures

SCC has not made any changes to its Title IX and related policies and procedures during the current reporting period. Following the release of the 2024 Title IX regulations by the Biden administration, SCC began reviewing its existing policies and procedures, which were created under the 2020 Title IX regulations issued by the first Trump administration. Subsequent federal litigation vacated the 2024 regulations, resulting in a reversion to the 2020 Title IX rules. As a result, SCC continues to rely on policies and procedures adopted under the 2020 regulations.

Prior to this reporting period, the College's administrative team approved a procedure related to the Anti-discrimination, Anti-harassment, and Anti-retaliation Policy. A copy of the procedure is included in Appendix C.

These procedures provide as follows:

- identifies the College's current Title IX Coordinator;
- instructs the Title IX Coordinator to identify and publish required information related to sex discrimination;
- authorizes the Title IX Coordinator to establish processes that respond to reports of discrimination in a timely manner; and

- creates a process used by the College to respond to reports of discrimination on the basis of sex.

Additionally, this procedure provides that the Title IX Coordinator will establish a process to ensure the College's students and employees are provided primary prevention and awareness programs that address dating violence, domestic violence, sexual assault, and stalking. The procedure directs the Title IX Coordinator to develop a process to evaluate education and employment programs and activities to ensure compliance with the College's Anti-discrimination, Anti-harassment, and Anti-retaliation Policy.

SCC conducted awareness activities to coincide with nationally recognized awareness months during the reporting period. These activities included providing general information related to Domestic Violence Awareness Month and Sexual Assault Awareness Month. This general information included contact information for local domestic violence/sexual assault advocacy services as well statistical information. The activities were designed to address prevention, awareness, and resources.

Local advocacy programs also staffed tables at campus events to answer questions about their services. During this reporting period, activities included the following:

- Flyers in bathrooms and on social media outlets
- Chalk the Walk
- Information tables
- Silent Witness Project
- NO More Campaign
- Sexual Assault Awareness Month Denim Day

See Appendix D for examples of information shared during awareness month activities.



## Section (d) – Emergency Assistance for Students and Employees

Emergency assistance for students and employees can be divided into two components: an emergency response to individuals who are harmed and an emergency response for each campus.

Students and staff are encouraged to call 9-1-1 when an individual needs emergency assistance. If an individual is a victim of a crime, such as domestic violence, dating violence, sexual assault or stalking, calling 9-1-1 will engage emergency responses from either local law enforcement agencies or emergency medical providers. Information provided to students and staff related to sexual harassment encourages the use of 9-1-1 in such emergency situations.

When sexual harassment does not involve an emergency, students and staff are encouraged to contact the College's Safety and Security Office for immediate assistance. Safety and Security staff help deescalate situations, provide support by escorting students, and may be able to provide evidence if harassing behavior occurs within the view of security cameras.

The College provides students and staff with information regarding other forms of support. This information provides contact information for local domestic and sexual violence advocacy programs and the counties served by those programs. Additionally, this provides contact information for local medical providers as well. Finally, students receive information regarding their ability to access counseling services through the College's Counseling Assistance Program. See Appendix E for a copy of this document.

The College utilizes a business card size, foldable card that provides contact information for various support services at the College. This card provides contact information for the College's Title IX Coordinator. The card is handed out by various staff who are engaged with students in addition to be available around campus for students to pick up on their own. See Appendix F for a copy of this card.

The College also made a brochure available during the current reporting period that provides basic information related to Title IX, sexual harassment, and sexual assault. A copy of the brochure can be found in Appendix F.

The College also utilizes a Campus Emergency Notification System that alerts students and staff of an immediate threat. The College must issue timely warnings for reported incidents that pose a serious or continuing threat of bodily harm or danger to members of the campus community. The College has not had to use this System during the reporting period due to reported criminal activity related to sexual harassment.

Should the College need to utilize this System, the College has procedures in place that ensures a Complainant's name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the potential danger.

#### Section (e) – Reporting Concerns of Sexual Harassment at SCC

Reports of sexual harassment, which by definition includes sexual assault, domestic violence, dating violence, and stalking, can be made by contacting the College's Title IX Coordinator.

Robert Sanford, JD  
Title IX Coordinator  
Administrative Director of Title IX, Institutional Compliance, and Labor Relations

8800 O Street, #410G  
Lincoln, NE  
402-323-3418  
[rsanford@southeast.edu](mailto:rsanford@southeast.edu)

Reports can also be made online by completing a form at

[https://cm.maxient.com/reportingform.php?SoutheastCC&layout\\_id=3](https://cm.maxient.com/reportingform.php?SoutheastCC&layout_id=3).

Finally, every employee at the College is considered a Mandatory Reporter and is required to notify their supervisor or the Title IX Coordinator of any reports of sexual harassment received by the employee.

The College utilizes the Title IX Anti-Discrimination, Anti-Harassment, and Anti-Retaliation Policy and Hearing Manual. This manual, which is based on the 2020 Title IX regulations, was approved for use by the College's Administrative Team and went into effect on the 7<sup>th</sup> day of March, 2023. The manual is posted to the College's website and provides all relevant details related to reports of sexual harassment and the College's response to these reports. A portion of the manual is attached as Appendix G.

All College employees (faculty, staff, administrators) are required to report actual or suspected discrimination, harassment, and/or retaliation to appropriate officials immediately, although there are some limited exceptions. The Title IX Coordinator creates an annual Title IX training for all College employees. The training includes a module addressing mandatory reporting requirements of College employees.

To make informed choices, it is important that an individual potentially subjected to sexual harassment, the Complainant, is aware of confidentiality and mandatory reporting requirements when consulting College resources. Some resources may maintain confidentiality and are not required to report actual or suspected harassment, discrimination, or retaliation in a way that identifies the parties. They may offer options and resources without any obligation to inform an outside agency or College official unless a Complainant has requested the information be shared. Information related to confidentiality is provided to College employees and students in multiple ways.

If a Complainant expects formal action in response to their allegations, reporting to any Mandated Reporter can connect them with resources to report alleged crimes and/or policy violations, and these employees will immediately pass reports to the Title IX Coordinator (and/or police, if desired by the Complainant or required by law), who will act when an incident is reported to them.

If a Complainant would like the details of an incident to be kept confidential, a student may speak with licensed counselors in the Counseling Assistance Program for Students (CAPS) Office. Counselors will maintain confidentiality when acting under the scope of their licensure, professional

ethics, professional credentials, or official designation, except in extreme cases of immediacy of threat or danger or abuse of a minor or vulnerable adult, or when required to disclose by law or court order.

Employees who have confidentiality as described above, and who receive reports within the scope of their confidential roles will timely submit anonymous statistical information for Clery Act purposes unless they believe it would be harmful to their client, patient, or parishioner.

At the request of a Complainant, notice may be given anonymously (i.e., without identification of the Complainant) to the Title IX Coordinator by a Mandated Reporter. The Mandated Reporter cannot remain anonymous themselves.

If a Complainant has requested that a Mandated Reporter maintain the Complainant's anonymity, the Mandated Reporter may do so unless it is reasonable to believe that a compelling threat to health or safety could exist. The Mandated Reporter can consult with the Title IX Coordinator on that assessment without revealing personally identifiable information.

Anonymous notices will be investigated by the College to the extent possible, both to assess the underlying allegation(s) and to determine if supportive measures or remedies can be provided. However, anonymous reports typically limit the College's ability to investigate, respond to, and provide remedies, depending on the information shared.

When a Complainant has made a request for anonymity, the Complainant's personally identifiable information may be withheld by a Mandated Reporter, but all other details must be shared with the Title IX Coordinator. Mandated reporters may not be able to maintain requests for anonymity for Complainants who are minors, elderly, and/or disabled, depending on state reporting of abuse requirements.

