

# **The Educational Plan for Carleton College Regarding Sexual Misconduct**

Adopted by SHARE Committee 2008/05/22

## **I. Introduction:**

The decision to join the Carleton community as a student or as an employee implicitly includes an agreement to abide by Carleton's community standards. Primary among these standards is the right to an environment conducive to learning and free from any form of sexual misconduct. An educational program that explains the policies and procedures in the context of these community values is the goal of this education plan. The plan identifies only the broad elements required in the educational program, so that it may be adapted to the multifaceted and ever-changing educational needs in this area.

## **II. Educational Components**

Objective: Education of all faculty, staff and students (both new and continuing) on Carleton's policies regarding sexual misconduct and the support resources available related to these policies.

### A. Education for New Students

- Essential and mandatory aspect of student's acculturation to Carleton
- Explains the misconduct policy, including its central terms and their meanings
- Includes an explanation of power dynamics inherent in misconduct issues
- Distributes the complete policy and a brief summary of salient policy points
- Provides a list of personnel and support resources related to sexual misconduct
- Sexual misconduct, in all of its forms, is addressed in specific ways
- Complementary programming is aimed at preventing sexual misconduct

### B. Education of New Faculty and Staff

- Essential and mandatory aspect of orientation to Carleton
- Addresses all aspects included in the education for new students
- Includes an explanation of power dynamics inherent in misconduct issues
- Informs about how to assist students or staff regarding the policy, the complaint process options, and the support resources available
- Informs about the obligation under the policy to report known incidents of misconduct, and to whom to report.

### C. Continuing Education:

- Ongoing educational opportunities will be available for all continuing staff, faculty, and students.
- Revisits the essential obligations under the misconduct policy
- Explores more subtle aspects and implications of the policy
- Provides updates regarding changes in the law, policy, practice, or support resources
- Offered at flexible times throughout the academic year to allow all to attend and stay current
- Provides ongoing opportunities for students to learn how to prevent sexual misconduct
- Faculty and staff receive updated training every 3-5 years
- See Appendix A for examples of educational programs for students

## **III. Training Components for Individuals with Specific Responsibilities:**

Objective: Education of all persons with responsibility for design, planning, education, and/or implementation of the sexual misconduct policy. See Appendix B for examples of training opportunities at Carleton College.

### A. Student Staff:

- Provides an explanation of their responsibility to uphold and implement policy
- Provides education regarding the supervision and support resources available to assist them with policy issues

- Includes an explanation of power dynamics inherent in misconduct issues
- Includes a discussion of options available to students for making complaints and seeking support services

**B. Staff Who Implement Policy As Part of Their Job:**

- Provides training specific to their particular role related to implementation of policy
- Provides training focused on the legal aspects of the policy and procedures
- Complaint investigators receive training specific to the subtleties of investigative issues
- Faculty and staff who work with students off-campus should understand and inform others that the policy applies regardless of the location of the activity.

**C. Student Organizations:**

- Educates any student organization that has education or support components related to sexual misconduct about the policy
- Provides education regarding the supervision and support resources available to assist them with policy issues
- Includes a discussion of options available to students for making complaints and seeking support services

**IV. Implementation of the Education Plan:**

Objective: Identification of the parties involved in the development, presentation, and evaluation of the education plan; and of their roles.

**A. Administrative Responsibility:**

- Dean of the College – Services for Faculty
- Vice President and Treasurer – Services for Staff
- Dean of Students – Services for Students

**B. Program Trainers:**

- Specific development and presentation of the education and training sessions
- Promote the understanding that administrative officers are knowledgeable about and endorsing of program content

**C. Sexual Harassment and Assault Resources and Education Committee (SHARE):**

- Sounding board for the development of the educational plan
- Receives regular updates regarding educational programs from the program trainers
- Monitors statistics related to misconduct complaint activity
- Serves as resource/advocate for disparate groups involved in this issue.
- Appraises the campus climate and community member sentiment related to effectiveness of the educational plan.
- Independent evaluation of the education plan’s effectiveness and reporting findings to Administrative Council. (See Sec. V. below.)

**V. Ongoing Review and Refinement of the Education Plan:**

Objective: Regular review and evaluation of the plan to ensure that it is meeting the current needs of the Carleton community related to prevention of sexual misconduct.

- Each office with major responsibilities for education (e.g., DOC, DOS, VP/Treasurer) will provide a written report to SHARE assessing their efforts over the previous two years by July 1 of every year ending with an even number (i.e. every other year).
- SHARE will present to Administrative Council summaries and recommendations regarding campus education on sexual misconduct, within five months of receipt of above reports.

