Non-Discrimination and Anti-Harassment Policy

October 2019
# TABLE OF CONTENTS

Preamble .................................................................................................................................................. 3

I. Non-Discrimination Statement ............................................................................................................. 3
   A. Harassment ........................................................................................................................................... 3

II. Reporting Policies and Procedures ....................................................................................................... 5
   A. Reporting A Student .............................................................................................................................. 5
   B. Reporting An Employee or other ........................................................................................................... 6

III. Investigation Procedures ..................................................................................................................... 6
   A. Process ................................................................................................................................................ 6
   B. Time Line ............................................................................................................................................. 7
   C. Interim Steps ....................................................................................................................................... 8
   D. Rights of Reporting/Responding Parties ............................................................................................. 9
   E. Advisor Rights ...................................................................................................................................... 10

IV. Resolving the Report or Notice ........................................................................................................... 11

V. Sanctions ................................................................................................................................................ 11

VI. Right to Appeal .................................................................................................................................... 12

VII. Reasonable Accommodation for Persons with Disabilities ................................................................. 12

VIII. Privacy Statement ............................................................................................................................. 13

IX. Retaliation and Reprisals ...................................................................................................................... 14

X. False Accusations ................................................................................................................................. 14

XI. Possible Illegal Activities/Behavior .................................................................................................... 15

XII. Maintaining a Written Record of the Complaint ................................................................................ 15

XIII. Sexual Discrimination ....................................................................................................................... 15
   A. What is Title IX .................................................................................................................................... 15
   B. Prevention Education ........................................................................................................................... 16
   C. By-Stander and Risk Reduction Education .......................................................................................... 17
   D. Investigator Training ............................................................................................................................ 17
   E. Responsible Employee .......................................................................................................................... 18
   G. Confidentiality .................................................................................................................................... 18

XIV. Definitions .......................................................................................................................................... 19

On-Campus Resources ............................................................................................................................... 23

Off-Campus Resources ............................................................................................................................... 24
Preamble
We at the College share a common belief that every individual should be able to work and study in an environment free from discrimination, harassment or intimidation based on race, color, religion, gender, gender identity, age, national origin, mental or physical disability, marital status, medical condition, veteran status, sexual orientation, citizenship, or any other characteristic protected under federal or state law or local ordinance.

Discrimination and harassment are in direct conflict with the mission of the College. It exposes the College and the individuals involved to liability under the law. Accordingly, the College prohibits any physical, written, or spoken conduct that violates the prohibitions on harassment set forth in the policy.

Sections I through XII encompass information related to all claims of discrimination or harassment. Section XIII presents additional information specific to claims of gender-based discrimination under Title IX.

I. NON-DISCRIMINATION STATEMENT

It is the policy of the College that no member of the College community shall be subjected to any form of discrimination, including sexual discrimination (sexual harassment, sexual misconduct, retaliation, domestic violence, dating violence, sexual assault, and stalking), by any other member of this institution. It is the policy of the College to provide fair, equitable, reliable, and compassionate responses to reports of any type of discrimination or violence. Examples of harassment are provided in the next section. Discrimination, including harassment, is prohibited and subject to disciplinary action up to and including termination of employment or expulsion. All forms of discrimination involve unwelcome and/or nonconsensual actions.

The College’s Commitment to Non-Discrimination can be found in the Academic Catalogue, the Student Handbook, and on the College’s website http://www.flsouthern.edu/policies/notice-of-non-discrimination.aspx. In the interest of protecting the college community, the College has developed procedures to investigate and resolve such reports. Those procedures are set forth below, under Section III of this policy.

A. Harassment

For the purpose of this policy, harassment is defined as sexual harassment or harassment due to race, color, religion, gender, gender identity, age, national origin, mental or physical disability, marital status, medical condition, veteran status, citizenship or sexual orientation. Verbal, physical or electronic conduct constitutes harassment when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment, academic advancement or campus involvement;
- Submission to or rejection of such conduct by an individual is used as the basis for employment decisions, academic decisions, or residential and other campus involvement opportunities affecting such individual; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual’s work or academic performance or creating an intimidating, hostile, or offensive living, working, academic, or campus involvement environment.
Harassment, including sexual harassment, includes harassment of any gender identity by any gender identity (ie, women by men, men by women, women by women and men by men). It can occur between faculty and students, faculty and staff, staff and students, and those at different levels of management, as well as between persons of the same College status, i.e., student-student, faculty-faculty, and staff-staff. Harassment, including sexual harassment, can also occur between any Florida Southern community member (student, faculty, or staff) and a third party. It may be found in a single episode, as well as in persistent behavior.

Harassment, including sexual harassment, can seriously threaten the relationships between faculty and student and between supervisor and subordinate. Through grade assignments, wage increases, recommendations for graduate study, jobs, and promotion, a faculty member or supervisor can have a significant impact on a student’s or a staff member’s present success and future career.

Subjection to unwanted attention, including sexual attention, creates a devastating atmosphere for both individuals and the academic community as a whole. Individuals, fearing retribution, may submit to unwanted attention, may withdraw from a course, or may change jobs, all at the expense of their own self-esteem and their plans for the future.

At the same time, however, a faculty member or supervisor should not be reluctant to develop a professionally appropriate relationship with a student, subordinate or colleague, fearing that conduct may be misinterpreted as harassment.

Many times, the person accused of harassment is unaware that behavior is inappropriate, coercive or misunderstood. Even the accusation of harassment can have a destructive impact on the academic community. As such, the College will not tolerate any form of discrimination or harassment, or false accusations of such.

Harassment, including sexual harassment, can manifest in many different forms. The College will evaluate the severity and/or pervasiveness of the behavior to determine if harassment occurred. The following behaviors are unacceptable and therefore prohibited, even if not unlawful in and of themselves:

- **Verbal**: Inappropriate noises, remarks or jokes; negative stereotyping; hate words; unwelcome remarks about a person’s body, color, physical characteristics or appearance; sexual propositions; sexual innuendoes or sexual remarks about clothing, body or sexual activities.
- **Nonverbal**: Demeaning or offensive pictures, posters, calendars, objects, cartoons, cards, inappropriate gestures or offensive notes or letters. Messages with derogatory or inflammatory remarks about an individual’s or group’s race, religion, national origin, physical attributes, disability, age, gender, or sexual preference will not be tolerated or transmitted; unwanted, protracted staring or leering are also forms of nonverbal harassment.
- **Physical**: Aggressive or violent touching, imitating or exaggerating another’s physical characteristics, threatening or intimidating behavior; touching, hugging, patting, or pinching that is uninvited and/or unwanted.
- **Retaliatory**: Assigning low grades, changing work assignments, or refusing to cooperate with a person who has complained about or resisted harassment or discrimination; denying participation, membership; making retaliating verbal or physical threats to a person who has reported or resisted harassment or discrimination; imposing physical, social, or emotional sanctions on a person who has reported or resisted harassment or discrimination (see also section on Retaliation and Reprisals in Section IX).
II. REPORTING POLICIES AND PROCEDURES

The College conducts prompt and equitable investigations in response to claims of all forms of harassment and discrimination. Persons who have engaged in acts of discrimination, based on a “preponderance of the evidence” standard (i.e., it is more likely than not that discrimination or harassment occurred), may receive institution-imposed sanctions. Additionally, anyone who retaliates against an individual who has made a report or against an individual about whom a report has been filed will be subject to appropriate disciplinary actions. Finally, anyone who has knowingly made false accusations related to discrimination will also be subject to disciplinary actions.