All College employees (including student employees), with the exception of those who are designated as Confidential Resources, are Mandated Reporters and must promptly share with the Title IX Coordinator all known details of a report made to them in the course of their employment.

Employees must also promptly share all details of behaviors under this Policy that they observe or have knowledge of, even if not reported to them by a Complainant or third party.

Generally, disclosures in climate surveys, classroom writing assignments or discussions, human subjects research, or at events such as “Take Back the Night” marches or speak-out events do not provide notice that must be reported to the Title IX Coordinator by employees, unless the Complainant clearly indicates a desire that a report be made or that they seek a specific response from the College.

Supportive measures may be offered as the result of such disclosures without filing a formal complaint. Support measures can include a range of responses that address the needs of the Complainant without punishing the Respondent. Support measures can include providing an escort while on campus, issuing mutual restraining orders, or other options. Support measures are also available to the Respondent.

When a Mandated Reporter is engaged in harassment or other violations of this Policy, they still have a duty to report their own misconduct, though the College is technically not on notice simply because a harasser is also a Mandated Reporter unless someone, including the harassing party, does in fact report the harassing behavior.

Finally, it is important to clarify that a Mandated Reporter who is themselves a target of harassment or other misconduct under this Policy is not required to report their own experience, though they are encouraged to do so.

Reports of sexual harassment can be made to the College’s Title IX Coordinator in a number of different ways either by a Complainant or by a Mandated Reporter. First, a report can be made directly to the College’s Title IX Coordinator by telephone, email, or by fax. A report can also be made to the Title IX Coordinator in person. In order to make the in-person option more accessible, the Title IX Coordinator regularly travels to the College’s campuses in Beatrice, Milford, and Lincoln. The Title IX Coordinator also utilizes Zoom™ to meet with Complainants face-to-face when he is not on campus.

Finally, a report can be made through an online form located on the College's website<sup>2</sup>. A copy of the reporting form is attached in Appendix H.

When the Title IX Coordinator receives a report of possible sexual harassment, the Coordinator attempts to contact the Complainant. It is important to note that a report of sexual harassment is not the same as a Formal Complaint. A report puts the College on notice that sexual harassment may have occurred. A report may or may not lead to a Formal Complaint. A report causes the Title IX Coordinator to share information with the Complainant regarding their rights. A Complainant may choose to do nothing, to request more information, to seek support measures, or file a Formal Complaint requesting the College engage its formal grievance process.

Details related to reporting and formal hearing process are outlined in the Handbook located in Appendix G.

## Section (f) – Resources, Programs, and Support Available to Address Concerns of Sexual Harassment

A number of College, Community, and National resources are available to address concerns of sexual harassment, which includes sexual assault, domestic violence, dating violence, and stalking. Information related to these resources is provided through the College's website and on an individual basis. It is also included in the Title IX Anti-Discrimination, Anti-Harassment, and Anti-Retaliation Policy and Hearing Manual, referenced in prior sections, which is available on the College's website. Resources include

### ***Campus Resources***

- **Counseling and Assistance Program (CAPS) at SCC:** SCC students are provided for up to 15 individual and 10 group sessions at no charge each academic year. Counselors in the CAPS office are required to report to the College non-identifying data related to sexual harassment.  
Phone: (402) 228-8135

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<sup>2</sup> [https://cm.maxient.com/reportingform.php?SoutheastCC&layout\\_id=3](https://cm.maxient.com/reportingform.php?SoutheastCC&layout_id=3)

Email: [kjantzen@southeast.edu](mailto:kjantzen@southeast.edu)

### ***Community & National Resources***

- **Nebraska Coalition to End Sexual and Domestic Violence:** Nebraska has a network of domestic violence and sexual assault programs that ensure a safety net of services are available across our state 24-hours a day. This network includes the following service providers in the SCC region.  
Website: [www.nebraskacoalition.org/](http://www.nebraskacoalition.org/)
  - **Voices of Hope** (Lancaster County) provides non-shelter support for battered women and their children  
24-Hour Crisis Line: (402) 475-7273  
Email Address: [info@voicesofhopelincn.org](mailto:info@voicesofhopelincn.org)  
Website: [www.voicesofhopelincn.org](http://www.voicesofhopelincn.org)
  - **Friendship Home** (Lancaster County) provides shelter and support for battered women and their children  
24-Hour Crisis Line: (402) 437-9302  
Deaf or Hard of Hearing: (402) 261-0545  
Website: [www.friendshiphome.org](http://www.friendshiphome.org)
  - **Hope Crisis Center** (York, Seward, Fillmore, Saline, Gage, Thayer & Jefferson counties)  
24-Hour Crisis Line: (877) 388-HOPE (4673)  
Website: [www.hopecrisiscenter.org](http://www.hopecrisiscenter.org)
  - **The Bridge** (Saunders County)  
24-Hour Crisis Line: (888) 721-4340; (402) 727-7777  
Website: [www.bridgefromviolence.com](http://www.bridgefromviolence.com)
  - **Project Response** (Otoe, Johnson, Nemaha, Pawnee, & Richardson counties)  
24-Hour Crisis Line: (800) 456-5764  
Website: [www.projectresponseinc.org](http://www.projectresponseinc.org)
  - **Heartland Family Service** (Cass County)  
24-Hour Crisis Line: (402) 292-5888 / (800) 523-3666  
Email: [info@heartlandfamilyservice.org](mailto:info@heartlandfamilyservice.org)  
Website: <https://www.heartlandfamilyservice.org/housing-financial-stability/domestic-violencesexual-assault/>
- **Victim Witness Unit:** A victim witness unit is a support service provided by a local government agency. Victim witness units provide advocacy services that may be needed by victims of crime. Victim witness units do not provide confidential services and may be required to provide information shared with them to law enforcement or prosecutors. In some instances, prosecutors may be required to share that information with the individual charged with a crime.
  - **Lincoln Police Department's Victim Assistance Unit**  
Phone: (402) 441-7181

Website:

<https://www.lincoln.ne.gov/City/Departments/Police/Departments/Victim-Assistance>

- **Seward County Victim Assistance**

Phone: (877) 388-4673

- **Medical Treatment for Medical Services or Evidence Preservation:**

- Beatrice Comm. Hospital and Health Ctr  
4800 Hospital Pkwy  
(402) 228-3344
- Bryan LGH East Campus  
1600 S. 48th St., Lincoln, NE  
(402) 481-1111
- Bryan LGH West Campus  
2300 S. 16th St., Lincoln, NE  
(402) 481-1111
- CHI Health St. Elizabeth Medical Regional Ctr  
555 S. 70th St., Lincoln, NE  
(402) 219-8000
- Memorial Health Care Center  
300 North Columbia, Seward, NE  
(402) 643-2971

- **National Sexual Assault Hotline:** provides free, confidential counseling 24 hours a day from a national (not a local) service provider, that can help connect to local providers
  - On-line, 24-hour chat with a trained professional: [online.rainn.org](https://online.rainn.org)
  - 24-Hour Crisis Line: (800) 656-HOPE (4673)

The College also provides support on an individual basis as requested by either a complainant or respondent. According to federal Title IX regulations, support cannot be punitive in nature. Examples of support provided by the College and listed in the College's Title IX, Anti-discrimination, Anti-harassment, and Anti-retaliation Policy and Reporting, Investigation, and Hearing Manual include the following:

- Referral to counseling, medical, and/or other healthcare services
- Referral to the Employee Assistance Program if applicable
- Referral to community-based service providers
- Student financial aid counseling
- Education to the institutional community or community subgroup(s)
- Altering campus housing assignment(s)
- Altering work arrangements for employees or student-employees
- Safety planning
- Providing campus safety escorts



- Implementing contact limitations (no contact orders) between the parties
- Academic support, extensions of deadlines, or other course/program-related adjustments
- Trespass orders or Stay Away Letters
- Timely warnings
- Class schedule modifications, withdrawals, or leaves of absence
- Increased security and monitoring of certain areas of the campus
- Any other actions deemed appropriate by the Title IX Coordinator

## Section (g) – Student or Employee-Led Organizations

SCC does not have either a student-led or an employee-led organization with a sole focus related to sexual harassment. In addition to the Office of Institutional Compliance, the College does have two different employee-led teams that are relevant to the subject of this report.

