

NORTH PARK UNIVERSITY'S
POLICY AGAINST
DISCRIMINATION,
HARASSMENT, SEXUAL
VIOLENCE, RELATIONSHIP
VIOLENCE, AND RETALIATION



**NORTH PARK
UNIVERSITY**
CHICAGO

Policy Against Discrimination, Harassment, Sexual Violence, Relationship Violence, and Retaliation

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INTRODUCTION

As a Christian institution of higher learning supporting the mission and embodying the faith heritage of the Evangelical Covenant Church, North Park desires to have a campus community “which truly values people and is characterized by integrity, diversity, collegiality, fairness, compassion and joyful living”. North Park is committed to providing and maintaining a welcoming environment, and will not tolerate [discrimination](#), [harassment](#), [retaliation](#), [sexual violence](#), [dating violence](#), [domestic violence](#), [stalking](#) or any form of [intimidation](#) (collectively “Prohibited Conduct”) by any person in any form directed against [students](#), faculty, staff or visitor of the institution. The institution will take prompt and appropriate action when complaints of Prohibited Conduct are received. If the complaint is substantiated, sanctions will be levied against the perpetrator, including appropriate disciplinary action up to dismissal.

This Policy applies to conduct on campus and at University-sponsored events and programs off-campus. It also covers other off-premises conduct (e.g., at a private party) if that conduct adversely impacts the ability of a North Park [student](#) or employee to enjoy the full benefits of his/her association with North Park or if it involves any form of [sexual violence](#), [dating violence](#), [domestic violence](#) or [stalking](#).

Enforcement of this Policy will be coordinated by the Director of Human Resources, who shall serve as Equal Opportunity (EO) Coordinator. The EO Coordinator is responsible for overseeing the University’s compliance with federal equal opportunity laws such as Title VI, Title VII, Title IX, the ADA, ADEA, and similar state laws, including the Preventing Sexual Violence in Higher Education Act. The EO Coordinator is also responsible for seeing that institutional procedures are followed in investigating all allegations or complaints of Prohibited Conduct involving faculty, staff, [students](#) and campus visitors. The EO Coordinator is assisted in these functions by the Title IX Coordinator.

DISCRIMINATION PROHIBITED

[Discrimination](#) is defined as unequal, adverse treatment of an individual because of his or her race, color, national origin, sex, age, disability, veteran’s status, or other protected

status, as those terms are defined by applicable local, state, and federal law. For instance, different treatment of two similar individuals with respect to hiring, pay, an opportunity for advancement, admission to North Park as a [student](#) or educational opportunity after admission constitutes discrimination if the reason for the different treatment is the protected status of one of the individuals. [Harassment](#) based on any protected characteristic also constitutes discrimination. Discrimination on the basis of sex is prohibited by Title IX of the Education Amendments of 1972, 34 C.F.R. Part 106, and other laws. State and federal law also prohibit discrimination on the basis of each of the above-enumerated characteristics. It is North Park policy to comply with all of these laws. It is also North Park policy not to discriminate on the basis of religion, except that as a religious institution, North Park reserves the right to make hiring and employment decisions on the basis of religious beliefs or lifestyle consistent with the religious principles espoused by the Evangelical Covenant Church and as permitted by applicable law.

HARASSMENT PROHIBITED

A. Harassment

North Park strives to be a community in which all persons are treated with respect. Any form of [harassment](#) is contrary to this goal. Harassment tends to target one or more personal characteristics of the person(s) being harassed. Oftentimes, it focuses upon readily identifiable attributes such as race, color, national origin, sex, age, disability, etc. However, it may also focus on beliefs or perspectives, such as religion, politics or lifestyle. Harassment, regardless of its nature, involves unwelcome verbal or physical conduct that implicitly or explicitly demeans an individual or group based on such personal characteristics, and:

1. Affects tangible job or education benefits, or

2. Interferes unreasonably with the education, work or other institutionally sponsored activity of a [student](#), employee or campus guest, or
3. Creates an intimidating, hostile, or offensive environment for education, work or other institutionally sponsored activity.

North Park will not permit [harassment](#) and considers harassment based on race, color, national origin, religion, sex, age, disability, veteran's status, or other protected status as those terms are defined by applicable local, state and federal law particularly intolerable. Although North Park does not permit harassment of any person for any reason, this does not imply institutional approval of all beliefs or lifestyles. North Park's institutional position on these matters is necessarily congruent with our sponsoring denomination, the Evangelical Covenant Church.