The College provides members of the academic community prompt, equitable, and reliable mechanisms for reporting incidents of discrimination, including sexual harassment, sexual misconduct, sexual violence, harassment based on a protected category, retaliation, dating violence, domestic violence, stalking, and false accusations. A discrimination or harassment report does not have to result in filing charges. However, a report must be investigated. A person can report an initial complaint/grievance about discrimination to any Florida Southern employee she/he feels comfortable speaking to. The information will then be shared with the appropriate Officer and the report will be addressed. Additionally, if you are concerned you will be named or identified as the responding party in a discrimination report, you are also encouraged to contact the Officer of Title IX Compliance or the Student Support Title IX Intake Team. We promptly, equitably, and reliably support the rights of all College community members- reporting parties, responding parties, and witnesses.

Report, investigation, and appeal procedures, as well as complaint forms, can be found in the Student Handbook and online at http://www.flsouthern.edu/policies/just-ask.aspx. A report should be filed using the college’s Discrimination Complaint Form. A person may also anonymously report an incident using the online Anonymous Incident Report form.

Harassment or Discrimination - When discrimination, including sexual discrimination, reports are brought against a student, a visitor of a student, or a third party acting against a student, this report will typically be investigated by the Student Development and Title IX Intake Team. Students who have experienced discrimination, misconduct or violence, or know of such a student, can report this and/or file a report (also known as a grievance) by calling, emailing, or coming to see the Student Development and Title IX Intake Team. The team will assist in discrimination investigations involving students, working with students on “next steps” and being sure the people necessary for moving forward receive proper communication.

A. Reporting A Student

Student Development and Title IX Intake Team
Rogers Building Student Center 243
111 Lake Hollingsworth Drive, Lakeland, FL 33801
FSCJustAsk@flsouthern.edu

Amanda Blount
Assistant Dean of Accountability, Education and Compliance
Telephone: (863)680-6221; ablount@flsouthern.edu

Maggie Merryday
Assistant Director of Accountability, Education, and Compliance
Telephone: (863)680-6216; mmerryday@flsouthern.edu

If you are in immediate danger or in need of medical assistance, please dial “911” (9-911 if calling from a campus phone) for local emergency assistance or FSC’s Campus Safety Office at (863) 680-4125.
Discrimination in Athletics – Reports regarding gender inequities in sports programs are investigated by Associate Athletic Director and Senior Women’s Associate Jill Stephens.

**Jill Stephens**  
Associate Athletic Director and Senior Women’s Associate  
Jenkins Field House  
111 Lake Hollingsworth Drive, Lakeland, FL 33801  
Telephone: (863) 680-4474; jstephens@flsouthern.edu

**B. Reporting an Employee or Other Individual**

An employee, or other individual, should bring reports of harassment or discrimination against any other individual(s) to:

**Katherine Pawlak**  
Director of Human Resources and Title IX Officer  
Raulerson Building  
111 Lake Hollingsworth Drive, Lakeland, FL 33801  
Telephone: (863) 680-3964; E-mail: kpawlak@flsouthern.edu

**III. INVESTIGATION PROCEDURES**

Investigations are conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused. Any person involved in performing an investigation, or making determinations on such, who is found to have a family or business relationship with parties involved in an investigation will be asked to remove himself or herself from the investigation so that the College can ensure all parties involved receive a fair and equitable process.

**A. Process**

This process involves an immediate initial investigation to determine if there is reasonable cause to believe the Non-Discrimination and Anti-Harassment policy has been violated. If there is insufficient evidence to support reasonable cause, the report should be closed with no further action. If it is determined that there is reasonable cause to believe the Policy has been violated, the College will initiate a prompt, thorough and impartial investigation. This investigation is designed to provide a fair and reliable determination about whether the College Non-Discrimination and Anti-Harassment policy has been violated. If so, the College will implement a prompt and effective remedy designed to end the discrimination, prevent its recurrence and address its effects. During this phase the appropriate College official will interview parties involved including the reporting party or complainant, responding party (if known) and any witnesses. The College retains the right to partner with an outside source or vendor to conduct the investigation.

Depending on the facts and circumstances known to it, the College, in its discretion and judgment, may determine that the allegations of discrimination (including sexual harassment or misconduct) or retaliation will be investigated and resolved outside of the procedures described here and in related websites and written policies, and may take interim action as it deems appropriate to address the safety and protection of the College.

If an investigation is initiated, the investigation process may include any of the following:
• In coordination with the appropriate campus Officer, initiate any necessary remedial actions (see Interim Steps below);
• Identify the correct policies allegedly violated;
• Meet with the reporting party to finalize the report or complaint.
• Provide notice to both the reporting party and the responding party that equal opportunities for presenting evidence, receiving notification of the outcome, and exercising rights to appeal are available to both.
• Prepare the notice of charges on the basis of the investigation.
• Make a finding of responsible or not responsible, based on a preponderance of the evidence standard (whether a policy violation is more likely than not).
• Present the findings to the accused individual.
• Share the findings and update the reporting and responding party on the status of the investigation and the outcome.

If the investigator(s) believe the matter may be resolved by informal means, the investigator(s) may undertake to obtain such a result with the assistance of a third party (mediator or counselor) for as long as both reporting party and responding party consent to such methods. The reporting party and responding party may end informal resolution mechanisms and initiate a formal investigation at any point. The College reserves the right to ensure that any resolution is designed to stop problematic behavior.

Depending on the facts and circumstances known to it, the College, in its discretion and judgment, may determine that the allegations of crime, sexual discrimination, harassment or retaliation will be investigated by outside law enforcement officials, and the College may take interim action as it deems appropriate to address the safety and protection of the College. Additionally, the reporting party or the responding party may decide to file civil or criminal charges. In such cases, the College may have to temporarily suspend its own investigation but will resume within a reasonable amount of time.

Upon conclusion of the investigation into the report or claim, the appropriate College official will prepare written record to that effect. The principle parties will receive notice of the conclusion. The parties will sign their notice or record in rapid succession of one another (i.e., as close to simultaneously as is reasonable). If a signed written record is not needed, appropriate College official will complete a description of the resolution and how the reporting party and responding party were informed, privately but otherwise simultaneously.

If a complainant or respondent refuses to cooperate and/or respond to requests for information in a timely manner, the College will proceed with an investigation based on the information already provided. In the event that this information does not allow for an effective investigation, the complaint will be closed with notice to the complainant and respondent.