First, the College has an informal team that focuses on prevention. Prevention in this instance goes beyond the prevention of sexual harassment or VAWA crimes. The Prevention Team addresses prevention and awareness campaigns related to drug use, alcohol abuse, interpersonal violence, and other issues that can impact the educational environment.

During the reporting period, the College also had a formal employee-led diversity and inclusion team. This Team sought to enhance the experiences of all who engage the College as either a place of employment or their education provider. The Team’s charter statement states that the mission and purpose of the team is “to provide educational events and informative campaigns that promote inclusion and celebrating the diverse community of SCC.” The team was formally established with its current charter statement dated April 3, 2022 and was organized by twelve staff members across the College.

Through the duration of the reporting period, the Office of Institutional Compliance was under the College’s Vice President of Human Resources. The Title IX Coordinator was officially supervised by the College’s Vice President of Program Development as well as the Vice President of Human Resources.

The former Office of Access, Equity, and Diversity oversaw the College’s voluntary Diversity Education program for staff. The program was suspended during the first quarter of 2025 following

federal mandates affecting similar programs nationwide. Prior to the suspension of the program, staff were encouraged to participate in self-selected activities designed to enhance their ability to engage effectively with all members of the College, including employees, students, and visitors. The goal of the voluntary program was to expose employees to cultures and perspectives they might encounter through their employment. The voluntary program was removed in an effort to comply with federal requirements issued in 2025.

The College also had a student organization during the reporting period focused on the needs of the College's LGBTQ students. The organization is open to all students regardless of orientation and the focus was not specifically related to sexual harassment and sexual misconduct.

#### [Section \(h\) – Agreements with Local Law Enforcement or County Attorneys](#)

SCC has a service area that covers 15 counties in southeast Nebraska. SCC's main campuses are located in Beatrice, Lincoln, and Milford with Learning Centers throughout other portions of the service area. Each campus is unique with different needs.

SCC's main campus, located at 8800 O Street, in Lincoln, had an MOU in place with the Lancaster County Sheriff's Office during the reporting period. Emergency and non-emergency requests for law enforcement services are also provided by the Lincoln Police Department.

The College's Continuing Education/Entrepreneurship Center is located at 301 South 68<sup>th</sup> ST Place, in Lincoln. Similar to the College's main campus, an MOU was in place with the Lancaster County Sheriff's Office. The Lincoln Police Department also responded to both emergency and non-emergency requests for law enforcement at this location.

SCC also provided classes at 1111 O Street in downtown Lincoln. As with other SCC locations in Lancaster County, the College had an MOU with the Lancaster County Sheriff's Office during the reporting period. The Lincoln Police Department also responded to both emergency and non-emergency requests at this location.

SCC has a campus located in Beatrice, Gage County, Nebraska. There is no formal MOU in place with either the Beatrice Police Department or the Gage County Sheriff's Office. The Nebraska State Patrol has an office that is located on the Beatrice Campus, though there is no formal MOU with the Patrol. Local law enforcement responded to both emergency and non-emergency requests from law enforcement.

Finally, the College has a campus located in Milford, Seward County, Nebraska. The Milford Campus does have an MOU with the Milford Police Department. There is no MOU with the Seward County Sheriff's Office. Local law enforcement responded to both emergency and non-emergency requests from law enforcement.

In addition to the above-identified campuses, SCC has learning centers in multiple communities within the 15 counties the College serves. There are no MOUs with local police or county sheriff's offices within any of these communities. Local law enforcement responded to both emergency and non-emergency requests from law enforcement at each location.

The College, its campuses, and its learning centers do not have MOUs with any county attorney offices within the 15 counties SCC serves.

## Appendix A

### **New Employee Orientation Handout**

## Title IX

**"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance..." 20 U.S.C. §1681**

Title IX is a federal law that prohibits sex-based discrimination, sexual harassment, in education programs and activities. The federal regulations related to Title IX can be found at 34 C.F.R. 106.

Sexual harassment is currently defined by federal regulations as

Conduct on the basis of sex that satisfies one or more of the following:

- (1) An employee of the College conditioning the provision of an aid, benefit, or service of the College on an individual's participation in unwelcome sexual conduct;
- (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the recipient's education program or activity; or
- (3) Sexual assault, dating violence, domestic violence or stalking as defined by federal law.

34 C.F.R. 106.30 (v.2020)

Title IX policies and procedures for Southeast Community College are available on the College's website. This information, along with other information related to the Title IX team and trainings team members attend, can be found on the College's website at <https://www.southeast.edu/about/other-scc-departments/institutional-compliance-discrimination-title-ix/index.php>.

Southeast Community College requires that all employees notify the College's Title IX Coordinator of sexual harassment. The only exception to this requirement is individuals providing counseling within the College's CAPS office. Other forms of sexual misconduct may also be a violation of other laws, regulations, and College policies.

Reports of sexual harassment and sexual misconduct can be made online through the College's Complaints and Concerns Reporting page (<https://www.southeast.edu/reportcomplaintconcern/>).

The Title IX Coordinator can help you assess whether circumstances within an education program or activity rise to the level of sexual harassment and can help address related concerns. The Title IX Coordinator is here to help ensure that students have an opportunity to learn and that you have an opportunity to work in an environment free from sexual harassment. Contact the Title IX Coordinator for more information about Title IX and how the [Coordinator](#) can help you.

The Title IX Coordinator at Southeast Community College is the Administrative Director of Title IX, Institutional Compliance, and Labor Relations

Robert Sanford, Title IX Coordinator  
Administrative Director of Title IX,  
Institutional Compliance, and Labor Relations  
[rsanford@southeast.edu](mailto:rsanford@southeast.edu)  
402-323-3418

Rev: 2025-07-01  
Title IX New Employee Orientation v-2025-07-01

## Appendix B

### **E-18 Policy Title IX, Anti-discrimination, Anti-harassment, and Anti-retaliation Policy**





## COLLEGE POLICY

### PERSONNEL

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#### E-18 POLICY Title IX, Anti-discrimination, Anti-harassment, and Anti-retaliation

##### Elimination of Discrimination

Southeast Community College hereby gives this statement of compliance and intends to comply with all state and federal laws prohibiting discrimination and sexual misconduct. In compliance with federal and state statutes and regulations, the College will develop relevant procedures in adherence with College policy.

Southeast Community College does not discriminate on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities. Reasonable accommodations will be provided to employees with disabilities and to those who are pregnant, have given birth, or have a related medical condition, as required by law. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Students: Assistant Campus Director/Dean of Students, Vice President of Student Success & Title IX Coordinator or their designee

Employees and Others: Human Resources & Title IX Coordinator

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate Coordinator. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office of Civil Rights in the U.S. Department of Education (OCR), please contact the OCR at One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or [ocr.kansascity@ed.gov](mailto:ocr.kansascity@ed.gov).

##### Designation of Title IX Coordinator

The College believes a Title IX Coordinator is essential in the elimination and prevention of sex-based discrimination and sexual misconduct. The College will designate and authorize a minimum of one employee to coordinate its efforts to comply with its Title IX responsibilities. The College will notify applicants for admission and employment, students, parents, employees, and other interested parties of the name or title, office address, electronic mail address, and telephone number of the designated Title IX Coordinator(s). The College, through the Title IX Coordinator(s), will accept a report of sex discrimination or sexual misconduct from any person and by any method that results in the Title IX Coordinator(s) receiving the report.