B. Racial, Religious, and Ethnic Harassment

1. North Park aspires to be an intercultural community of learning. In order to make this goal a reality, we need to develop sensitivity to, and an educated awareness of, each other's cultures, nationalities, ethnic and religious differences. Demeaning or harassing comments or acts which are racially or ethnically motivated or based on an individual's religion are contrary to the spirit and goals of the North Park community.
2. [Harassment](#) on the basis of race, color, national origin, or religion can include verbal or physical behavior that explicitly or implicitly demeans the race, color, national origin, or religion of an individual or individuals. Examples of harassing conduct include, but are not limited to: Verbal assaults that demean the color, culture or history of any person or persons, and/or that perpetuate false stereotypes. Examples include name-calling and racial, ethnic, or religious slurs, slang references and jokes.

- a. Nonverbal behavior that demeans the color, culture or history of any person or persons and/or that perpetuates false stereotypes. Such behaviors may include gestures, portrayals, graffiti or acts of exclusion.
- b. [Intimidation](#) through threats of force or violence or threats of interference with an individual's education, work or other activity.
- c. Physical contact or assault because of an individuals' race, color, national origin or religion.

C. Sexual Harassment, Sex Discrimination, Sexual Violence and Relationship Violence

This section supplements the general policy statement set forth above and includes information that addresses the requirements of Title IX of the Education Amendments of 1972 ("Title IX"), the Violence Against Women Reauthorization Act of 2013 ("VAWA"), and the Illinois Preventing Sexual Violence in Higher Education Act (Illinois Act).

1. Title IX Information: Applicable Federal Law: Title IX is a federal law that prohibits [sex discrimination](#) in federally-funded education programs and activities. Title IX states as follows:
 - a. 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.
 - b. [Discrimination](#) on the basis of sex (i.e., [sex discrimination](#)) includes [sexual harassment](#), [sexual assault](#) and [sexual violence](#), [domestic](#)

[violence](#), [dating violence](#), and [stalking](#) (collectively, “relationship violence”).

2. Title IX Policy Statement: As noted above, it is the policy of the University to provide a work and educational environment free of all forms of [sex discrimination](#), including but not limited to unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting [sexual harassment](#), as defined in this policy and as otherwise prohibited by state and federal statutes. Sexual harassment, including acts of [sexual assault](#) and [sexual violence](#), is a form of sex discrimination and is prohibited by the University. Relationship violence (i.e., [domestic violence](#), [dating violence](#), and [stalking](#)) is also a form of [discrimination](#). This prohibition against discrimination on the basis of sex applies to all [students](#), faculty, and staff, to other members of the University community, and to contractors, consultants, and vendors doing business or providing services to the University.

Title IX Coordinator:

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Wellness Education & Title IX Coordinator

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3. Title IX Coordinator: Any inquiries regarding Title IX, the Illinois Act, or complaints of violating the University's Policy that prohibits [sex discrimination](#), [sexual harassment](#), [sexual violence](#), relationship violence and [retaliation](#) should be directed to the Title IX Coordinators identified above. The Coordinators will be available to meet with or talk to [students](#), staff, faculty and campus visitors regarding issues relating to Title IX, the Illinois Act, and this Policy. The Title IX Coordinator works under the oversight of the EO Coordinator and is responsible for implementing and monitoring Title IX Compliance on behalf of the University. This includes coordination of training, education, communications, and administration of the complaint and grievance procedures for the handling of suspected or alleged violations of this policy. (A list of training and education initiatives may be found in [Appendix A](#).)

D. External Resources

In addition to the Title IX Coordinators identified above and other campus resources discussed throughout this policy, the University has identified external agencies who can assist members of the North Park community with issues relating to [sexual harassment](#), [sexual violence](#), and relationship violence. A list of those resources and contact information may be found in [Appendix G](#).

E. Sexual Harassment

1. [Harassment](#) on the basis of sex is a violation of Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972. Harassment on the basis of sex includes
 - a. verbal or physical behavior that explicitly or implicitly demeans the gender of an individual and
 - b. sexual harassment.

In the employment context, the EEOC, which enforces Title VII, defines sexual harassment as follows:

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when

- a. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
- b. submission to or rejection of such conduct by an individual is used as the basis for decisions affecting such individuals; or
- c. such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive environment.

2. In the education context, sexual harassment may be defined as follows:
Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment of a [student](#) when submission to or rejection of the conduct by an individual is used as the basis for academic decisions affecting the student or the conduct has the purpose or effect of unreasonably interfering with the student's academic performance or creating an intimidating, hostile, or offensive environment.

3. Sexual harassment can be verbal, visual or physical. It can be overt, as in the suggestion that a person could get a higher grade or a pay raise by submission to sexual advances. The suggestion or advance need not be direct or explicit – it can be implied from conduct and circumstances.

Sexual harassment can also consist of persistent, unwanted attempts to change a professional or educational relationship to a personal one, particularly where the attempts involve an abuse of power.