**B. Time Line**

Every effort will be made to strictly adhere to the time tables in this document. However, if investigations extend to when school is out for prolonged periods or if there are unavoidable challenges in communications or evidence-collection with the reporting party, responding party, or others involved in an investigation, the College may require extensions to the below time tables. Such extensions will be approved by the Vice President for Finance and Administration Terry Dennis (if the incident involves an employee) and/or the Associate Vice President of Student Development Susan Freeman (if the incident involves a student) and the reporting party and responding party notified accordingly.
Immediately upon a report being filed, an investigation will proceed as follows:

- Anyone on the Florida Southern College campus who observes an act of misconduct or violence toward another person—student, employee, or third party (including a child/Minor which, in the State of Florida, is anyone under the age of 18) and anyone in the Florida Southern community who experiences or observes a sexually discriminatory act or learns of a sexual discrimination situation that involves a College community member should provide verbal notification of receiving this knowledge within **twenty-four hours** to the Officer of Title IX Compliance Katherine Pawlak (863-680-3964) or, if the incident involves a student, Student Development Title IX Intake Team at FSCJustAsk@fisouthern.edu or (863)680-6221.

- If the situation comes to someone’s attention after business hours or during holidays and does not involve eminent physical or emotional peril to the employee or student, the notification should be made to the Title IX Officer within **four (4) hours** of regular business hours resuming. Notifications that could reasonably involve eminent physical or emotional peril to the employee or student need to be submitted immediately and the reporter should either call 9-1-1-1-1-9 (9-911 from a campus phone) and/or should be directed to Florida Southern’s Campus Safety Office, (863) 680-4125. The Campus Safety Office will notify the necessary College officers.

- **Within 24 hours** of receiving a report or complaint, or during the next business day, the appropriate college official will initiate an investigation, if warranted, into the incident and notify the reporting party as soon as practicable regarding the status of the investigation.

- The investigation will look at the totality of the circumstances, including the nature of the conduct and the context in which it occurred. While strictly observing or tightly maintaining privacy, the appropriate College official will communicate with others as necessary to facilitate a prompt, equitable, and reliable investigation and will attempt to resolve the complaint or report within **60 calendar days** of the initial filing of the complaint. In rare circumstances, more time may be required to complete an investigation. Both the reporting party and the responding party will be kept apprised of the progress of the investigation and of any delays that may arise in meeting institutional timetables.

**C. Interim Steps**

Depending on the facts and circumstances known to it the College, in its discretion and judgment, may take appropriate interim steps to support and protect the complainant or responding party prior to the outcome of an investigation. Accordingly, the Vice President for Finance and Administration Terry Dennis (if the incident involves an employee) and/or the Associate Vice President of Student Development Susan Freeman (if the incident involves a student) may approve interim conditions, which are available to both the complainant and responding party and which would include, but would not be limited to:

- Establishing a No Contact Directive
- Changes in residence hall residency
- Changes in employment location or schedule
- Changes in academic schedule, exams, and assignments
- Academic support services
- Withdrawing from a course without grade penalty
- Providing Safety GPS Device to electronically alert Campus Safety if an on-campus emergency situation arises
- Getting Campus Safety Driving Escorts for on-campus transportation
• Use of the “Safe Ride Home” College-sponsored taxi service to safely transport the student to off-site locations.
• Medical, counseling, and spiritual assistance offered for free by campus resources
• Medical, counseling, and spiritual assistance through off-campus referral, based on student preference
• Connecting the student or employee with off-campus victim advocacy resources
• Connecting the student or employee with assistance for filing a police report
• Voluntary withdrawal
• Emergency Interim Suspension of the responding party

Any Interim Measure can potentially serve as a remedial measure at the discretion of the complainant or responding party. Additionally, appropriate community remedies might be provided (e.g., improved campus lighting, educational programming, staff training, climate assessments).

These actions are not intended to be punitive but to protect the safety of individuals and the greater community and to promote accountability. Every effort will be made to minimize unnecessary or unreasonable burdens to both the complainant and responding party. All College investigative, protective, and interim measures and remedies will be available to both the complainant and responding party whether or not either party files a police report.

D. Rights of Reporting Parties and Responding Parties

When a report of discrimination including harassment is made to a member of the College community or when the reporting party notifies the College he/she has made a report to local law enforcement, all reports will ultimately be received by the appropriate College official such as the Director of Human Resources, Katherine Pawlak, or Student Development office of Accountability Team Member to ensure appropriate management of the report. Please see Section II for reporting contacts.

Reporting Parties/Complainants and responding parties share equally in the right to have private interviews. Additionally, both the Complainant and the Responding Party have the right to
• Respond to reports, claims or statements in writing.
• Produce documentation, witnesses or other evidence to support their statements or claims.
• Be kept up to date by the College on the progress of the investigation and associated proceedings.
• Receive written/electronic notification about existing on- and off-campus resources.
• Not suffer any retaliation or reprisals for truthfully reporting any incidents or making any complaints or for participating in any investigation.
• Notification when results become final. The complainant and the responding party shall concurrently receive notification of the outcome. The College will inform the complainant whether it found that the alleged conduct occurred, and individual remedies offered to the complainant or any sanctions imposed on the responding party that directly relate to the complainant, and other steps the College has taken to eliminate the hostile environment, if the College finds one to exist.
• File an appeal with the appropriate College official following the defined Appeal Process.
• Written outcome of the appeal, including any changes in final results of the investigation.
• Bring an Advisor or support person. (Attorneys will not be permitted in interviews or proceedings that are not Title IX based claims.) See Section E below for additional information on rights of advisors.
• File a criminal complaint with local law enforcement though the College operates its investigation independently from local police.
- Contact an attorney for legal counsel on matters involving criminal or civil action
- Agree to informal resolution. If all parties voluntarily agree to participate in an informal resolution that does not involve a full investigation and adjudication after receiving a full disclosure of the allegations and their options for formal resolution and if the College determines that the complaint is appropriate for such a process, the College may facilitate an informal resolution, including mediation, to assist the parties in reaching a voluntary resolution.

E. Advisor Rights

All parties are entitled to an advisor of their choosing to guide and accompany them throughout the campus resolution process. The advisor may be a friend, mentor, family member, or any other supporter a party chooses to advise them. In the event the claim is of sexual discrimination, thus applicable under the laws of Title IX, parties may choose to have an attorney as an advisor. **Attorneys are not acceptable advisors for other claims or reports of discrimination which are not sexual discrimination.** Advisors are not eligible to be trained by the College. Parties may not select an advisor which creates a conflict of interest to other parties in the claim. For example, a witness may not be accompanied by an advisor who also advises the reporting party or responding party.

The parties are entitled to be accompanied by their advisor in all meetings and interviews at which the party is entitled to be present, including intake, interviews, and appeals. Advisors should help their advisees prepare for each meeting, and are expected to advise ethically, with integrity and in good faith. The College cannot guarantee equal advisor rights, meaning that if one party selects an advisor who is an attorney, but the other party does not, or cannot afford an attorney, the College is not obligated to provide one.