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## COLLEGE POLICY

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#### Dissemination of Policy and Related Information

The College believes that transparency of its policies and procedures related to sex discrimination and sexual misconduct is essential in eliminating these behaviors. The College can accomplish transparency by making all public disclosure requirements related to Title IX and sexual misconduct available on its website, in its catalog, and any other location required by law or regulation.

#### Prohibited Harassment, Discrimination, and Retaliation of Employees, Students, and Others

The Southeast Community College is committed to offering employment and educational opportunities to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination, harassment or retaliation of any kind by College employees, including, co-workers, non-employees (such as volunteers), third parties, and others is strictly prohibited and will not be tolerated.

Harassment is a form of discrimination and includes verbal, non-verbal, written, graphic, or physical conduct, that itself is not otherwise protected, relating to a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, that is sufficiently serious to deny, interfere with, or limit a person's ability to participate in or benefit from an educational or work program or activity, including, but not limited to:

- a. Unwelcome conduct that a reasonable person would determine is severe, pervasive, and objectively offensive that has the effect of denying equal access to create an intimidating, hostile, or abusive educational or work environment, and/or as defined by current Title VII or Title IX federal regulations or
- b. Requiring an individual to endure the offensive conduct as a condition of continued employment or educational programs or activities, including the receipt of aids, benefits, and services, or
- c. Sexual assault, dating violence, domestic violence or stalking.

Educational programs and activities include all academic, educational, extracurricular, athletic, and other programs of the College, whether those programs take place in a College's facilities, in a College vehicle, at a class or training program sponsored by the College at another location, or elsewhere.

Discriminatory harassment because of a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, may include, but is not limited to:

- a. Name-calling,
- b. Teasing or taunting,
- c. Insults, slurs, or derogatory names or remarks,
- d. Demeaning jokes,

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## COLLEGE POLICY

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- e. Inappropriate gestures,
- f. Graffiti or inappropriate written or electronic material,
- g. Visual displays, such as cartoons, posters, or electronic images,
- h. Threats or intimidating or hostile conduct,
- i. Physical acts of aggression, assault, or violence, or
- j. Criminal offenses.

The following examples are additional or more specific examples of conduct that may constitute sexual harassment:

- a. Unwelcome sexual advances or propositions,
- b. Requests or pressure for sexual favors,
- c. Comments about an individual's body, sexual activity, or sexual attractiveness,
- d. Physical contact or touching of a sexual nature, including touching intimate body parts and inappropriate patting, pinching, rubbing, or brushing against another's body,
- e. Physical sexual acts of aggression, assault, or violence, including criminal offenses (such as rape, sexual assault or battery, and sexually motivated stalking), against a person's will or where a person is incapable of giving consent due to the victim's age, intellectual disability, or use of drugs or alcohol,
- f. Requiring sexual favors or contact in exchange for aids, benefits, or services, such as grades, awards, privileges, promotions, etc., or
- g. Gender-based harassment; acts of verbal, nonverbal, written, graphic, or physical conduct based on sex or sex-stereotyping, but not involving conduct of a sexual nature.

If the College knows or reasonably should know about possible harassment, including violence, the College will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred (see section entitled "Grievance Procedures," below), and take appropriate interim measures, if necessary. If the College determines that unlawful harassment occurred, the College will take prompt and effective action to eliminate the harassment, prevent its recurrence, and remedy its effects, if appropriate. If harassment or violence that occurs off College property creates a hostile environment at College, the College will follow this policy and grievance procedure, within the scope of its authority.

All College employees are expected to take prompt and appropriate actions to report and prevent discrimination, harassment, and retaliation by others. Employees who witness or become aware of possible discrimination, including harassment and retaliation, must immediately report the conduct to his or her supervisor or the compliance coordinator designated to handle complaints of discrimination

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## COLLEGE POLICY

### PERSONNEL

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(designated compliance coordinator). Licensed counselors employed by the College and official serving in the role of counselor have privileged communication with their clients and as such will only provide the minimum information necessary for public disclosure requirements.

The College believes proactive measures can be taken to prevent sex-based discrimination and sexual misconduct before they occur. The College is committed to ongoing assessments to ensure compliance with this policy throughout the College and with its contractors and servicers. The College will take action to overcome the effects of limited participation in a program or activity by a particular sex.

#### Conduct Programs to Prevent Dating Violence, Domestic Violence, Sexual Assault, and Stalking

The College believes it has a responsibility to assist the community in the elimination of dating violence, domestic violence, sexual assault, and stalking. The College can assist in reaching this goal through primary prevention education and strategic partnerships with community and government agencies striving for the same goal.

#### Anti-retaliation

The College prohibits retaliation, intimidation, threats, coercion, or discrimination against any person for opposing discrimination, including harassment, or for participating in the College's discrimination complaint process or making a complaint, testifying, assisting, or participating in any manner, in an investigation, proceeding, or hearing. Retaliation is a form of discrimination.

The College will take immediate steps to stop retaliation and prevent its recurrence against the alleged victim and any person associated with the alleged victim. These steps will include, but are not limited to, notifying students, employees, and others, that they are protected from retaliation, ensuring that they know how to report future complaints, and initiating follow-up contact with the complainant to determine if any additional acts of discrimination, harassment, or retaliation have occurred. If retaliation occurs, the College will take prompt and strong responsive action, including possible discipline, including expulsion or termination, if applicable.

**Related Procedure:** E-18a

**Adopted:** 12/13/22

**Reviewed:** 12/10/21, 8/2/22, 10/21/22, 11/08/22

**Next Review:** TBD

**Web link:**

**Tags:** title IX, harassment, anti-retaliation

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## Appendix C

### **E18a Procedure – Title IX, Anti-discrimination, Anti-harassment, and Anti-retaliation**



## COLLEGE POLICY

### PERSONNEL

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E18a	PROCEDURE	Title IX, Anti-discrimination, Anti-harassment, and Anti-retaliation
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#### Title IX Coordinator

In accordance with federal regulations, Southeast Community College will identify a minimum of one staff person to serve as a Title IX Coordinator. The Title IX Coordinator will stay up to date on federal and state requirements addressing discrimination on the basis of sex and ensure that the College is in compliance with federal and state regulations. The Title IX Coordinator will receive reports of sex-based discrimination and be responsible to coordinate the College's investigation and response to these complaints. The Title IX Coordinator's contact information, including, at a minimum, the title, telephone number, email address, and office address will be posted on the College's website, in the College's catalog, and in any other place required by statute or regulation.

#### Current Title IX Coordinator

Robert Sanford: [rsanford@southeast.edu](mailto:rsanford@southeast.edu)

#### Dissemination of Policy and Other Required Information

The Title IX Coordinator will utilize established processes to identify information related to sex discrimination that is required to be published by state or federal laws and regulations. Once identified the Title IX Coordinator will ensure that the information is posted in a manner that is compliant with these laws and regulations.

#### Reports of Discrimination on the Basis of Sex

The Title IX Coordinator will work with policies and procedures established by the College to ensure those having information related to discrimination on the basis of sex are able to report discrimination to the College. The Title IX Coordinator will also establish processes that respond to reports of discrimination in a timely manner.

#### College Response

The Title IX Coordinator will create a process used by the College to respond to reports of discrimination on the basis of sex. The process will ensure that the Title IX Coordinator, Investigators, Decision-Makers, and those involved in informal processes (hereafter, the Title IX Team) are free of any conflicts of interest and bias. The Title IX Coordinator will ensure that members of the Title IX Team receive training related to the Title IX process and that meets statutory and regulatory requirements. The Title IX Coordinator will ensure that the College's response includes the following:

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## COLLEGE POLICY

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- A process to address informal complaints.
- A process to make formal complaints.
- A process to provide notice of allegations to the respondent.
- A process to dismiss a formal complaint.
- A process to consolidate formal complaints.
- A process for the investigation of a formal complaint.
- A process to conduct hearings.
- A process to determine and provide notice of responsibility.
- A process that allows for appeals.

