Sexual Misconduct and Campus Climate Task Force  
Working Meeting Poster Boards  
June 12, 2018

Our Charges:

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<th>Policies</th>
<th>Report of or Allegations of sexual misconduct at CCSU</th>
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Assess CCSU’s processes and procedures for the reporting and handling of concerns and complaints of sexual misconduct; review the organizational structure currently in place to support those processes.

- What are the current practices we need to research, map out and understand?
  - Current paths for complaints—who can they report to?
  - Confidentiality – different levels
  - Students, Faculty, Departments and Offices (Example: Deans)
  - How are students oriented and faculty trained?
  - Jurisdiction- campus vs. off-campus within systems
  - What immediate services are provided to victims?
  - Feedback processes for people who use the system
  - BOR-current practices
  - External third party process for filing complaints
  - Process for closing cases
  - Reports for non-events (what is the Statute of Limitations?)

- What do we want to know? What data and Information do we need to gather about the practices?
  - Who are mandatory reporters? What are the current metrics?
  - What does mandatory reporting entail?
  - Who collects, disseminates and keeps all documentation?
  - What happens with info?
  - Access to campus climate survey responses?
  - Disciplinary procedures (Who, What, Options, i.e. Faculty panel?)
  - Difference among union/nonunion/students (residents or not)
• What are past issues related to this area that we need to be aware of as we begin our research?
  - Union contract criteria
  - Location of services for parties
  - What went wrong? What created need for task force?
  - Confidentiality (whom and what is disclosed)
  - Public backlash
  - Current perceptions of systems (i.e. mistrust)
  - Are available resources adequate?
  - Informal sharing of negative experiences by complainants

• What departments do we need to research?
  - HR
  - Unions
  - Ombudsman
  - President’s Office
  - Police
  - Student Conduct
  - Provost
  - Title 4
  - Victim Advocacy
  - Women’s Center
  - Equity and Diversity
  - Academic Affairs
  - Student Affairs
  - Department
  - What is role of ODE in overall processes?

• Who are stakeholders (individual/groups) we need to interview?
  - BOR
  - Students
  - Alumni
  - Community Agencies
  - Faculty/Staff
  - Sarah Dodd (Victim Advocacy)
  - Ombudsman
  - Sexual Assault Resource?/Response Team
  - Organized Labor
  - Non Organized Labor

• What else is on your mind?
  - Create a flowchart for path of complaints
  - What happens if sexual misconduct happens outside of CCSU police jurisdiction?
**Review when and how an investigation is triggered.**

- What are the current practices we need to research, map out and understand?
  - Whom/when, how many cases?
  - Act of/where initially reported
  - Actual investigation process
  - Source of information
  - What is confidential?
  - Who can trigger an investigation?
  - What is the criteria for an investigation and consistency across functions?
  - What is an investigation?
  - How are processes communicated?

- What do we want to know? What data and Information do we need to gather about the practices?
  - Do we report to BOR? How is this info gathered?
  - Knowledge of faculty/staff/students bystanders of incidents/behaviors/experiences that SHOULD or must be reported
  - Voluntary? Mandatory reporting?
  - Types of reports (that trigger an investigation or not)
  - Confidentiality situation requirements
  - Timelines and departments (sequence of communication, etc.)

- What are past issues related to this area that we need to be aware of as we begin our research?
  - Confusion and lack of clarity
  - Victim blaming
  - Deterrence to reporting
    - Justification of victim (power)
  - Accessibility of resources
  - Normalization of sexual misconduct
  - Reporting limitations

- What departments do we need to research?
  - Diversity & Equity
  - Office of Student Conduct
  - HR
  - Residence Life (RA’s, RD’s, etc.)
- Office of Victim Advocacy
- CCSU PD
- SART
- Student Wellness
- Women’s Center
- Faculty and campus ministry

- Who are stakeholders (individual/groups) we need to interview?
  - BOR
  - Students
  - Faculty
  - Staff
  - Administrators
  - Community
  - Police
  - Victims/survivors/perpetrators
  - DCF

- What else is on your mind?
  - The trust culture
  - Title 9, Rosa Rodriguez
  - Compared to other institutions
  - BOR Policies
  - Focus group with key stakeholders
  - Office of Student Disabilities
  - Checking in with victims (social work intern?)
  - How are the four locations for reporting a complaint connected? (flow chart)
  - Education of all, faculty and staff of the law, requirements, consequences, non-reporting

**Analyze the communication process during the investigatory process, including how all parties are informed of an investigation’s conclusion or findings.**

- What are the current practices we need to Research, map out and understand?
  - How is complaint acknowledged?
  - Confidentiality
  - Transparency (based on legal criteria)
  - Timeliness
  - Record Retention – what are the standards?
    - who keeps the records?
  - Chain of command and coordination amongst internal & external parties
    - Level of confidentiality and involvement?
• What do we want to know? What data and Information do we need to gather about the practices?
  - Retention of Records- How long are items kept?
  - Timeliness for investigation? What are they informed? (level of info)
  - When are parties informed?
  - Is there a case # assigned?
  - How are findings communicated?

• What are past issues related to this area that we need to be aware of as we begin our research?
  - Is flow of information consistent?
  - Lack of follow-up
  - Multiple issues with same person- How is it tracked?
  - Accountability (lack of)
  - Are available resources adequate?
  - Informal communication about process

• What offices do we need to research?
  - Marketing and Communications
  - University Counsel
  - ODE
  - IT
  - Info Repository

• Who are stakeholders (individual/groups) we need to interview?
  - See #2

• What else is on your mind?
  - Inform consent
  - Tracking system for university
  - Need to distinguish level of confidentiality among resources

Examine programmatic initiative currently in place to prevent sexual misconduct behaviors.