All advisors are subject to the same campus rules, whether they are attorneys or not. Advisors may not address campus officials in a meeting, interview or hearing unless invited to. Advisors may confer quietly with their advisees as necessary, as long as they do not disrupt the process. For longer or more involved discussions, the parties and their advisors should ask for breaks or step out of meetings to allow for private conversation. Advisors, accompanied by their reporting party/responding party, will typically be given an opportunity to meet in advance of any interview with the administrative officials conducting that interview or meeting. This pre-meeting will allow advisors to clarify any questions they may have, and allows the College an opportunity to clarify the role the advisor is expected to take. Any advisor who steps out of their role in any meeting under the campus resolution process will be warned once and only once. If the advisor continues to disrupt or otherwise fails to respect the limits of the advisor role, the advisor will be asked to leave the meeting. When an advisor is removed from a meeting, the meeting will typically continue without the advisor present. Subsequently, the campus investigator, official, or a deputy will determine whether the advisor may be reinstated, may be replaced by a different advisor, or whether the party will forfeit the right to an advisor for the remainder of the process.

The College expects that the parties will wish to share documentation related to the allegations with their advisors. The College provides a consent form that authorizes such sharing. The parties must complete this form before the College is able to share records with an advisor. Advisors are expected to maintain the privacy of the records shared with them. These records may not be shared with 3rd parties, disclosed publicly, or used for purposes not explicitly authorized by the College. The College may seek to restrict the role of any advisor who does not respect the sensitive nature of the process or who fails to abide by the College’s privacy expectations.
The College expects an advisor to adjust their schedule to allow them to attend College meetings when scheduled. The College does not typically change scheduled meetings to accommodate an advisor’s inability to attend. The College may, however, make provisions to allow an advisor who cannot attend in person to attend a meeting by telephone, video and/or virtual meeting technologies as may be convenient and available.

A party may elect to change advisors during the process, and is not locked into using the same advisor throughout.

NOTE: Discrimination Investigations Are Not Criminal Investigations
Sexual discrimination, including sexual violence, dating violence, domestic violence, and stalking, are potential crimes that can be reported to the police or other law enforcement agencies. Florida Southern College is committed to addressing and preventing discrimination in all its forms regardless of whether or not such activity constitutes a crime. Please see the final pages of this document for information about how to file a police report or request injunctions in response to sexual violence, dating violence, domestic violence, and stalking.

IV. RESOLVING THE REPORT OR NOTICE

Upon completing the investigation of a complaint or report involving students, the Student Support Title IX team member will summarize findings and review with the Associate Vice President of Student Development. The Associate Vice President of Student Development will decide upon the College’s response and any associated disciplinary action if applicable. Upon completing the investigation of a complaint or report involving employees, the Human Resources Director/Officer of Title IX Compliance will decide upon the College’s response and any associated disciplinary action if applicable. The Associate Vice President or Human Resource Director may reach out to other appropriate parties before making a final determination. The College’s findings and intended actions will be communicated to both the complainant and responding party.

Just because the information the College was able to obtain does not meet a “preponderance of the evidence” standard and so it cannot find that discrimination took place does not affirm or prove that such discrimination did not, in fact, take place.

Any report of false accusations will be evaluated as well and the reporting party and responding party duly notified of the findings and any associated disciplinary actions (see Section X).

V. SANCTIONS

Individuals found to have engaged in discrimination, illegal sexual activity or behavior constituting sexual discrimination (including sexual harassment, sexual misconduct, and sexual violence, retaliation, dating violence, domestic violence, or stalking), based on a “preponderance of the evidence” standard (i.e., it is more likely than not that discrimination occurred) as defined in this policy, will be disciplined, up to and including discharge, removal, suspension, or expulsion from the College. The range of possible sanctions includes, but would not be limited to:
- Ongoing No Contact directive remains in place
- Written warnings
- Educational interventions
- Targeted community service
• Social, campus residential facilities, or other probations
• Suspension (for varying lengths of time)
• Expulsion
• Termination of employment or suspension

Appropriate student sanctions will be determined by the Associate Vice President of Student Development Susan Freeman while employee sanctions will be determined by the Director of Human Resources in conjunction with the Vice President for Finance and Administration Terry Dennis. In addressing incidents of discrimination, the College’s response at a minimum will include reprimanding the offender and preparing a written record. Additional action may include: referral to sensitive or other relevant training, reassignment, temporary suspension (if an employee, without pay), reduction in duties, discharge, or removal or expulsion from the College.

VI. RIGHT TO APPEAL

Both the complainant and responding party have the right to appeal the decision of the Associate Vice President of Student Development or the Human Resources Director within five (5) business days, in writing, to the appropriate College administrator. Appeals can be made only on the following grounds:

1. There is significant, new information that was not available at the time of the initial investigation which could reasonably alter the facts and outcome of the investigation. A written appeal must delineate these new facts and explain how they could impact the outcome.
2. There was a procedural error that significantly affected the outcome. A written appeal must describe the procedural error and support how that error affected the outcome.

Student appeals should be addressed to Provost Dr. Brad Hollingshead (Buckner Building, 111 Lake Hollingsworth Drive, Lakeland, FL 33801; telephone 863-680-4124; fax 863-680-3088; email bhollingshead@flsouthern.edu). 

Employee appeals should be addressed to the Vice President for Finance and Administration Terry Dennis (Raulerson Building, 111 Lake Hollingsworth Drive, Lakeland, FL 33801; telephone 863-680-4148; fax 863-680-4207; e-mail vdennis@flsouthern.edu).

In the event it is determined that there is merit in the appeal, the appropriate College official may promptly remand the matter to the Title IX Officer or Student Development Intake team member for reconsideration. In the event it is determined that there was insufficient evidence and/or no defect in the proceedings, then the recommendation of the Title IX Officer or Student Development Intake team member shall be affirmed.

Both the complainant and responding party will be notified of any changes to the final outcomes of the investigation.

VII. REASONABLE ACCOMMODATION FOR PERSONS WITH DISABILITIES

Any College faculty, staff or student with a disability involved in a discrimination or harassment investigation or receiving prevention education through the “Just Ask” Title IX program has the right to request reasonable accommodations in order to ensure their full and equal access to these processes. Students wishing to request reasonable accommodations should make those requests directly to the
Coordinator of Student Disability Services. Employees seeking reasonable accommodations during a harassment/discrimination investigation should make those requests to the Director of Human Resources. In the case of a Title IX investigation (see Section XIII), students do not have to disclose information about the report or grievance to receive accommodations, except to the extent that it assists in the determination of reasonable accommodations. Because the Director of Human Resources is also the Title IX Coordinator, details about the Title IX issues will likely be known.