#### Conduct Programs to Prevent Dating Violence, Domestic Violence, Sexual Assault, and Stalking

The Title IX Coordinator will establish a process to ensure that the College's students and employees are provided primary prevention and awareness programs that address dating violence, domestic violence, sexual assault, and stalking.

#### Proactive Self-Evaluation and Affirmative Response

The Title IX Coordinator will develop a process to evaluate education and employment programs and activities to ensure compliance with this policy as well as related federal and state statutes and regulations. The Title IX Coordinator will also develop a process to notify appropriate College administrators of the results of such evaluations. The Title IX Coordinator will develop a process that ensures appropriate information related to any evaluations is provided to governing officials as required by federal and state statutes and regulations. The College administration will utilize these evaluations to develop a plan to overcome the effects of conditions that result in limited participation in a program or activity by a particular sex.

Related Policy: E-18

Admin Team Adopted: 10/21/22

Reviewed: 12/10/21, 10/21/22

Next Review: TBD

Web link:

Tags: title IX, harassment, anti-retaliation

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## Appendix D

### Awareness Month Examples





## Brooke Koch

Brooke Koch was born on December 28, 1980. She was a mother of three and an active member of her community. Brooke graduated from Tri-County High School in 1999. Afterwards, she earned Associate's degrees in Horticulture and Licensed Practical Nursing from Southeast Community College in Beatrice. Brooke was employed as an LPN at Gage County Medical Clinic at the time of her death. She coached softball for many years and enjoyed running, caring for her farm animals, landscaping, gardening, fishing, traveling, being outdoors, photography, and especially attending her girls' events and activities.

Brooke died at age 40 in a murder-suicide committed by her former partner on April 6, 2021. Her killer had a history of domestic violence and was twice arrested for death threats against Brooke, only to be released on bail a short time later. He was scheduled to appear in court for a protection order violation on the morning that he killed her.

Brooke is remembered by her younger sister in the following statement to the National Coalition Against Domestic Violence.

"Brooke (Malchow) Koch loved life more than anyone I have ever met. She had a permanent smile that lit up every room and warmed the heart of those around her. Brooke ran every 5k, 10K and half marathon with her teenage daughters that she could. In her spare time, she enjoyed farming and caring for her chickens and goats. She loved to read. She was a real-life super woman. She could build or fix anything. From picking a lock on a car with keys locked in it to building a deck or refinishing countertops, she could really do it all. Brooke wanted nothing more in life than to live it to the fullest with her daughters and to provide them with a loving, happy childhood. Brooke was my older sister by 7 years and my best friend. There was rarely a day that went by that we didn't see each other, talk on the phone or at the minimum text back and forth. One of my cherished memories with my sister was the hike in Colorado we went on while on vacation together. The 7 kids went ahead of us and we had hours to talk and laugh on that hike and enjoy the scenery. Growing up, she never batted an eye at letting me tag along on camping trips, fishing trips, swimming at the lake, rescuing a chicken during a snow storm, or hopping in the car for a spur of the moment road trip. She was the best big sister, mother, daughter and best friend."

Brooke continues to be loved by her family, friends and community. Her absence in this world is deeply felt.







Brooke Koch

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## SILENT WITNESS



AN INITIATIVE TO STOP DOMESTIC VIOLENCE

### Recognize.

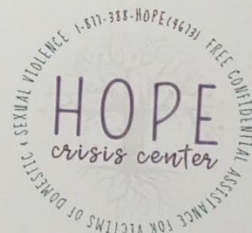
Every year more and more people seek safety and support after experiencing emotional, physical, or sexual abuse at the hands of their loved ones.

### Realize.

As a community, we are the Silent Witness to the issue of domestic violence.

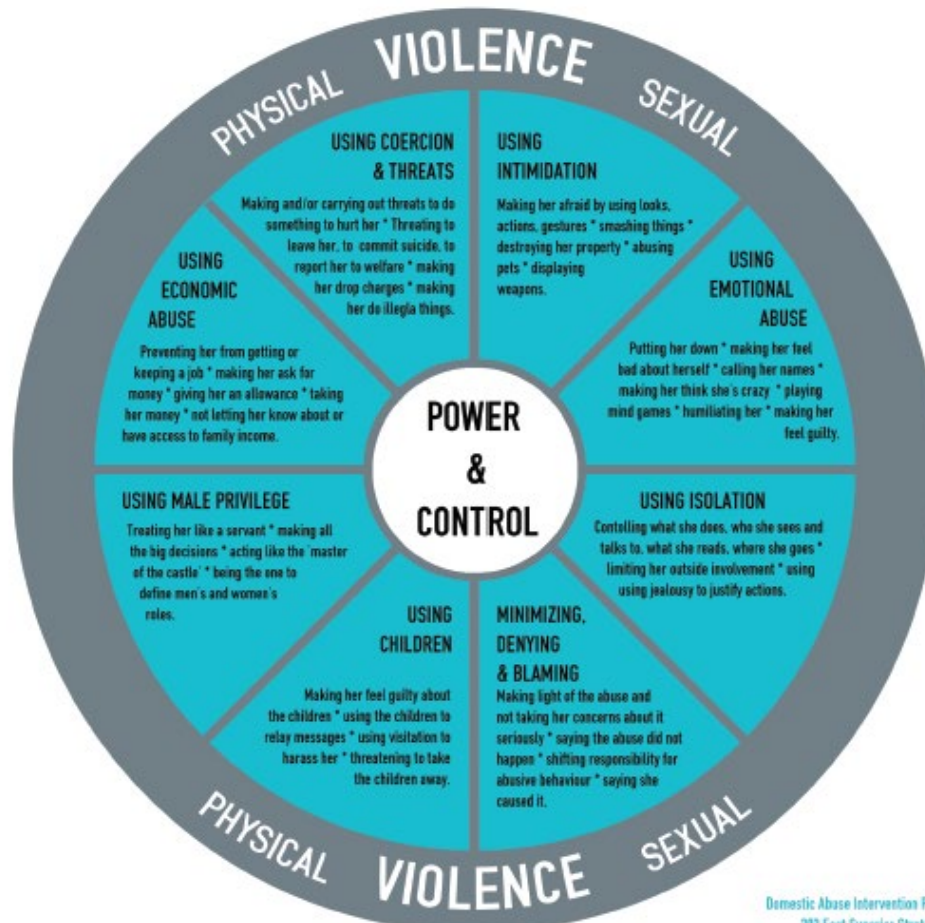
### Respond.

As a united community, we can work to change the future.



24 HOUR HOTLINE: 1-877-388-HOPE (4673)

# The Duluth Power & Control Wheel



Domestic Abuse Intervention Project  
282 East Superior Street  
Duluth, Minnesota 55802  
218 - 722 - 2781  
[www.theduluthmodel.org](http://www.theduluthmodel.org)

# NO MORE



# KNOW MORE ABOUT DOMESTIC VIOLENCE & SEXUAL ASSAULT

## THE FACTS

Domestic violence & sexual assault are all too prevalent in our society:

- 1 in 4 women and 1 in 9 men report experiencing violence from their partners in their lifetimes.
- About 1 in 3 women and 1 in 6 men in the United States experienced some form of contact sexual violence during their lifetime.
- Nearly 23 million women and 1.7 million men have been the victims of completed or attempted rape at some point in their life.
- 1 in 15 children are exposed to domestic violence every year. 90 percent of these children are eyewitnesses to the abuse.
- Women are 16 times more likely to be killed with guns in the U.S. than in other developed countries.
- The majority of mass shootings - 54% of cases - are related to domestic or family violence.

## A SILENT EPIDEMIC

Domestic violence and sexual assault occurs across all populations – regardless of gender identity, race, age, class, socio-economic or educational status, sexual orientation, religion or disability.