• What are the current practices we need to Research, map out and understand?
  - Faculty/staff training, orientation (students)
  - Title 9 training (mandatory)
  - Programs, awareness campaigns, helpline, resources (bystander, red flags)
  - Optional training/practices
  - Curriculum- current offerings, diversity, first year experience
-Diversity & Equity strategy for sale & inclusive climate
-Who is the target of the trainings?

• What do we want to know? What data and Information do we need to gather about the practices?
-What informal unspoken/unofficial information is shared?
-What is mandatory training?
  -training: online/ in person
  -data disaggregated by employee type & status & student workers
-What optional trainings are offered? Attendance, effectiveness
-compliance, enforcement (discipline for noncompliance)
-What is reported? To whom?
-How do we know trainings/programs are effective (by type)
-Who coordinates trainings/programs?
-code of conduct (how shared/trained)
  -Violation consequences

• What are past issues related to this area that we need to be aware of as we begin our research?
-Poor record keeping, lack of accountability
-Feedback & perceptions of trainings and timing
  *campus climate survey *possible solution
-Use of triggering language/imagery
-Non-compliance of mandatory training

• What departments do we need to research?
  -HR
  -ODE
  -OVA
  -Residence Life
  -SGA
  -Student Affairs

• Who are stakeholders (individual/groups) we need to interview?
  -Record Keepers
  -K-12 + education
  -Check ODE report to general assembly re: activities re: sexual misconduct + so what? ---
  -What is happening +/- (?)

• What else is on your mind?
  -Define examples of sexual misconduct behaviors
  -Blue light etc.
  -Visibility of security
    -police that act appropriately
-BOR document on consent and how we can educate to this

**Identify standard of best practices for processes, procedures, communication, education, and provide recommendations to implement the best practices.**

- What are the current practices we need to research, map out and understand?
  - Current paths for complaints- who can they report to?
  - Clearly define the best practices
  - Learn from past failures from another institutions
  - Use online tools from more successful institutions
  - What did Penn State do? (or others)
  - Look at current documents
  - Look at scholarly articles, CDC, RAINN.Org for the best practices and resources
  - Look at how other industries handle similar situations (most admired companies)
  - Best training practices
  - Need to rebrand/promote

- What do we want to know? What data and Information do we need to gather about the practices?
  - Assess our resources (budget) staff, technology
  - What have we reported to general Assembly? Cleary? BOR?
  - Sufficient staffing for students (i.e. counseling understaffed)
  - Program Assessments - How do we assess success of previous programs?
  - What are Prevention Programs? Should be intentional and collaborate/strategically
  - Determine best practices internally

- What are past issues related to this area that we need to be aware of as we begin our research?
  - Offices/Program: non-collaborative willingness of offices to share information
  - Data retention needs to be more strategic
  - Case related information - needs to be an organized database

- What departments do we need to research?
  - Outside institutions
  - Office of the President
  - CCSU

- Who are stakeholders (individual/groups) we need to interview?
  - ODE
  - HR
  - OIRA
  - Unions
- Professional Associations
- Campus Community

- What else is on your mind?
  - Definitions
  - How do we define and measure success/improvement increases in compliance/attendance?

**What next to do?**

*Determine theoretical outcomes and compare to actual*

- Sexual misconduct/sexual harassment policies
  - BOR, Codes of Conduct, Campus Policy, Union Contracts, Student Handbook
- Understand office responsibilities for implementing policy
  - ODE, HR, OVA, University Counsel, CCSU PD, Residence Life, OSC, Counseling Center, Ombudsman, SART
  - Determine incident reporting process, how it works (theory vs. reality)
  - Document workflow in each office/department
- Organizational charts for each office and analyze internally and between offices
- Data/#4 (training by type etc.)
  - Summary of incidents
  - List of training and programs—content, frequency, effectiveness,
    - ODE (Title 4), OVA, WC, SA, WGGS, HR, Counseling, Student Wellness
    - SGA—bystander awareness training, etc.
    - Man Enough Supportive Initiative

**ODE Audit**

- Understanding union contractual limitations, expectations, accountability and repercussions
- Create survey for feedback
- Review existing survey or relating data

*Figure out how to collect, store, access, present*

- Figure out how to give non-CCSU representatives access to data
- Interview protocol
- Make a blueprint of today’s output
- Legal briefing for Richard, Bill +Ululy, Legal Status of T.F
How do we do it?

- Divide research into manageable chunks (teams)  
  - By charge? By organization? By process?  
- Prioritize?  
- Define objectives, sub-teams, timeline  
- Create process for identifying, requesting, securing information and data  
- Interview ODE director, HR Director, Student Conduct?  
  - CCSU PD Police Chief, University Council, Union Presidents, Ombudsman, Residence Life, Director, SART  
- Survey anonymous/voluntary names disclosures for faculty/staff and students  
- Do we want to create an internet repository for task work force product?  
- Conduct focus groups with key stakeholders  
- Commitment for institutions to provide resources needed (recommendations)  
- Identify next meeting  
- Organize ourselves (TF)  
- Reach out to outside sources/institutions

Timeline?

NEASC Site Visit: 9/23-9/26  
- Discovery -> Oct 1  
- Develop -> Oct 1- November 15  
- Report -> November 15-December 10  
- Transfer -> November 1 –December 1

December 20 -> Deadline to deliver report to President Toro.

Parking Lot ......  
- What goes on webpage?  
- Conference call line or Webex for meetings  
- CCSU emails for Ululy, Bill and Richard?  
- Are graduate interns counted as staff or students? (when relating to assault allegations)  
- Do CCSU cases reported to us get reported to BOR?  
- Examine professional standards or practices for record keeping (HR, Diversity Equity)