Accommodations are determined in an engaged and individualized process with the Office of Student Disability Services or the Office of Human Resources and, for students, are implemented in consultation with the Office of Student Development for Accountability, Education, and Compliance. Examples of reasonable accommodation include but not are limited to full physical access to meetings and programs, sign language interpretation, real-time communication access during hearings, large print documents, extended time to review documents, or assistance with transcribing questions during interviews or hearings.

Associate Vice President for Student Support and Coordinator of Student Disability Services
Marcie W. Pospichal, PhD
Rogers 120
111 Lake Hollingsworth Drive, Lakeland, FL 33801
Telephone: (863) 680-4197; mpospichal@flsouthern.edu

Director of Human Resources
Katherine Pawlak, MBA/HRM, PHR, SHRM-CP
Raulerson Building
111 Lake Hollingsworth Drive, Lakeland, FL 33801
Telephone: (863) 680-3964; kpawlak@flsouthern.edu

VIII. PRIVACY STATEMENT

Most College employees, including faculty, staff, and Residential Advisors, are obligated to respond to reports of a crime or discrimination, including sexual harassment, sexual violence, dating violence, domestic violence, and stalking, even if the individual reporting the incident requests that no action be taken. Florida Southern College understands that prompt, equitable, and reliable responses to harassment and discrimination reports often require obtaining sensitive information about the reporting party and other members of the College community. The privacy of reports will be strictly kept when possible, or tightly maintained among persons who have a need to know to keep the complainant and the community safe when strict privacy is not possible. The identity of the complainant and/or the responding party will be disclosed only on a need-to-know basis to the extent feasible in light of the need to conduct an investigation and to promote community safety. Persons with whom the College may share investigation-related information include, but might not be limited to:

- Florida Southern College employees working in an official capacity who require information for the proper performance of their professional responsibilities, particularly in matters of conducting an investigation and/or protecting individual student and campus-wide safety. These could include the Associate Vice President of Student Development and appropriate senior staff, the Director of Campus Safety and Security, and the College's Title IX Officer.
- A reporting party/complainant or responding party of an investigation, when such information is necessary for the effectiveness of interim conditions (e.g., enforcing a “No Contact” directive).
• A reporting party or responding party of an investigation, concerning the final results of the investigation.
• Appropriate persons in case of health or safety emergencies.
• Outside law enforcement officials, when the College deems this appropriate or necessary
• Local, state, or federal entities that require College reporting of sexual assault and other violent incidents e.g., Clery Act, Campus SaVE Act (personally identifiable information about the participants will be redacted whenever permissible).
• Students or employees may report any concern about discrimination, including sexual assault, dating violence, domestic violence, or stalking, anonymously. The College has a link on the Portal to which anonymous reports can be made. Reporting persons may decline to name themselves and the College will investigate the report, establish Interim Measures, refer any named parties to resources, and take other actions as possible. Anonymous reporters must realize the College will be limited in its ability to respond or investigate in such cases, but will do all it can with limited information to promptly investigate the report of discrimination, stop the reported discrimination, and prevent its recurrence
• The College seeks to adequately protect confidential Student Education Records while also conducting a prompt, equitable, and effective investigation. Determining which College officials reporting parties, responding parties, witnesses, and other parties need to know about discrimination investigations, interim measures, final investigation outcomes, sanctions, remedial actions, and other details shall be decided in compliance with FERPA requirements and College policies.

IX. RETALIATION AND REPRISALS

The College prohibits any form of retaliation or reprisal for reporting incidents or making claims of discrimination, including sexual discrimination (sexual harassment, sexual misconduct, sexual violence, dating violence, domestic violence, or stalking), or for participating in any investigation of incidents of discrimination or perceived discrimination. Acts of retaliation or reprisal under these circumstances are prohibited by the College. Reprisal and retaliation, either through direct actions or as a third party, will result in disciplinary consequences. Examples of retaliations or reprisals would include, but would not be limited to:
• Assigning low grades, changing work assignments, or refusing to cooperate with a person who has reported about or resisted harassment or discrimination;
• Denying participation, membership, or relationship to a person who has reported or resisted harassment or discrimination;
• Imposing physical, social, or emotional sanctions on a person who has reported or resisted harassment or discrimination;
• Failing to comply with No Contact Directives, acting in ways that interfere with the process or outcome of a discrimination or harassment investigation, or failing to respect the privacy and dignity of those involved in such an investigation.

A range of sanctions is possible, up to and including removal, suspension, or expulsion from the College. Sanctions will be determined by the appropriate College officials. The College reserves the right to take appropriate action for any misinformation or false reports. See Section V.

X. FALSE ACCUSATIONS
If an investigation results in a finding by a preponderance of the evidence that a reporting party intentionally, falsely and maliciously accused another of discrimination (including sexual harassment, sexual misconduct, or any form of sexual violence or retaliation), the reporting party will be subject to appropriate sanctions, as described above, including the possibility of expulsion, suspension and/or termination (if an employee).

The fact that no action is taken as a result of a complaint or report against another party does not mean that the complaint was intentionally, falsely and maliciously made.

**XI. POSSIBLE ILLEGAL ACTIVITIES/BEHAVIOR**

In compliance with federal, state, and local requirements and college policy, certain crimes shall be reported to the Director of Campus Safety and Security for Clery reporting and other tracking purposes and, when permissible, such reports may not include the reporting party’s name unless authorization is granted by the offended party. When required, reporting will be made to other organizations such as the Florida Department for Children and Families at [http://reportabuse.dcf.state.fl.us](http://reportabuse.dcf.state.fl.us) or 1-800-96-ABUSE.

**XII. MAINTAINING A WRITTEN RECORD OF THE COMPLAINT OR REPORT**

The College shall maintain a complete written record of each complaint or report and how it was investigated and resolved. Written records shall be maintained in a confidential manner to the extent practical and appropriate in the Office of Human Resources for investigations and incident reports involving an employee, and in the office of the Student Development Intake team for all investigations involving a student.

Written records will be maintained for ten (10) years from the date of the resolution, unless new circumstances dictate that the file should be kept for a longer period of time. These records shall document that a complaint was filed and the resolution of the complaint or report.

**XIII. SEXUAL DISCRIMINATION**

As noted in Section I above, it is the policy of the College to provide fair, equitable, reliable, and compassionate responses to reports of any type of discrimination or violence and that no member of the College community shall be subjected to any form of unlawful discrimination, including sexual discrimination (sexual harassment, sexual misconduct, sexual violence, retaliation, and domestic violence, dating violence, or stalking). When a claim of discrimination is based upon gender, known as sexual discrimination, the College has specific procedures it follows in accordance with Title IX of the Education Amendments Act and the Campus Sexual Violence Act (SaVE Act).

