UNION COLLEGE CAMPUS SAFETY SEXUAL ASSAULT POLICY

Introduction
If you are a victim of sexual assault or sexual misconduct, Campus Safety strongly urges you to contact the Union College Department of Campus Safety or local law enforcement immediately or as soon after the assault as possible to report the incident. For a definition of sexual misconduct, please see Union’s Policy on Sexual Misconduct at http://www.union.edu/offices/dean/help/sexual-misconduct/.

Immediate reporting is for your protection, the protection of others and for the apprehension and prosecution of your assailant. You are not obligated to bring formal charges if you report, but reporting may help you to gain some control over the situation. After you contact the Department of Campus Safety, the campus safety officer will offer information to you as described in the section "Reporting to the College," and provide information on the option to talk to the resource individuals listed in the following section. Web site link for reporting and further information: http://www.union.edu/offices/dean/help/sart/

PROCEDURES FOR REPORTING AND FILING FORMAL CHARGES OF SEXUAL ASSAULT WITH CAMPUS SAFETY

Statement of Confidentiality
Campus Safety is committed to creating an environment that encourages victims of sexual assault to come forward and report their assault. Campus Safety will make every effort to safeguard the identity of a student who reports a sexual assault. However, even with this goal at the heart of our reporting procedures, the department cannot guarantee complete confidentiality when legally bound to adhere to legal mandates such as Title IX, and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. (for more information see http://www.union.edu/offices/safety/reports/clery/)

These legal mandates state that all Campus Security Authorities (CSA) report forcible sexual offense incidents to the Campus Safety Department immediately upon becoming aware of such an incident. Campus Security Authorities are all College officials with significant responsibilities for student and campus activities including, but not limited to, student housing and student discipline; and are, for example, Campus Safety officers, Deans, Resident Directors, Resident Advisors, Athletic Coaches, and Faculty advisors.

As is the case with all colleges and universities, Union must balance the needs of the individual victim with its obligation to protect the safety and well-being of the community at-large. Therefore, depending on the nature of the incident, a college safety alert may be warranted. These alerts will not contain any information specifically identifying the victim. The alert may contain information identifying the accused if an ongoing immediate threat is determined to exist.

At any time after the report of an incident is submitted, the victim may add to the report his/her name or the name of the alleged assailant. It is important to realize that it is nearly
impossible for the College to act upon a sexual assault case unless a victim opts to disclose the name of the alleged assailant.

Regardless of whether or not they choose to file formal charges, individuals are encouraged to seek medical attention as soon as possible after a sexual assault occurs. This assures that the victim receives the medical care that may be necessary and also provides the victim the ability to complete a report or file a formal charge at a future date.

As stated above, Union College is required to make available an annual report documenting any major violent crimes that occur on campus or on adjacent property, including forcible sex offenses. However, this report does not include any information identifying the individuals linked to the information reported.

Anonymous Reporting
Union College encourages victims or witnesses to report crimes to a CSA. If reporting to a CSA is not considered desirable option, an anonymous report may be completed by filling out an “Anonymous Reporting” form. These anonymous reports are included in the college’s crime totals. The purpose of this type of report is to comply with the reporting party’s wish to keep the matter anonymous while taking steps to contribute to campus’ future protection concerns by being more aware. With such data, the College expects to enhance the ability to gather the most accurate records of the number of incidents and determine if there is a pattern of crime with regard to a particular location, method, or offender and, as appropriate, alert the community to potential danger. The Campus Safety Department, unless otherwise prescribed by law, does not take anonymous police reports.

If you are sexually assaulted, remember:
It is an act of violence that should be reported immediately. The Counseling Center and Health Services are available to all students free of charge. All consultations with the Counseling Center and Health Services are fully confidential, and counseling is available whether or not you decide to report an incident of sexual assault.

- Get to a safe environment as quickly as possible and notify the Department of Campus Safety or local law enforcement.
- Report the incident immediately. Provide Campus Safety and campus officials (see below for phone numbers) with as much detailed information as you can. A formal charge may be filed with local law enforcement, the College, or both.
- Do not shower, bathe, douche, or clean up in any way (this will help prevent the loss of valuable evidence). Preserve all evidence in a paper bag.
- Utilize College and community resources for immediate and long term assistance.
- Don't blame yourself; sexual assault is never the victim's fault.

Call: If you have been sexually assaulted, or think you have been sexually assaulted, you may want to call one of the sources on campus for a confidential conversation. They are:
CAMPUS RESOURCES          Level of Confidentiality

Sexual Assault Resource Hotline          STRICTLY confidential
(518) 388-6600 ext. 1

Counseling Center                         STRICTLY
(518) 388-6161 Wicker Wellness Center

Health Services                           STRICTLY
(518) 388-6120 Wicker Wellness Center

Campus Safety (to file a formal complaint) MOSTLY
(518) 388-6911

Title IX Coordinator                      MOSTLY
(518) 388-6865

Dean of Students                          MOSTLY
(518) 388-6116

OFF CAMPUS RESOURCES

Schenectady County Sexual Assault       STRICTLY
Support Services (518) 346-2266

Ellis Hospital Emergency Room           STRICTLY
(518) 243-4121

Schenectady Police Department        According
(518) 382-5200 to NYS Law

For More Information
Safety orientations are conducted each year for first-year students during New Student
Orientation. In addition, numerous educational and awareness-raising programs are
sponsored throughout the year by Student Affairs, organizations, and the Department of
Campus Safety. Union Campus Safety issues safety alerts when necessary and appropriate
with information provided in a timely fashion to all members of the College community.
These alerts may be transmitted via the College's e-mail, phone-message system, and posted
flyers.

For more information on the student judicial process, please refer to the Union College
Student Handbook.