No one is immune: each year, 12.7 million people are physically abused, raped or stalked by their partners – 24 people every minute. Moreover, the health, social and economic impacts extend to families, communities and society as a whole.

## KNOW MORE

Silence and lack of knowledge about domestic violence and sexual assault play a large part in why they persist. We have to start talking openly about these issues to help remove the shame and stigma they carry.

## DOMESTIC VIOLENCE

A pattern of abusive and threatening actions used to exert power and control over an intimate dating partner or spouse. Domestic violence includes the use of physical and sexual violence, threats and intimidation, stalking, emotional and psychological abuse, and financial control. It may also include:

- Physical abuse or the threat of abuse of the victim, children, or pets
- Rigidly controlling finances or withholding money
- Sabotaging a partner's job by making them miss work, constantly calling them at work, showing up uninvited, etc.
- Verbal insults that humiliate a partner
- Threatening to out a partner's sexual orientation
- Telling a partner who he/she can or can't hang out with, be Facebook friends with, or text
- Stealing or insisting on having a partner's Internet or bank passwords
- Isolating a partner from family and friends



## DOMESTIC VIOLENCE & SEXUAL ASSAULT ARE ALL TOO PREVALENT IN OUR SOCIETY

### Consider this:

- 1 in 3 women and 1 in 4 men experience violence from their partners in their lifetimes
- 1 in 3 teens experience sexual or physical abuse or threats from a boyfriend or girlfriend in one year
- 1 in 5 women are survivors of rape
- 1 in 4 women and 1 in 6 men were sexually abused before the age of 18

### SO WHAT CAN I DO TO HELP?

Silence and lack of knowledge about domestic violence and sexual assault play a large part in why they persist. We have to start talking openly about these issues to help remove the shame and stigma they carry.



### WHAT IS NO MORE?

NO MORE is a unifying symbol and movement to raise public awareness and engage bystanders around ending domestic violence and sexual assault. Launched in March 2013 by a coalition of leading advocacy groups, service providers and major corporations, NO MORE is supported by hundreds of national and local groups and by thousands of people who are using its signature blue symbol to increase visibility for these hidden issues.

Learn more about NO MORE at [www.nomore.org](http://www.nomore.org)

Learn how to prevent violence at [www.nomore.org/prevention](http://www.nomore.org/prevention)

For regular updates, follow NO MORE:

**Twitter** (@NOMOREorg)  
**Facebook** (NOMORE.org)  
**Instagram** (@NOMOREorg)

# KNOW MORE AND TALK ABOUT THESE ISSUES OPENLY

## WHAT IS DOMESTIC VIOLENCE:

**A pattern of abusive and threatening actions used to exert power and control over an intimate dating partner or spouse.** Domestic violence includes the use of physical and sexual violence, threats and intimidation, stalking, emotional and psychological abuse, and financial control.

It may also include:

- Physical abuse or the threat of abuse of the victim, children, or pets
- Rigidly controlling finances or withholding money
- Sabotaging a partner's job by making them miss work, constantly calling them at work, showing up uninvited, etc.
- Verbal insults that humiliate a partner
- Threatening to out a partner's sexual orientation
- Telling a partner who he/she can or can't hang out with, be Facebook friends with, or text
- Stealing or insisting on having a partner's Internet or bank passwords
- Isolating a partner from family and friends

## WHAT IS SEXUAL ASSAULT:

Any unwanted sexual activity without consent, including rape, incest, sexual harassment, and molestation. **Consent is the presence of a clear yes (not the absence of a no).** Sexual assault perpetrators are motivated by the need to control, humiliate, and harm their victims.

Sexual assault can also involve:

- Exposing or flashing oneself in person or sending unsolicited explicit pictures
- Forcing a person to pose for sexual pictures
- Not allowing a sexual partner to use birth control or be protected from STD's
- Engaging in non-consensual sexual activity with someone drugged, drunk, unconscious, sleeping, etc., ranging from taking explicit pictures to unwanted sexual touching above or under clothing to engaging in intercourse
- Coerced sexual acts by a boss, higher-ranking officer, teacher, or other authority figure

## LEARN HOW TO PREVENT VIOLENCE

Everyone can play an active role in stopping domestic violence and sexual assault before it occurs by helping to establish an environment where healthy and positive relationships are based on respect, safety, and equality. Taking steps to stop harassment or violence can make a significant difference in someone's life, and send a powerful message to society that violence is not acceptable.

## KNOW WHERE TO GO FOR HELP

**If you see, hear, or suspect that someone is in danger, call 911 immediately.**

If you or someone you know has questions or needs help, please contact the appropriate resources below:

The National Domestic Violence Hotline at 1-800-799-SAFE (7233) or visit [www.ndvh.org](http://www.ndvh.org)

The National Sexual Assault Hotline at 1-800-656-4673 (HOPE) or by secure, online private chat via [www.RAINN.org](http://www.RAINN.org)

Adult male survivors, family members, friends and partners of men who may have had abusive sexual experiences can also seek help through the 1in6 Online SupportLine at [www.1in6.org](http://www.1in6.org)

For teens and youth, call 1-866-331-9474, text "lovels" to 22522, or live chat at [www.lovelsrespect.org](http://www.lovelsrespect.org)



# The 3 D's of Bystander Intervention

**1**

## **DIRECT**

Speak up and address inappropriate comments and behaviors head on.

**2**

## **DISTRACT**

Get creative and do something to disrupt the situation.

**3**

## **DELEGATE**

Alert other people and ask for their assistance. The more people who are aware and able to help the better.

# Community Advocates– Crisis Lines

Are you a victim of domestic violence, dating violence, sexual violence, or stalking?



The Bridge  
888-721-4340



Voices of Hope: 402-475-7273  
Friendship Home: 402-437-9302 (voice)  
or 402-261-0545 (deaf & hard of hearing)



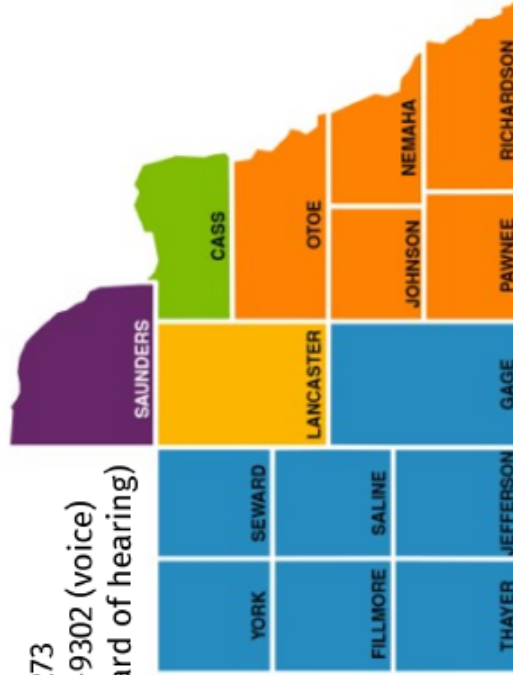
Hope Crisis Center  
877-388-4673  
Text: 402-971-0855



Heartland Family Service  
800-523-3666



Project Response  
800-456-5764



## Appendix E

### **Support Services**



## Resources for Victims of Abuse and Sexual Harassment

A number of campus, local, and national resources are available to provide information and assistance. Resources may be confidential, semi-confidential, or required to provide information to others. This is based on many different factors, including the role of the individual receiving the report and the type of report received. For instance, everyone in Nebraska is required to report child abuse.

It is important to understand whether or not a resource is confidential or not. You have the right to ask for clarification from a service provider about any requirement the provider has to report information you share with them.

SCC does not recommend any of the following resources or the quality of the services provided. This document simply provides a list of known resources in our community.

