

Office of Title IX, OEO, and Clery Compliance
Operations Financial Plan for Action

The Office of Title IX, OEO, and Clery Compliance is staffed by two full time employees. Delilah Chavez is Coordinator of Clery Compliance and Assistant Director of Title IX. Ana Guevara is Director of Title IX and OEO.

This Office is responsible for compliance with federal Title IX and Clery requirements and reporting as well as all state and federal equal opportunity compliance. This office is also responsible for the compliance with the violence against women's act (VAWA), Title VI, Title VII, Not Alone, Campus saVE regulations, and the Sexual Assault Victims Bill of Rights.

This office gathers data, takes complaints, conducts investigations, conducts live bystander intervention and Title IX trainings, partners with other departments in presenting other sex positive programming, advises on appropriate responses to situations and ensures compliance with federal and state hiring laws.

Title IX

What are the main objective of your unit and how do you measure success in achieving them? How do you review and evaluate your department's yearly performance?

Title IX applies to any federally funded educational program. Under Title IX discrimination based on gender is prohibited. This applies to participation in athletics as well as discrimination more commonly thought of as violence or harassment (domestic violence is included in this definition). The goal of Title IX is that no person should ever be denied an educational opportunity due to gender.

The main objective of the Title IX office is to prevent and investigate (and respond appropriately) to allegations of sexual assault and harassment and to address the campus culture surrounding sexual assault.

The most effective piece of the puzzle in preventing sexual harassment/assault is in education. In 2018 our office has launched a web-based training program called Haven through Everfi. This is the first year we have offered web-based training to students. We have also made a web based training on alcohol and prescription drug abuse available to our entire student population.

The Title IX office provides live training to all athletes every year both as part of an assembly and on a team by team basis. We also provide this live training "on demand" and have spoken with the Resident Advisors and Resident Directors, various academic departments, all incoming students (freshman and transfers) and any other on-campus group requesting this training. Bystander intervention is also a live training that is provided on demand. Title IX also partners with other departments to bring sex positive programming to campus.

The President's Office, as part of their professional development initiative, has also used Everfi to deliver a mandatory Title IX and Clery training to all employees. And the Vice President for Academic Affairs has assisted this office in having Title IX disclaimers published on most syllabi on campus.

The Title IX office investigates (if requested or deemed necessary) all sexual assault/harassment claims reported to the office. Title IX is also tasked with providing support services to any student who has experienced sexual assault or harassment. Title IX has the authority to provide interim measures to support both the Complainant and Respondent until the on-campus adjudicator has rendered a decision with regard to culpability.

We measure our success by the number of students/staff/faculty we can reach and the number of times we reach them in a given year. Educational messages that impact overall culture are most successful when they are repeatedly delivered.

It is impossible to measure success with regard to reduction of reported sexual assaults/harassments because a successful Title IX office will see an increase in those reports. The factors that influence a survivor's willingness to report are personal to both the individual and the situation. Having a supportive and encouraging campus culture with regard to sexual assault will create an increase, rather than decrease, of reports.

In what ways does your unit relate to other units of the university, academic and non-academic?

All responsible employees are required to report any information regarding sexual assaults/harassments to the Title IX office. Our office spends significant amount of time educating departments and administrators, fielding calls and emails, and generally assisting departments all over campus with how to respond to reports that fall beneath Title IX.

Title IX is always available and willing to conduct live trainings and respond to inquiries.

What resources do you need to improve your services to a superior level? How could the university help your unit do its job better?

Title IX, Clery, and VAWA have heavy requirements with regard to training. All employees who are considered Responsible Employees under Title IX are required to receive a training every other year. Directors, Coordinators, Investigators and Adjudicators all must receive professional development training every year. Educational opportunities around Title IX and safety generally are required to be available for students. In 2017-2018 we launched Everfi. Everfi has been instrumental in allowing us to deliver the required programming. However, the cost of Everfi is half of the overall budget of the office (other departments have also contributed including athletics, Title V, and the Office of the President.)

This office needs additional funding to allow us to meet all of the training and educational requirements under Title IX, VAWA, Clery and Colorado State Law.

Do you see needs and demands for services that your unit cannot currently meet? If so, what are they, and how do they relate to the university's mission?

At this time I cannot afford to meet all of the training requirements for the Director, Assistant Director, and Adjudicators with my existing budget. The cost of Everfi, which is absolutely necessary, is too great a strain on my budget to allow me to both provide the on-line trainings to the community and provide the professional development trainings for my staff.

We have lost several of our trained on-campus adjudicators due to attrition and I am having to locate and train several new adjudicators this coming summer.

Office of Equal Opportunity

What are the main objective of your unit and how do you measure success in achieving them? How do you review and evaluate your department's yearly performance?

The Office of Equal Opportunity's main objective is to take reports of discrimination based on protected class (both at a state and federal level) and respond to them appropriately. This responsibility extends to both students and employees. The response can be on a wide spectrum from "just taking the report" to "full investigation" and is driven by the desire of the reporter unless the reported behavior poses a risk to our campus community as a whole.