**A. What is “Title IX”?**

Title IX of the Education Amendments Act of 1972 prohibits sex discrimination in educational institutions. It states, “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”. Title IX compliance is overseen by the Office of Civil Rights of the U.S. Department of Education. It is an amendment to the Higher Education Act of 1965 which, itself, sprang from the Civil Rights Act of 1964, including Title VI, which broadly prohibits harassment and discrimination on the basis of race, color, and national origin.
under any program or activity receiving federal financial assistance. Consequently, the College has a responsibility to promptly, equitably, and reliably address reports of sexual harassment, discrimination, violence, and retaliation. The College’s “Just Ask” Title IX program was established to respond to reports of Title IX violations and provide campus-wide education on prevention and awareness.

Title IX protects against sexual discrimination in 10 categories including: access to Higher Education; athletics equity; career education; education for pregnant and parenting students; employment; learning environment; math and science; sexual harassment; standardized testing; and technology.

For the purpose of clarity, sexual harassment, misconduct, violence, retaliation, and domestic violence, dating violence, and stalking may be referred to as acts of “sexual discrimination”. Unless otherwise specified, referring to one form of sexual discrimination does not exclude any other form. The term “harassment” will always be understood to comprise all forms of harassment, including sexual discrimination and harassment.

If you have been the victim of violence including sexual violence, you should:

- **Get to a safe place** and away from the alleged attacker(s) immediately. This is important regardless of when the assault took place;

- **Notify an authority.** This is important not only for your safety but for the safety of the greater campus community, in case the alleged perpetrator intends to harm others. We advise you to dial “911” *(9-911 from a campus phone)* to receive necessary medical attention and/or to notify local law enforcement that a crime may have been committed. If you are on campus, a good place to contact (or go to) is Florida Southern College’s Campus Safety Office, (863) 680-4125. The Campus Safety Office is on the corner of Ingraham Avenue and Duke Place; or at least…

- **Tell someone else you trust**, to help you decide your “next steps”. This could be someone associated with the College - the Counseling Center (863-680-6236), Student Health Center (863-680-4292), Chaplain (863-680-4297), Associate Vice President of Student Development (863-680-4433), your Residential Advisor (RA) or other Community Living representative, the Officer for Title IX Compliance, Katherine Pawlak (863-680-3964), or the Student Development and Title IX Intake Team, or a trusted friend. A list of resources for FSC community members is found at the end of this document. *(See Section XIII, parts G and H for mandatory reporting and confidential options.)*

- **Preserve evidence.** Do not bathe, douche, wash your hands, wash or change clothes, eat, drink, smoke, or brush your teeth. Do not “tidy up” or disturb the scene where the event took place.

- **Know that there are many people at Florida Southern College ready to assist you.** As a community, we will promptly and equitably respond to your report.

Sometimes students are reluctant to report instances of sexual assault because they fear being charged with policy violations, such as underage alcohol consumption. To encourage the reporting of acts of sexual discrimination, including harassment, misconduct, and violence, any other policy violations may be addressed (if necessary) separately from a sexual discrimination allegation.

**B. Prevention Education - Sexual Violence, Dating Violence, Domestic Violence, and Stalking**

The College provides sexual violence education and preventive information to all campus community members through the Office of Accountability, Education and Compliance and the Office of Human Resources, in collaboration with the Student Health Center, the Office of Community Living, the Nina B. Hollis Wellness Center, and the Office of Campus Safety and Security.
The College’s Student Counseling Center offers sexual violence counseling as needed.

Matriculating first-year students receive alcohol usage and sexual violence education and prevention information through online education programs, and other programs throughout the year help educate students regarding sexual violence prevention. The online programs will also be used by other student and employee groups.

In accordance with NCAA guidelines, every FSC student athlete completes an annual comprehensive online sexual violence prevention program. The education is specifically targeted to athletic situations involving college athletics. Additionally, every FSC Athletics staff member, coach, athletic trainer, and professor in Exercise Science/Athletic Training also completes a comprehensive online sexual violence prevention program targeted to the adults who work with student-athletes.

To promote prevention of all forms of sexual discrimination, this Policy and Procedure and associated employee and student Title IX and “Just Ask” training include at least the following:

- a statement that the institution prohibits dating violence, domestic violence, sexual assault, and stalking;
- the definitions of these terms;
- the definition of “consent,” in reference to sexual activity;
- a description of safe and positive options for bystander intervention (in the current Policies & Procedures, please see the “No Means Know” section, below);
- information on risk reduction; and
- information on the institution's policies and procedures after a sex offense occurs.

“Just Ask” is Florida Southern College’s Title IX education and prevention initiative developed especially for students. Posters, brochures, Passport events, and campus programs are introduced through this initiative. Learn more at: [http://www.flsouthern.edu/KCMS/Notice-of-Non-Discrimination/Just-Ask.aspx](http://www.flsouthern.edu/KCMS/Notice-of-Non-Discrimination/Just-Ask.aspx)

C. By-Stander and Risk Reduction - “No” Means Know: How Individuals Can Take Steps to Prevent Sexual Violence Using Effective Approaches

- **Know** and avoid exceeding your limits in alcohol and drug use. Intoxication can make you vulnerable to profoundly regrettable experiences, including those related to non-consensual sex.
- **Know** when to say “no”. **Know** your own mind and listen to your “inner voice”. The moment you are uncomfortable, speak up and stop the action.
- **Know** how to say “no”. Say it firmly and loudly. Avoid unnecessary politeness.
- **Know** your partner and, when that person has said “no” in words or actions- or when they cannot speak for themselves- stop physical interactions immediately.
- **Know** the warning signs of abuse (see Definitions in Section XIV) and remove yourself from such situations quickly, safely, and permanently.
- **Know** the warning signs of abuse and be an effective bystander -intervener. For example, if you observe a situation of apparent risk, abuse, or violence to another and it is safe for you to do so, share your concern with the people involved, deny any statements made by others that anyone “deserves” to be raped or treated violently, or if you observe someone who appears to be
intoxicated, ask if that person wants to use the College’s *Safe Ride Home* program (see last page of this document).

- **Know** how to ask for help, whether it is to be “buddies” who mutually watch out for one another, reach out to a passerby and ask for assistance, or dial “911” (9-911 from a campus phone) if there is peril and you can call. There is no such thing as over-reacting when the option is to experience sexual violence- or to be accused of committing sexual violence.

**D. Investigator Training**

The Officer of Title IX Compliance and Student Development Title IX intake and response team members receive annual training in techniques to investigate all forms of sexual discrimination and harassment including sexual assault, dating violence, domestic violence, and stalking. All Florida Southern College employees receive training about sexual discrimination, including sexual harassment and violence, and on the procedures outlined in this policy.

**E. Responsible Employee**

All other Florida Southern College employees, including students (such as Residential Advisors) employed by the College and faculty, are considered a **Responsible Employee** and have a duty to report observations or knowledge of sexual discrimination, including sexual harassment, sexual misconduct, and sexual violence, or other criminal acts including but not limited to dating violence, domestic violence, stalking, and child abuse (when a crime has been committed against a minor which, in Florida, is anyone under the age of 18). Employees should report their knowledge to their immediate supervisors and to a designated Title IX Officer. If the immediate supervisor is a potential responding party to a report of discrimination, report the information to Officer for Title IX Compliance Katherine Pawlak or Vice President for Finance and Administration Terry Dennis if the incident involves an employee, or Student Development Title IX Intake Team or to Associate Vice President of Student Development Susan Freeman if the incident involves a student (see the final section of this document for contact information).