### Campus Resources

- **Counseling Assistance Program for Students (CAPS) at SCC:** SCC students are provided for up to 15 individual and 10 group sessions at no charge each academic year. Counselors in the CAPS office are required to report to the College non-identifying data related to sexual harassment.  
Phone: (402) 228-8135,  
Email: [kjantzen@southeast.edu](mailto:kjantzen@southeast.edu)

### Community & National Resources

- **Nebraska Coalition to End Sexual and Domestic Violence:** Nebraska has a network of domestic violence and sexual assault programs that ensure a safety net of services are available across our state 24-hours a day. This network includes the following service providers in the SCC region.  
[www.nebraskacoalition.org/](http://www.nebraskacoalition.org/)
  - **Voices of Hope** (Lancaster County) provides non-shelter support for battered women and their children  
24-Hour Crisis Line: (402) 475-7273  
Email Address: [info@voicesofhopelincn.org](mailto:info@voicesofhopelincn.org)  
Website: [www.voicesofhopelincn.org](http://www.voicesofhopelincn.org)
  - **Friendship Home** (Lancaster County) provides shelter and support for battered women and their children  
24-Hour Crisis Line: (402) 437-9302  
Deaf or Hard of Hearing: (402) 261-0545  
Website: [www.friendshiphome.org](http://www.friendshiphome.org)
  - **Hope Crisis Center** (York, Seward, Fillmore, Saline, Gage, Thayer & Jefferson counties)  
24-Hour Crisis Line: (877) 388-HOPE (4673)  
Website: [www.hopecrisiscenter.org](http://www.hopecrisiscenter.org)
  - **The Bridge** (Saunders County)  
24-Hour Crisis Line: (888) 721-4340; (402) 727-7777  
Website: [www.bridgefromviolence.com](http://www.bridgefromviolence.com)

- **Project Response** (Otoe, Johnson, Nemaha, Pawnee, & Richardson counties)  
24-Hour Crisis Line: (800) 456-5764  
Website: [www.projectresponseinc.org](http://www.projectresponseinc.org)
- **Heartland Family Service** (Cass County)  
24-Hour Crisis Line: (402) 292-5888 / (800) 523-3666  
Email: [info@heartlandfamilyservice.org](mailto:info@heartlandfamilyservice.org)  
Website: <https://www.heartlandfamilyservice.org/housing-financial-stability/domestic-violencesexual-assault/>
- **Victim Witness Unit:** A victim witness unit is a support service provide by a local government agency. Victim witness units provide advocacy services that may be needed by victims of crime. Victim witness units do not provide confidential services and may be required to provide information shared with them to law enforcement or prosecutors. In some instances, prosecutors may be required to share that information with the individual charged with a crime.
  - **Lincoln Police Department's Victim Assistance Unit**  
Phone: (402) 441-7181  
Website: <https://www.lincoln.ne.gov/City/Departments/Police/Departments/Victim-Assistance>
  - **Seward County Victim Assistance**  
Phone: (877) 388-4673
- **Medical Treatment and Evidence Preservation:**
  - Beatrice Comm. Hospital and Health Ctr  
4800 Hospital Pkwy  
(402) 228-3344
  - Bryan LGH East Campus  
1600 S. 48th St., Lincoln, NE  
(402) 481-1111
  - Bryan LGH West Campus  
2300 S. 16th St., Lincoln, NE  
(402) 481-1111
  - CHI Health St. Elizabeth Medical Regional Ctr  
555 S. 70th St., Lincoln, NE  
(402) 219-8000
  - Memorial Health Care Center  
300 North Columbia, Seward, NE  
(402) 643-2971
- **National Sexual Assault Hotline:** provides free, confidential counseling 24 hours a day from a national (not a local) service provider, that can help connect to local providers
  - On-line, 24-hour chat with a trained professional: [online.rainn.org](http://online.rainn.org)
  - 24-Hour Crisis Line: (800) 656-HOPE (4673)

## Appendix F

### **Information Card and Title IX Brochure**



## Campus & Community Resources



**Need to talk or get immediate help in a crisis? Help is available.**

- ***National Suicide Prevention Lifeline:*** dial/txt 988
- ***Healthy Mothers, Healthy Babies Hotline:*** In Nebraska, dial 211
- ***Nebraska Family Helpline – Any question, any time:*** (888) 866-8660
- ***Rural Response Hotline:*** (800) 464-0258
- ***National Domestic Violence Hotline:*** 1-800-799-7233 or text LOVEIS to 22522
- ***National Sexual Assault Hotline:*** 1-800-656-HOPE (4673)

## Campus Resources

---

**Counseling Assistance Program for Students (CAPS)** - free, confidential counseling services for enrolled SCC students

- Call: (402) 437-2888
- Email: [caps@southeast.edu](mailto:caps@southeast.edu)
- [southeast.edu/caps](http://southeast.edu/caps)

**CARE Team** - a team that provides support for students experiencing academic struggles; feelings of overwhelm; personal distress or physical illness

- Submit a Student Care request at [southeast.edu/reportcomplaintconcern/](http://southeast.edu/reportcomplaintconcern/)
- Email: [twebster@southeast.edu](mailto:twebster@southeast.edu)
- [southeast.edu/scc-cares](http://southeast.edu/scc-cares)

### **Campus Safety & Security**

- Call: (402) 437-2800
- [southeast.edu/campusafety/](http://southeast.edu/campusafety/)

**Food Pantry** - provides free food and hygiene items for students on all SCC campuses

- Call: (402) 437-2779
- Locations: 8800 O St. – Rm 204; ESQ – Rm 112; Milford – Assessment Center; Beatrice – K403
- [southeast.edu/scc-food-pantry/](http://southeast.edu/scc-food-pantry/)

**Title IX Office** - provides assistance for individuals who have experienced sexual misconduct

- Call: (402) 323-3418
- [southeast.edu/title-ix/](http://southeast.edu/title-ix/)

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## Access/Equity/Diversity Office

The Access/Equity/Diversity Office has been designated as SCC's Title IX coordinating office.

College-wide resource for employees and students:

- **Jose J. Soto, J.D.**  
Vice President for Access/Equity/Diversity  
Office: 402-323-3412  
Fax: 402-323-3420  
Cell: 402-613-1181



Accommodations for pregnant or parenting students contact:

- ADA Coordinator-Beatrice  
402-228-8242 or 800-233-5027 ext. 1242  
BeatriceADA@southeast.edu
- ADA Coordinator-Lincoln  
402-437-2620 or 800-642-4075 ext. 2620  
LincolnADA@southeast.edu
- ADA Coordinator-Milford  
402-761-8202 or 800-933-7223 ext. 8202  
MilfordADA@southeast.edu
- ADA Compliance Officer-SCC Area  
402-323-3412  
AreaADA@southeast.edu



[www.southeast.edu](http://www.southeast.edu)

**Equal Opportunity/NonDiscrimination Policy** - It is the policy of Southeast Community College to provide equal opportunity and non-discrimination in all its programs and activities. This policy applies to all persons regardless of race, color, sex, age, marital status, national origin, ethnicity, religion, sexual orientation, disability, or other factors prohibited by law or College policy. Inquiries concerning the application of Southeast Community College's policies on equal opportunity and non-discrimination should be directed to the Vice President for Access/Equity/Diversity, SCC Area Office, 301 S. 68th Street, Place, Lincoln, NE 68510, 402-323-3412, FAX 402-323-3420, or [jose@southeast.edu](mailto:jose@southeast.edu).

**Declaración de política sobre equidad y no discriminación** - La política pública de Southeast Community College es de proveer equidad y no discriminación en todos asuntos referentes a la admisión, participación, y empleo contra toda persona por motivo de raza, color, etnia, sexo, edad, estado civil, estatus matrimonial, origen nacional, etnicidad, religión, orientación sexual, discapacidad, u otros factores prohibidos por ley o política del Colegio. Preguntas relacionadas a la política sobre equidad y no discriminación de Southeast Community College deben dirigirse a: Vice President for Access/Equity/Diversity, SCC Area Office, 301 S. 68th Street Place, Lincoln, NE 68510, 402-323-3412, FAX 402-323-3420, y [jose@southeast.edu](mailto:jose@southeast.edu).