When I initially began working in this office (August 2015) I was inundated with complaints that did not fit beneath the umbrella of the OEO office. With time those reports have tapered off and the reports I am receiving now are legitimately equal rights concerns. I consider the clearer understanding of the campus with regard to the OEO role a measure of success. As is the confidence of those who bring the issues forward that the University will take those issues seriously and respond appropriately.

In what ways does your unit relate to other units of the university, academic and non-academic?

The Office of Equal Opportunity is the office of responsibility for all faculty, staff (classified and exempt) and students for reports of discrimination based on any protected class. This includes gender, sexual orientation, transgender status and reproductive status. This means that, at times, OEO complaints overlap with Title IX complaints and one report can fall beneath both responsibilities.

The Office of Equal Opportunity conducts live trainings on sexual harassment and works with the Office of the President to insure that the Everfi sexual harassment and anti-discrimination and anti-bias trainings are made available to our community.

The Office of Equal Opportunity also conducts trainings with all search committees regarding protected classes and what we can, and cannot consider when hiring. The OEO approves all search committees for representation, reviews and approves all employment postings, reviews and approves all rubrics, and reviews all rubrics completed by search committees after the first stage of evaluation.

What resources do you need to improve your services to a superior level? How could the university help your unit do its job better?

The law surrounding Equal Opportunity is dynamic and changes often. Training is a crucial element in making sure the University and its employees and students are appropriately protected. Everfi provides many of these Equal Opportunity trainings on a web platform for our community. However, Everfi absorbs a large part of my budget and this prevents me from being able to seek out the trainings I think would be the most useful for my professional development.

Do you see needs and demands for services that your unit cannot currently meet? If so, what are they, and how do they relate to the university's mission?

It is impossible to keep track of all of the searches that are ongoing and what stage each is at. The OEO has to rely on the search committee to report to the OEO when they are at critical stages. The supervision and tracking of searches should be another .5 position. This individual could also ensure that all outreaches from the University during a search are consistent, could take responsibility for monitoring search files, make arrangements for on-campus interviews, and ensure that postings are placed in diverse and accessible locations. The way the system is presently designed means that some searches do not touch base with the OEO Office at each step.

Office of Clery Compliance

What are the main objective of your unit and how do you measure success in achieving them? How do you review and evaluate your department's yearly performance

The most important purpose of the Office of Clery Compliance is to assist in providing the safest and most informed environment possible to the students, staff and community of Adams State University. In doing so, the Clery Office has three main objectives:

1. Continue ensuring compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as well as other related Federal and State regulations and guidelines
2. Monitor and disclose information about crime occurring on and near or related to campus
3. Ensure effective crime prevention and protection programs and strategies are in place

An essential part of meeting these objectives requires working in conjunction with the Drug-Free Schools and Communities Act, Title IX of the Civil Rights Act, the Violence Against Women Act, the Higher Education Act Fire Safety and Missing Student Notifications regulations, the Sexual Assault Victim's Bill of Rights and the Campus Sexual Violence Elimination (SaVE) Act.

Significant components of this compliance include the following:

- Annual training of necessary campus community members
- The monitoring of on and off-campus crime and fire data and patterns
- Implementation and review of institutional disciplinary policies and procedures
- The monitoring of student travel and educational and prevention programs and campaigns
- Ensuring timely and affective warnings and emergency alerts
- Publication and submission of the above information to the Department of Education and the ASU community via annual reports and the US DOE Campus Safety and Security Survey

The Office of Clery Compliance measures success in achieving these objectives by reviewing feedback from the Department of Education regarding survey errors, concerns and notations, Department of Education audits, increase or frequency of reporting as well as the feedback of ASU students, staff and community regarding annual disclosures, notifications and Clery compliance-related campus events.

The Office of Clery Compliance reviews and evaluates department performance yearly by way of annual performance evaluation, as well as monthly by meeting with the ASU Clery Compliance Committee to review and discuss Clery-related policies, procedures and events.

In what ways does your unit relate to other units of the university, academic and non-academic?

The Office of Clery Compliance relates, in several ways, to all other units on campus, both academic and non-academic in that its main purpose of existence is to improve and ensure campus safety, which is a non-discriminatory issue that affects all members of the campus community, both near and far. The ASU Clery Office works closely with the ASU Police Department, Athletics Department, Counseling and Career Services Office, Human Resources, Travel Office, Student Life Department, Housing Office, Student Services Office and many others to comply with the many Federal and State regulations related to campus safety.

What resources do you need to improve your services to a superior level? How could the university help your unit do its job better?

As each of these Federal and State Acts and Laws grow and evolve, our requirements grow exponentially, bringing with them a consistent need for internal and external training, technological advances to comply with the growing demand for campus community notification, education and emergency outreach, as well as the expanding requirements for safety and prevention programming.

Complying with these ever-changing requirements is extremely challenging utilizing our office's very modest budget. Taking into consideration that up until the last few years, there was no one person, office or committee directly delegated with the responsibility of ensuring compliance with the Clery Act and related requirements, there was no historical information or guideline for budget expectations. An increase to this department's budget would significantly improve the level of quality and amount of programming, resources and services the Office of Equal Opportunity, Title IX and Clery Compliance could offer to our students, staff and community, improving safety, comfortability and growth on campus.