**G. Confidentiality**

There are four groups of professionals who, in some circumstances, can maintain confidentiality in the case of reported sexual discrimination, including sexual harassment, sexual misconduct, and sexual violence, dating violence, domestic violence, stalking, and other crimes. These include:

1. Clinical Counselors such as someone’s personal, licensed therapist or those in the College’s Counseling Center;
2. Licensed Health Care Providers such as someone’s personal healthcare provider or those in the College’s Student Health Center;
3. The College Chaplain and other ordained ministers who are acting in their ministerial capacities for the College;
4. Off-Campus Rape Crisis Facilities (please see resource information at the end of this document).

However, even they **must** report information when

- A minor is involved (in Florida, this is anyone under the age of 18)
- There is imminent potential for harm to self, and/or
- There is imminent potential for harm to others.
XIV. DEFINITIONS

Advisor: Any individual who provides the reporting party or the responding party with support, guidance, or advice.

Child Abuse: when a crime has been committed against a minor. In the State of Florida, a child is anyone under the age of 18.

Complaint/Grievance: A complaint is defined as the claim of a student or employee (the “reporting party”) that s/he has been adversely affected by a substantial breach or violation of the College’s rules, regulations, and policies as approved by the President and/or the Board of Trustees.

Complainant: Any member of the College community who files a complaint of discrimination, based on a protected category or sexual harassment.

Consent: “Consent” must be informed, voluntary, and mutual, and can be withdrawn at any time. There is no consent when there is force, expressed or implied, or when coercion, intimidation, threats, or duress is used. Whether a person has taken advantage of a position of influence over another person may be a factor in determining consent. Consent can be expressed verbally or nonverbally. Consent must be active, not passive. Silence or absence of resistance does not imply consent.

Consent in terms of sexual conduct is freely and actively agreeing together, with clear understanding, to engage in mutually agreed-upon sexual activities. Persons who can never provide Consent include:
- Minors (in Florida, this is anyone under the age of 18);
- People with cognitive or social limitations that render them incapable of providing Consent;
- Incapacitated persons. Incapacitation can occur through excessive alcohol or drug use or for other reasons such as unconsciousness, being asleep, or being otherwise physically unable to respond fully and effectively to the environment, such that they cannot make a knowing agreement to sexual activity.

Consent is dynamic and ongoing throughout any given sexual encounter. It can be revoked by either party. It does not “carry over” to future encounters. If one person’s response is unclear or ambiguous, it is the other person’s responsibility to confirm Consent. Finally, intoxication is not the same as incapacitation. Being “drunk” doesn’t necessarily mean one is unable to give consent. Conversely, the use of alcohol or other drugs does not release anyone from the requirement to seek and provide Consent.

Dating Violence: Also known as Intimate Partner Violence - violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:
- The length of the relationship
- The type of relationship
- The frequency of interaction between the persons involved in the relationship

Dating Violence/Intimate Partner Violence is abuse or the reasonable fear of abuse by someone you have had a continuing and significant romantic or intimate relationship that is seen by both parties as going beyond friendship with in the past six months. It does not apply to casual or merely social relationships. Dating Violence is not limited to male-female heterosexual relationships but can occur between couples...
of any sex or gender-identity partnership. Dating Violence behaviors can include, but would not be limited to:

- Controlling behavior, such as not allowing a partner to socialize with friends or family, texting/phoning a partner excessively, dictating attire, conversation and activities, and insisting on continuously being together;
- Verbally/emotionally abusive behavior, such as repeatedly speaking to a partner in a degrading or belittling way, an abuser threatening to harm a partner, a partner’s loved one, or the abuser him/herself if the abuser’s needs are not met, and unreasonable or excessive jealousy.
- Physically abusive behavior including pinching, striking, hair pulling, shoving, or strangling.

**Domestic Violence:** a pattern of abusive behavior that is used by an intimate partner to gain or maintain power and control over the other intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone. A Domestic partner could include a current or former spouse or intimate partner; a person related to you by blood or marriage such as a cousin, parent-in-law, etc.; any person who has lived in the same home with you as “part of the family”, including a roommate or boyfriend/girlfriend; and the parent of your child, even if you have never been married or lived together.

**Equal Opportunity Officer/Officer of Title IX Compliance:** Human Resources Director Katherine Pawlak will act as Equal Opportunity Officer (EOO)/Officer of Title IX Compliance and ensure continuity in resolving reports of discrimination or harassment. The obligation of this position is:

- To distribute and make available the Anti-Discrimination/Anti-Harassment Procedures to every student and employee at the College;
- To implement Anti-Discrimination/Anti-Harassment Procedures;
- To keep ongoing statistics and report them as requested by senior management;
- To maintain records of all cases noting any patterns of misconduct and advising the appropriate administrator(s); and
- To ensure that policies, procedures and the educational programs are properly administered.

**Gender-Based Discrimination or Sexual Discrimination:** Unwelcome sexually discriminatory conduct based on a person’s actual or perceived sex, including conduct based on gender identity, gender expression, and nonconformity with gender stereotypes. Discriminatory acts on the basis of Gender Identity are considered “hate crimes”.

**Incest:** Sexual intercourse between persons who are related within the degrees to which marriage would be prohibited by law.

**Investigator:** A designated member of College administration responsible for collecting and examining the information and facts surrounding a claim or report.

**Proceeding:** All activities related to the College’s non-criminal resolution of an institutional disciplinary report, including a report of any form of discrimination. Proceedings include fact-finding interviews, investigations, and formal and informal meetings. Proceedings do not include communications and meetings concerning accommodations or protective measures to be provided to the reporting party or the responding party.

**Report:** Sharing that discrimination, including sexual harassment, sexual misconduct, or sexual violence, dating violence, domestic violence, or stalking has occurred either on campus or off campus at a
College-sponsored function does not mean a student must file charges, but the College must investigate such reports (See Section XIII, parts G and H for mandatory reporting and confidential options.) A report also does not mean a person must file charges with local law enforcement. The decision to file charges or not to file charges with local law enforcement is the reporting party’s choice. Please see the final pages of this document for information on how to do so.

**Reporting Party:** Any member of the College community who files a report of discrimination or knowledge of discrimination, based on a protected category or sexual harassment.

A reporting party can be a person with knowledge of an incident(s) but may not always be the person who was allegedly subjected to the incident(s) of discrimination, including sexual harassment, sexual misconduct, sexual violence, harassment.

**Responding Party:** Any member of the College community who becomes the subject of a discrimination report or claim, based on a protected category or sexual harassment.

**Result:** Any initial, interim, or final decision/outcome by any official or entity authorized to resolve disciplinary matters, including those related to all forms of discrimination, within the institution. Final results will include any sanctions imposed by the College.

