Sexual Misconduct Student Complaint Process
Implementation Team
Executive Summary: College Council
September 27, 2010

Sexual Misconduct Complaint Process Review (September 2009-June 2010)
The Review Committee, composed of two faculty, three staff, three students, and chaired by Julie Thornton, was charged with reviewing the process for adjudicating student complaints of sexual misconduct, the support roles involved, and the clarity and accessibility of the process. The Committee met more than 25 times throughout the year, interviewing Carleton constituents, researching practices at other schools, and making progress reports to College Council. The Committee presented its final report and implementation recommendations to College Council in May. The recommendations emphasized transparency, changes to the process, and proactive education efforts.

Implementation (Summer 2010-Fall 2010)
An implementation Team of Student Life staff, the College Consultant on Sexual Misconduct, and a newly hired Educational Associate are working diligently to see these changes into the 2010-11 school year. Highlights of our implementation work have been:

- NCHERM Campus Sexual Misconduct Institute: four members of the Implementation Team attended, gaining valuable insights, connections, and conversations with other institutions.
- A new Policies and Procedures document reflecting changes to the process.
- An image that presents clearly and compellingly the support available at Carleton related to issues of sexual misconduct.
- A website with centralized information about Carleton’s policies, the complaint process, support, on and off campus resources, and proactive education/prevention efforts: go.carleton.edu/sexual_misconduct
- A Coordinator of the Complaint Process, prepared to facilitate the complaint process and talk with students who are considering filing a complaint.
- A pool of trained Sexual Misconduct Response Advisers who will support students (complainants and respondents) through the entire complaint process, and can serve as resources for the Carleton community.
- A well trained Community Board on Sexual Misconduct (CBSM) that will hear and adjudicate complaints of sexual misconduct.
- A revised process for appeals, including clarified grounds for appeal.
- Revised and improved trainings for Peer Leaders, Hall Directors, and other Student Life Staff.
- Expanded trainings and educational opportunities for Carleton Community Members.
- Online “Community Concern” form for reporting instances of sexual misconduct and concerning behavior to the Dean of Students Office (separate from the complaint process).
**Trainings, Education, and Publicity (Fall 2010)**

The Implementation Team has expanded and standardized training for faculty, staff, and peer leaders who are involved in supporting students and responding to sexual misconduct at Carleton. About 200 peer leaders have been trained in the policies and procedures, how to support students, and how to respond to incidents of sexual misconduct.

- Comprehensive trainings about policies, processes, supporting students, and creating healthy communities:
  - Hall Directors
  - Peer Leaders with advisory/mentoring roles: RAs, NSW Leaders, Gender and Sexuality Center Associates/GSCAs, Intercultural Peer Leaders/IPLs, Student Wellness Advisers/SWAs
  - Other Peer Leaders: ACT Center Associates, Chaplain's Associates, Student Activities Program Associates

- Presentations about changes to the process and support resources:
  - optional mini-conference presentation to peer leaders
  - Student Life All-staff
  - Presentation to CSA

- “Not On Our Campus” new student week presentation
- Sexual Misconduct Support Team (3 hour initial training; ongoing training throughout the year)
- Community Board on Sexual Misconduct (3 hour initial training; ongoing training throughout the year)
- Trainings for new faculty and staff each term
- Community information sessions for faculty, staff, and students during 2nd week

We have also publicized information about the complaint process and support resources, highlighting the changes for the 2010-11 school year.

- “Packaged” bulletin board to be used by RAs in residence halls across campus
- Community information sessions
- Carletonian article, updates in *Carleton Weekly*, and advertisements in the student *NNB*

**Moving forward (Fall 2010 onward)**

- Expanding proactive education and prevention efforts for the whole campus; opportunities for engaged and committed community members to become involved in activism.
- Healthy Relationships—Healthy Community Advocates: Carleton community members voluntarily participate in trainings, discussions, and events to become more informed about Carleton's policies and procedures, and about issues surrounding sexual violence.
- CEDI Grievance Task Force (2010-11)
- Learn more about and explore possibilities related to restorative justice and alternative resolution options.
- Clarify budget and staffing related to sexual misconduct prevention and response.