



SCU Rights and Resources for Victims of Sexual Assault, Domestic Violence, Dating Violence and/or Stalking

A student or employee who reports to an institution of higher education that the student or employee has been a victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off campus, shall be provided with a written explanation of the student or employee's rights and options. This document outlines those rights and options and should be provided to any student or employee who reports.

Victim Rights

- Victims have the right to report to law enforcement and to be assisted by SCU campus authorities in so doing.
- Victims have the right to decline to report to law enforcement.
- Victims have the right to report the crime to SCU and are encouraged to report to the office of People + Culture and/or the Title IX Coordinator.
- Victims have the right to a victim advocate of their choosing.
- Victims have the right to be notified, in writing, of existing resources for counseling, mental health, health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available both on campus and in the community.
- Victims shall be notified of options for, and available assistance in, changing academic and working situations or protective measures, if so requested by the victim and such accommodations are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement.
- Victims have the right to request confidentiality from the accused.
- Victims have the right to be free from retaliation for filing an institutional complaint/report.
- Victims have the right to file a complaint with the U.S. Department of Justice and/or the U.S. Department of Education Office for Civil Rights

Rights in the Disciplinary Processes

Students and Employees are bound to the policies and procedures contained within the University's Title IX/SB 493 document. In the case of a VAWA allegation, the University will use the same disciplinary procedures contained within the Title IX/SB 493 document.

For both student and employee discipline, the following rights will be guaranteed:

- Disciplinary proceedings that provide a prompt, fair, and impartial investigation, and resolution.
- The same opportunity to have others present throughout disciplinary proceedings as the accused, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice.
- The complainant* and the respondent** have an equal opportunity to participate in the investigation and any subsequent hearing.
- Disciplinary proceedings that are conducted by officials who receive annual training on the issues related to domestic violence, dating violence, sexual assault and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
- Both parties shall be simultaneously informed, in writing, of the outcome of any disciplinary proceeding; SCU's procedures for the accused and the victim to appeal the results of the proceeding; of any change to the results that occurs prior to the time that such results become final; and of when such results become final. At no time can a victim be required to keep the outcome confidential or be prohibited from discussing the case.
- The complainant shall have the same rights to appeal as the respondent.
- The following sanctions, in accordance with the Title IX/SB 493 document, may be imposed following a final determination of responsibility for sexual assault, domestic violence, dating violence and/or stalking: warning (oral or written notice), probation, loss of privileges (i.e. financial assistance), restitution, educational sanctions (reading/writing assignments, seminar attendance, etc.), suspension, expulsion, and termination.

*Complainant is the person alleging the misconduct

**Respondent is the student accused of misconduct

Confidentiality

When a student or employee victim reports to a university office or official who is not explicitly designated as confidential, SCU takes every precaution to protect victim privacy and confidentiality by sharing information only with university officials who have a legitimate educational interest and/or those who need to know for the purposes of providing an institutional response.

In an effort to protect victim safety and privacy, SCU maintains information about sexual violence in a secure manner. If the University has notice of an incident, SCU will balance the victim's request to keep identifying information confidential with Title IX's mandate to investigate hostile environments.

To the extent permissible by law, SCU will endeavor to keep victim and necessary party information private. However, once a report is made to the University, or the University has notice of an incident of sexual assault, sexual harassment, domestic violence, dating violence, or stalking, confidentiality cannot be guaranteed. SCU will strive to maintain as confidential any accommodations or protective measures provided to the victim but keeping victim information confidential may limit SCU's ability to provide accommodations or protective measures.

For victims aged 18 and older who report to non-confidential sources, reports of sexual assault, domestic violence, dating violence and/or stalking are directed to the Title IX Coordinator, who will share relevant information only with those who need to know, such as complaint investigators and other individuals who are responsible for handling the school's response to incidents, or as necessary to comply with the California law, a valid subpoena, a lawful discovery request, or a governmental inquiry or investigation. SCU follows applicable Title IX guidance and the requirements of the federal Family Educational Rights and Privacy Act, 20 U.S.C. s.1232g, when evaluating whether to disclose student information. In the case of minors, SCU employees must report child abuse to Child Protective Services or local law enforcement.

For Clery Act reporting and disclosures, a victim's name or identifying information will never appear in a Crime Warning, on the Daily Crime Log or in the ASR. SCU will redact a victim's identifying information when responding to requests for information pursuant to the California law. SCU must respond to valid subpoenas that are not prohibited by other applicable law and may not be able to redact information when responding to a subpoena.

OFFICIAL REPORTING

If you choose to report, please note the following:

- The preservation of evidence may strengthen investigations, which may result in a better chance of holding the accused responsible for the crime or obtaining a restraining order. Evidence may include the clothing you were wearing at the time, a record of threatening text messages and emails, or bodily fluids.
- Although it is best not to shower, if you have showered or changed clothes, you can still file a police report, get a medical exam, (including a forensic medical exam) or report the incident to SCU Campus Safety and/or Title IX Coordinator.