**Sexual Misconduct:** Sexual misconduct occurs in the absence of consent, including when the person is unable to refuse to participate, or despite a person’s refusal to participate in the activity. Sexual misconduct activities would include, but are not limited to:

- Giving sedative or “date rape” drugs such as GHB or Rohypnol to someone;
- Obscene or indecent behavior such as exposing one’s genitals/breasts without Consent or despite refusal;
- Deliberate observation, photography, or other forms of recording of others for sex-related reasons, including posting such images without Consent or despite refusal;
- Possessing or distributing illegal or unwanted pornographic images;
- Intentional transmission of HIV or other sexually transmittable infections (STIs);
- Prostitution;
- Being an accomplice in the commission of sexual misconduct;
- Attempting sexual misconduct.

**Sexual Violence:** when someone is forced to take part in a sex act when this person has not provided consent, including when the person is unable to refuse to participate, or despite a person’s refusal to participate in the activity. “Force” includes the use of threatening words, gestures, or weapons to convey the intent to harm in order to intimidate someone into having sexual contact. Sexual Violence would include, but would not be limited to:

- Sexual Assault: Any offense that meets the definition of rape, fondling, incest, or statutory rape;
- Non-Consensual Sexual Intercourse: Sexual intercourse of any duration, using any object (animate or inanimate), imposed upon a person without their consent or despite their refusal.
- Non-Consensual Sexual Touching: Also called “forcible fondling”, the touching of private body parts (for example, of another person’s genitals/breasts/mouth) of any duration, including the use of an object (animate or inanimate), imposed upon a person without their consent or despite their refusal. This includes making one person sexually touch another person against her/his will;
- Continuing sexual activity of any sort after one person has clearly communicated, through words or actions that she/he does not wish to continue the sexual contact;
- Sexual contact with a minor or child;
- Being an accomplice to sexual violence; and
- Attempting acts of sexual violence

**Stalking:** A pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear for their own or another’s safety or to experience emotional distress. Willfully, maliciously, and repeatedly following, harassing, or cyberstalking another person and making a credible threat to that person.

**Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent. In Florida, the age of consent is 18.

**Student Accountability System:** Any student-student Title IX investigation, and other reports of harassment or discrimination, falls under the college’s Student Accountability System and will be tracked accordingly.

**Student Development Title IX Intake Team:** (same as Student Development Intake Team) Works with the Officer for Title IX Compliance to serve the special needs of students in sexual discrimination situations. The Student Development Title IX Intake Team helps investigate and resolve student-student, student-employee, and student-third party reports or claims of discrimination or harassment.

**Unwelcome Sexual Experiences:** Conduct is considered “unwelcome” if the recipient did not request or invite it and considers the conduct to be undesirable or offensive.
Resources for Reports of Discrimination, Harassment, or Retaliation; Domestic Violence; Dating Violence; and Stalking

ON-CAMPUS RESOURCES

<table>
<thead>
<tr>
<th>Resource</th>
<th>Contact Information</th>
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| Safety: Emergency/Sexual or Violent Crime Report | Corner of Ingraham Avenue and Duke Place  
(863) 680-4125 |
| Safety: Assistance, non-emergency reports | (863) 680-4305  
(4305 if dialing from campus phone) |
| Counseling Center - Thrift Building | (863) 680-6236 (confidential) |
| Chaplain Tim Wright - Fannin Campus Ministries Bldg. | (863) 680-4297 (confidential) |
| Student Health Center - Thrift Building | (required to report incidents to the Title IX Officer or Student Support Intake Team member)  
(863) 680-4292 |
| United Behavioral Health - Employee Assistance Program for College staff and faculty | 1-800-788-5614  
www.LiveAndWorkWell.com |

Discrimination/"Just Ask"/Title IX Assistance

Title IX Compliance Officer, Katherine Pawlak  
(863) 680-3964 (3964 if dialing from a campus phone); kpawlak@flsouthern.edu  
Raulerson Bldg., near Water Dome

Student Support Title IX Intake Team  
(863) 680-6216 (6216 if dialing from campus phone); fscjustask@flsouthern.edu  
Rogers Student Center 243, Rogers Building

Amanda Blount  
Assistant Dean of Accountability, Education and Compliance  
Telephone: (863)680-6221; ablount@flsouthern.edu

Maggie Merryday  
Assistant Director of Accountability, Education, and Compliance  
Telephone: (863)680-6216; mmerryday@flsouthern.edu

Associate Vice President of Student Development, Susan Freeman  
(863) 680-4433 (4433 if dialing from campus phone); sfreeman@flsouthern.edu  
Student Development Offices, Rogers Building

Vice President of Finance & Administration, V. Terry Dennis  
(863) 680-4148 (4148 if dialing from campus phone); vdennis@flsouthern.edu  
Raulerson Bldg., next to Water Dome
OFF-CAMPUS RESOURCES

**Emergency**
911 (9-911 from campus phone)
Will help you obtain medical attention for injuries and forensic examinations, in response to reported acts of violence. Hospital Emergency Rooms in the State of Florida are required to report sexual assault and other criminal acts of violence, and to provide forensic evidence to local law enforcement agencies.

**Peace River Victim Services**
(863) 413-2707 (confidential)
1860 S. Crystal Lake Dr., Lakeland FL
Provides 24-hour, 7 day/week confidential counseling and forensic examinations.

**Your personal physician**
(confidential in the State of Florida)

**Known or Suspected Abuse of a Child or Vulnerable Adult**
State of Florida Department of Children and Families
Abuse Hotline: 1-800-962-2973
https://reportabuse.dcf.state.fl.us/

**Follow-Up Assistance**
Lakeland Police Dept. Victim Assistance
(863) 834-6900 (confidential)
219 N. Massachusetts Ave., Lakeland FL
Can provide “next steps” if you wish to file civil or criminal charges in response to a reported act of violence.

**Polk County Clerk of the Court, Domestic Violence Department**, to file civil Domestic Violence reports and obtain “Injunctions for Protection Against Domestic Violence” (no fee).
*Lakeland Branch*: 930 E. Parker St., Lakeland FL, tel: (863) 603-6412
*Bartow Branch (Polk County Courthouse)*: 255 N. Broadway St., Bartow FL, tel: (863) 534-4184

**Clerk of the 10th Judicial Circuit Court of Polk Co. FL**, to file injunctions (“Orders of Protection” or “Restraining Orders”) in response to reported Domestic Violence, Dating Violence, Stalking, or Sexual Violence (no fee).
*Polk County Courthouse*: 255 N. Broadway St., Bartow FL, tel: (863) 534-4000

**Getting to a Safer Place**
Safe Ride Home (Checker Cab)
(863) 665-8151
If you are using this service to get to a safer place or to get someplace more safely, you need your FSC student ID so the cab company can bill the College.

**Legal Assistance**
For questions regarding criminal or civil action please contact an attorney for legal counsel.