What you need to know about

## Title IX



Access to Higher Education

Athletics

Gender Stereotypes

Sexual Harassment and Sexual Assault

Pregnant & Parenting Students

Southeast Community College  
Access/Equity/Diversity Office

**SCC**  
NEBRASKA

[www.southeast.edu](http://www.southeast.edu)



## Title IX

Title IX is a portion of the U.S. Education amendments of 1972.

Title IX prohibits sex-based discrimination in educational programs or activities that receive federal financial assistance.

Congress envisioned Title IX as protecting a range of educational activities for women. It also addresses sexual harassment, gender-based discrimination and sexual violence.

### Title IX states that:

"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination, under any education program or activity, receiving federal financial assistance."

### The topics Title IX addresses include:

- Access to Higher Education
- Athletics
- Pregnant and Parenting Students
- Gender Stereotypes
- Sexual Harassment and Sexual Violence



## Access to Higher Education

Title IX has increased access to higher education and has improved economic progress for women.

Women now earn undergraduate and graduate degrees at much higher rates than they once did. In addition, men are entering fields once predominantly female (e.g., teaching, nursing, allied health, and librarianship). Women are entering fields that have been predominantly male, e.g., construction and building trades, computer science and technology, architecture, medicine, and law.

### Athletics

Women increased their representation as college athletes as a result of Title IX. Research also shows that the opportunity to benefit from participating in sports is of value to all participants.

## Pregnant and Parenting Students

Title IX protects students from being refused enrollment or excluded from school-related activities because of pregnancy or parenting status and all related conditions, such as abortion.

Title IX protects the rights of pregnant and parenting students (female and male) to stay in school and have equitable educational opportunities. This means that schools must give all students who might be, are, or have been pregnant the same access to school programs and educational opportunities that other students have.

## Gender Stereotypes

Title IX has had an impact on gender stereotypes, generalizations about the roles of each gender. Gender roles are generally neither positive nor negative; they are simply incomplete, often inaccurate generalizations about men and women.

## Sexual Harassment and Sexual Assault

Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature constitute sexual harassment when this conduct explicitly or implicitly:

- affects an individual's employment
- unreasonably interferes with an individual's work performance
- creates an intimidating, hostile, or offensive work environment
- interferes with one's education or ability to participate in or receive the benefits, services or opportunities available.

**Sexual Assault** is an assault of a sexual nature on another person, or any sexual act committed without consent. Sexual assault is a crime motivated by the need to dominate, control, humiliate, and harm.

**Dating or relationship violence** is a pattern of assaultive and controlling behaviors that one person uses against another in order to gain or maintain power and control in the relationship through intentionally causing fear, degradation and humiliation.

**Domestic violence** is a pattern of behavior in any relationship that is used to gain or maintain power and control over an intimate partner. Abuse is physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person.

**Stalking** refers to engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress.

## Appendix G

**Title IX, Anti-Discrimination, Anti-Harassment, and Anti-Retaliation  
Policy and Reporting, Investigation, and Hearing Manual for  
All Faculty, Students, Employees, and Third Parties**



**TITLE IX, ANTI-DISCRIMINATION, ANTI-HARASSMENT, AND  
ANTI-RETALIATION POLICY AND REPORTING,  
INVESTIGATION, AND HEARING MANUAL  
FOR ALL FACULTY, STUDENTS, EMPLOYEES, AND THIRD  
PARTIES**



BASED ON THE ATIXA 2021 ONE POLICY, TWO PROCEDURES MODEL.  
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A copy of the full manual can be found on SCC's website at:

<https://www.southeast.edu/about/files/Title%20IX%20Handbook%20final%202023-03-06.pdf>

## Appendix H

### **Online Concerns & Complaints Report Form for Title IX Reporting**



## Title IX report

This form is designed to provide students, employees and community members of Southeast Community College with an on-line method to report specific information related to an alleged incident(s) of discrimination, retaliation or harassment (including sexual misconduct).

If you or someone you know has experienced sexual assault, dating violence, domestic violence, harassment, discrimination, or stalking, this form is how to respond.

Support is available via campus and off-campus resources.

- The Counseling and Assistance Program (CAPS) (<https://www.southeast.edu/caps/>) is available to all SCC students
- Contact your campus Dean of Students or the Title IX director for additional resources

SCC encourages any person subject to sexual misconduct to report the conduct to law enforcement and to the College's Title IX Coordinator. By submitting the information requested on this form, you are notifying SCC and the Title IX Coordinator of a potential sexual misconduct. Submitting information on this form is **NOT** submitting a formal Title IX complaint. The Title IX Coordinator will contact the individual experiencing the potential sexual misconduct to help them determine whether to file a formal complaint.

**Please Note: This is not a 911 or emergency reporting site.** If you witness an incident in progress, medical emergency, or have been a victim of a safety or security incident, call 911 immediately. Making this report to the College should never take the place of dialing 911 should a person feel threatened or that one's safety or the safety of others is at risk.



## Reporter Information

Enable additional features by logging in. [https://cm.maxient.com/reportingform.php?SoutheastCC&layout\\_id=3&promptforauth=true](https://cm.maxient.com/reportingform.php?SoutheastCC&layout_id=3&promptforauth=true)

Your full name:

Your phone number:

Your email address:

Your address:

Nature of this report (Required):


Date of incident (Required):

Time of incident:

Location of incident (Required):

Please select a location ...

Specific location:

 [Learn more](#)

## Involved Parties

Please identify the individuals involved in the incident, including any witnesses or people who may have indirect knowledge of the incident.

Person's Full Name

Select Gender

Select Role

ID Number (Please include leading zeros; ID should be 7 digits)

Date of Birth

Phone number

Email address

Residence Hall and Room number OR Address (if off campus)

Add another party

## Additional Information

Please complete the information below to the best of your ability.

Are you reporting this incident for yourself or for another person? (Required)

- ☐ I experienced this situation
- ☐ Someone I know experienced this situation

Do you feel this behavior happened because of: (Please select all that apply) (Required)

- ☐ Age
- ☐ Color
- ☐ Disability
- ☐ Gender Identity (Actual or Perceived)
- ☐ Genetic Information or predisposition
- ☐ Marital Status
- ☐ Nationality/Ancestry
- ☐ Pregnancy/Parenting
- ☐ Race/Ethnicity
- ☐ Religion
- ☐ Retaliation
- ☐ Sex/Gender
- ☐ Sexual Orientation
- ☐ Veteran Status
- ☐ Other/I don't know

In your own words, please briefly describe the actions that occurred that you believe were harassing, retaliatory or discriminating. Describe the incident(s) with as much detail as possible including any potential witnesses to the behavior and/or people with indirect knowledge of the incident. (Required)

Please describe the impact this behavior has had on you. (Required)

Have you discussed this complaint with any college employee? (Required)

- ☐ Yes
- ☐ No

If so, with whom did you discuss it? (Required)

Do you believe you have experienced retaliation as a result of speaking to anyone about this incident or making a prior report?

- ☐ Yes
- ☐ No

If applicable, please explain what happened to cause you to feel you were retaliated against or threatened with retaliation? (Required)

What remedy (outcome) are you seeking? (If you are unsure, please write unsure.)

### Supporting Documentation

Please add any additional documents that support your report. Items that would be very helpful include: screen shots, text strings, phone records, cell phone images or recordings. 5GB maximum total size.

**Attachments require time to upload, so please be patient after submitting this form.**

Choose files to upload

Choose Files

☐ Email me a copy of this report

**Submit**