Making an official report to SCU may result in a report of an annual crime statistic with the victim's name withheld. It may also result in a formal investigation of the incident(s).

Reporting to Law Enforcement

Los Angeles Sheriff's Department (LASD) Norwalk Substation

9-1-1 or 562-863-8711

12355 Civic Center Dr., Norwalk, CA 90650

<https://lasd.org/norwalk/>

SCU Disciplinary and Title IX Complaints

AVP for Student Services, Shelby Gugel

562-902-3384

ShelbyGugel@scuhs.edu

Title IX Coordinator, Joe Eggleston

562-902-3357

JosephEggleston@scuhs.edu

Office of People + Culture (Office of Human Resources)

Siti Williams,

562-902-3390

SitiWilliams@scuhs.edu

RESOURCES

Confidential Reporting, Advocacy, Emotional Support and Medical Services *

SCU Sponsored:

All One Health: Licensed Professionals available 24/7. Free and confidential.

Call 800-756-3124, code: scuhs

<https://myassistanceprogram.com/students/> code: scuhs

OFF Campus

Peace Over Violence (24/7 Hotline)

310-392-8381

213-626-3393

626-793-3385

<https://www.peaceoverviolence.org/hotlines>

RAINN (Rape, Abuse, and Incest National Network)

1-800-656-HOPE

www.rainn.org

UCLA Health Rape Treatment Center

Victims can receive highly specialized emergency medical care, forensic services, counseling, advocacy, and information about their rights and options to support them in making informed choices and decisions 24 hours a day, 7 days a week, free of charge.

424-259-7208

<https://www.uclahealth.org/medical-services/rtc>

Employee Assistance Office (employees only) is a resource provided by Trinet to assist employees and their immediate family members or significant others who are finding it difficult to successfully cope with personal or work-related issues or concerns.

1-888-893-5893

VAWnet – Organizations for Deaf Survivors of Abuse

IM: DeafHotline

Email: deafhelp@thehotline.org

TTY: 1-800-787-3224

Video Phone: 1-855-812-1001

Live Chat: www.thehotline.org

<https://vawnet.org/sc/organizations-deaf-survivors-abuse>

** Reports and disclosures made to these offices will not result in a formal institutional response from SCU or law enforcement. Exceptions to confidentiality include reports of child abuse (victims 17 or younger), elder abuse, and threats of imminent harm to self or others.*

Requesting an Accommodation

SCU will make every effort to make accommodations for academic, working situations, or protective measures if requested and reasonably available. Victims do not need to report to law enforcement to receive these accommodations.

The following offices may also assist you with requesting accommodations or services: *

AVP for Student Services, Shelby Gugel
562-902-3384
ShelbyGugel@scuhs.edu

Title IX Coordinator, Joe Eggleston
562-902-3357
JosephEggleston@scuhs.edu

Office of People + Culture (Office of Human Resources)
Siti Williams,
562-902-3390
SitiWilliams@scuhs.edu

**Making an accommodation request to SCU may result in a report of an annual crime statistic with the victim's name withheld. It may also result in a campus investigation of the incident(s).*

Financial Aid and Visa and Immigration Resources

For financial aid and visa and immigration services for victims of sexual assault, domestic violence, dating violence or stalking, please contact the following on-campus offices:

Office of Student Financial Aid

16200 Amber Valley Drive, Whittier CA 90604

Building B

562-947-8755 x 766

Director, Eulanie Morales, EulanieMorales@scuhs.edu

(562) 475-5148

Making a request for services to SCU may result in a report of an annual crime statistic with the victim's name withheld. It may also result in a campus investigation of the incident(s).

Off-Campus Immigration and Visa Resources:

Legal Aid Foundation of Los Angeles (East Los Angeles Office)

Adjustment of Status, Asylum applications, Consular Processing, Deferred Action for Childhood Arrivals (DACA), Employment authorization, Family-based petitions, Naturalization/Citizenship, Removal hearings, Special Immigrant Juvenile Status, T visas, U visas, Violence Against Women Act (VAWA) petitions

5228 Whittier Blvd

Los Angeles, CA 90022

(213) 640-3883

<http://www.lafla.org/>

Legal Assistance

SCU does not provide legal assistance or attorneys. There are legal resources available in Los Angeles County.