# Appendix A of the Educational Plan for Carleton College Regarding Sexual Misconduct

May 2008

## ANNUAL SEXUAL VIOLENCE PREVENTION EDUCATION FOR STUDENTS

Carleton College

Gender and Sexuality Center

*Submitted by Kaaren Williamsen-Garvey, Gender & Sexuality Center Director*

### Sexual Violence Prevention Strategy

National statistics regularly confirm the troubling statistic that one in four college aged women have experienced rape or attempted rape. Campus education on this issue is crucial. In addition to campus efforts at educating the community about Carleton's sexual misconduct policies and support resources, the Gender and Sexuality Center approaches this issue through prevention. The prevention efforts are designed to educate the student community to change attitudes, behaviors, and campus culture that allows sexual violence to continue. The GSC's multifaceted, multi-pronged approach seeks to specifically educate students on the following topics:

1. Awareness of Sexual Assault, Harassment and Inappropriate Conduct
2. Challenge Culture of Alcohol & Sex
3. Healthy Relationship Skills
4. Healthy Sexuality Education
5. Survivor Supportive Environment

### Annual Events:

#### *Fall Term*

- New Student Week Presentation
  - Presentation for new students on sexual misconduct policies, campus resources and introduction to sexual violence prevention education efforts.
- All Campus Event (Changes every year)
  - Example – 2007, National 1 in 4 Rape Prevention Education team presented 2 all campus events and trained a group of Carleton men to create a Carleton 1 in 4 Chapter to continue rape prevention education for men.

#### *Winter Term*

- Vagina Monologues
  - All campus production of Eve Ensler's play *Vagina Monologues*. The production calls attention to the realities of sexual violence
- Pink Party
  - An annual men against sexual violence event

#### *Spring Term*

- Not On Our Campus Week
  - Events discussions, presentations speak-outs, walks, and survivor support events

**Appendix B of the Educational Plan for Carleton College Regarding Sexual Misconduct**  
*May 2008*

**ANNUAL TRAINING PROGRAMS FOR CARLETON COLLEGE  
SEXUAL MISCONDUCT POLICY\***

*Submitted by Joanne Mullen, Sexual Harassment & Sexual Assault Consultant*

Below is a list of training opportunities for the Carleton Community. Most of the opportunities listed are trainings that occur on a yearly basis. However, there are some training programs that take place every two to three years and are monitored by Human Resources, Dean of the College, and the Consultant for Sexual Misconduct. They include trainings for food service personnel, custodial and physical plant, permanent faculty, and different academic and other departments that may exhibit a need for updated training.

**JULY:**

- Administrative Decision – Makers (Vice President-Treasurer, Dean of the College, Dean of Students, Consultant)

**AUGUST:**

- INAAS – student actors
- Pre-Frosh trip camp counselors
- Residential Hall Directors
- International Students Orientation
- Sodexo/Food Service
- Student Athletes (as requested)

**SEPTEMBER:**

- New Student Week Leaders
- INAAS facilitator training
- Language Associates
- New Faculty – Fall term
- Resident Advisors
- Student Wellness Associates
- Gender & Sexuality Center Associates
- Intercultural Peer Leaders
- CAASHA Training
- TRIO group
- Acting in the Community Together (ACT)

**(Continued)**

**OCTOBER:**

- Security Training
- SHARE training
- SMRB training

**NOVEMBER:**

- Staff Training
- Various Departmental Faculty Training (as requested)

**DECEMBER:**

- Sexual Harassment/Assault team (SHA Consultant, Dean of the College, Dean of Students, Vice President-Treasurer, Associate Deans of Students, Associate Deans of the College, Director of Human Resources, Chaplain)
- Off-campus Faculty Training

**JANUARY:**

- Faculty/Staff – Winter term faculty
- Custodial and Shop

**FEBRUARY:****MARCH:****APRIL:**

- Faculty/Staff - Spring term faculty

**MAY:**

- Administrative Council

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**\*Every year different departments request trainings, dependant on the needs, issues, etc. of the department. In 2007-2008 the Sexual Misconduct Consultant met with two different academic departments and their student employees because there were complaints in 2006-2007 regarding general sexual misconduct.**

**In 2008 the Director of Off-campus Studies and the Sexual Misconduct Consultant have engaged in discussions regarding issues relating to sexual misconduct, and anticipate revising the 2008-2009 training program for faculty and students studying abroad.**