Los Angeles County District Attorney's Office, Bureau of Victim Services

1000 South Fremont Ave.
Unit 36, Bldg. A9E, Suite E9150
Alhambra, CA 91803
(626) 514-1300
<https://da.lacounty.gov/victims/contact>

Legal Aid Foundation of Los Angeles (East Los Angeles Office)

Adjustment of Status, Asylum applications, Consular Processing, Deferred Action for Childhood Arrivals (DACA), Employment authorization, Family-based petitions, Naturalization/Citizenship, Removal hearings, Special Immigrant Juvenile Status, T visas, U visas, Violence Against Women Act (VAWA) petitions
5228 Whittier Blvd
Los Angeles, CA 90022
(213) 640-3883
<http://www.lafla.org/>

State Bar of California Lawyer Referral and Information Service is offered by the State Bar of California and is a public service that helps identify the most appropriate resource for legal needs.
Certified Lawyer Referral Services Directory
<https://www.calbar.ca.gov/Public/Need-Legal-Help/Using-a-Certified-Lawyer-Referral-Service/Certified-Lawyer-Referral-Services-Directory>

International Assistance

Legal Aid Foundation of Los Angeles (East Los Angeles Office)

Adjustment of Status, Asylum applications, Consular Processing, Deferred Action for Childhood Arrivals (DACA), Employment authorization, Family-based petitions, Naturalization/Citizenship, Removal hearings, Special Immigrant Juvenile Status, T visas, U visas, Violence Against Women Act (VAWA) petitions
5228 Whittier Blvd
Los Angeles, CA 90022
(213) 640-3883
<http://www.lafla.org/>

Restraining/No Contact Orders Issued by a Court of Law

SCU will enforce active no contact and restraining orders issued by a court of law. If you are a student and have a court-issued restraining order and wish to inform the University, please contact the AVP for Student Services (ShelbyGugel@scuhs.edu) and/or the AVP for Auxiliary Operations (JosephEggleston@scuhs.edu). If you are an employee and have a court issued restraining order, please notify the Office People + Culture (SitiWilliams@scuhs.edu). Please be aware that if you notify the University of an existing court-ordered restraining order, the Title IX Coordinator may follow up with you as prescribed by Title IX. For instructions on how to file for a court-ordered restraining order, please visit <https://www.courts.ca.gov/1278.htm>

No Contact Directives Issued by SCU

One tool SCU uses to support a safe, respectful, and responsible educational and working environment, either as a proactive measure or in response to and prevention of additional incidents, is a no contact directive.

A no contact directive is a university-issued directive that prohibits the recipient from having contact with – in any form – the individual or individuals named in the directive. The no contact directive is different than a restraining order/civil injunction issued by a court of law and may be issued independent of campus investigatory/disciplinary processes.

A no contact directive is issued when an authorized University employee determines that an individual should be prohibited from having contact with another person or persons. The individuals listed in a no contact directive can include, but might not be limited to: complainants, respondents, and witnesses. No contact directives are often issued during the course of investigating cases which involve allegations of sexual assault, dating/domestic violence, and/or stalking.

A no contact directive may include the following language: “Be advised that you are not to have contact with First Name, Last Initial of any kind, direct or indirect, until further notice. This includes but is not limited to: face-to-face/in-person, telephone, e-mail, text message, social networking sites, written communication, video, and other electronic communication, and contact through third parties. Any attempt to contact this person might be considered harassment and could result in disciplinary action.”

Students

No contact directives can be issued by the AVP for Student Services and by the Title IX Coordinator when there are allegations of sexual harassment or sexual violence. A no contact directive is issued in writing via a student’s university email, and when possible, verbally. Recipients of the no contact directive are informed that future contact with the individual or individuals named in the directive may be considered harassment and could result in a disciplinary investigation. If the individuals involved are in student organizations or classes together, the parameters of the no contact directive will be discussed and additional expectations for minimizing contact may be added to the written correspondence. Students will be provided with an opportunity to ask questions about the terms of the no contact directive issued to them.

When issued, a no contact directive may or may not have an end date. The no contact directive can also be modified or terminated with the agreement of the parties. Any changes to a no contact directive will be communicated to the parties in writing.

Information regarding the no contact directive is maintained in a student database and does not appear on an internal or external transcript.

Employees

Supervisors, in consultation with People + Culture staff, have the authority to regulate workplace behavior of University employees. The Title IX Coordinator may also issue a no contact directive for any

employee. No contact directives are typically issued in a letter to the recipient. SCU may issue no contact directives to employees when appropriate circumstances arise. Circumstances under which a no contact directive may be issued include, but are not limited to, pending disciplinary investigations. A no contact directive may limit an employee's contact with another employee, a student, or other member of the University community or limit an employee's contact with a work location for a length of time determined by the employee's supervisor or the Title IX Coordinator. The following types of contact may be prohibited by a no contact directive: face-to-face/in-person, telephone, e-mail, text message, social networking sites, written communication, video, and other electronic communication, and contact through third parties. Violation of a no contact directive issued by SCU may result in disciplinary action up to and including dismissal.

Requesting a No Contact Directive

Requests for no contact directives will be reviewed on a case-by-case basis and will take into account factors such as safety, alleviating a hostile environment, and educational and employment needs. Victims may request a no contact directive by contacting one of the following offices: the AVP of Student Services, the Title IX Coordinator, or the Office of People +Culture.

Enforcing a No Contact Directive

If your no contact directive is being violated, please contact the office that issued it. If you are in immediate danger, contact 911.