- a. The potential for abuse of power is inherent in certain relationships, such as professor and [student](#), or supervisor and subordinate.
 - b. Members of the North Park community who hold positions of authority should be especially vigilant to this inherent risk in certain relationships and situations.
 - c. [Harassment](#) among peers is also prohibited.
4. [Harassment](#) on the basis of sex can range in severity from sexist remarks, unwelcome sexual flirtations and inappropriate put-downs of individuals or classes of people, to serious physical abuses such as [sexual assault](#) and [rape](#).
 5. The following list illustrates but does not exhaust, the possible forms of [harassment](#) on the basis of sex. The examples are generally arranged in ascending order of severity.
 - a. Behavior that draws unwanted attention to the gender or sexual identity of another person, such as whistling, leering or ogling, in such a way as to create a [hostile environment](#), e.g., through repetition or in combination with other forms of [harassment](#).
 - b. Communication (verbal or non-verbal) which creates a [hostile environment](#). Examples of such behavior, when repeated or pervasive, include unwelcome compliments about appearance, unwelcome requests for personal relationships (e.g., a date), comments with sexual innuendo, obscene gestures, insulting humor or jokes, crude language, graphic commentary about an individual's body, sexual prowess or sexual deficiencies, questions regarding sexual practices, derogatory or demeaning comments about women or men in general, whether sexual or not, displaying objects or pictures which are sexual in nature, sexually-oriented kidding,

teasing or flirting. While a single instance of such communications does not create a hostile environment, repeated communications of this nature can create a hostile environment.

- c. Verbal threats, directed at a person individually or as a group member.
- d. Unwanted advances including sexual propositions, touching, patting, pinching, caressing, kissing, or brushing against another's body without the threat of punishment for non-compliance and without a promise of reward for compliance.
- e. Unwanted advances including the types of behaviors mentioned above in subparagraph (d), whenever they are accompanied by promised rewards or reprisal for lack of cooperation. For example:
 - (1) when submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education, or
 - (2) when submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting the individual.
- f. Nonconsensual sexual activity (e.g., sexual activity with someone not capable of [consent](#) because of the influence of drugs, alcohol, or another incapacity, non-stranger [rape](#))
- g. Assault, physical violence or coerced sexual contact (e.g., [rape](#)).

F. Definitions

1. Definitions for terms referenced in this policy, such as [bias](#), [coercion](#), [consent](#), [stalking](#) can be found in [Appendix C](#).

INCIDENTS OF BIAS

Reporting incidents may lead to an inquiry and/or an investigation, where the University can hold the [respondent](#) accountable for their acts.

The term 'bias incident' refers to language and/or actions that demonstrate [bias](#) against persons because of, but not limited to, their actual or perceived race, color, religion, ethnic or national origin, gender, genetic information, age, disability, sexual orientation, gender identity, gender expression, or status as a military veteran. Bias incidents may take the form of, but are not limited to:

- Racist slurs
- Derogatory comments
- Offensive terminology
- Cultural appropriations
- Microaggressions

PREVENTIVE ACTION

A. Early Intervention

1. Some instances of perceived [harassment](#) (within [sexual harassment](#) categories 5(a) and 5(b)) may be the result of misunderstandings or miscommunications. Sometimes individuals unwittingly make insensitive or careless statements or exhibit behaviors that you may find offensive but that are not intended to give offense. In such circumstances, ongoing problems may be avoided or prevented by early and direct communication with the offending party.
2. The communication should make clear to the offending party that his/her remarks and/or behaviors are unacceptable to you. Several approaches can be used:

- a. Verbal Confrontation - Explain why you view the particular comments or behaviors as offensive. Be firm and direct; make it clear that the comments and/or behaviors are to stop.
 - b. Written Communication - Write a letter to the offending party in which you give a detailed description of the unacceptable comments and/or behaviors. Explain how these incidents make you feel. State that you want the comments/behaviors to stop.
3. If you are not comfortable discussing the matter directly with the offending party (or if direct preventive action is not successful in stopping the offending comment or behavior) you should pursue the alternatives below. You have the right to proceed directly to file a complaint or confer with an advocate/advisor without first engaging in direct preventive action. (Note: direct preventive action is not recommended if the behavior in question involves physical contact or threats. Instead, you should proceed with a complaint or at least seek advice from the University, as described below.)

B. Good Samaritan

Every member of the community should be alert to violations of this policy and has an obligation to report suspected violations and take action to avert violations, so long as they can do so safely. The University has established a Medical Amnesty/Good Samaritan Policy for this purpose. See [Appendix D](#).

SEEKING ADVICE AND MEDIATION

- A. Members of the North Park community who believe they have been subjected to [discrimination](#), [harassment](#) or [retaliation](#) may seek the assistance of the EO Coordinator (Director of Human Resources) or TITLE IX Coordinator (Wellness Education and Title IX Coordinator), the Deputy EO/TITLE IX Coordinators (Dean of Students and Dean of Seminary Students and Community Life), and other "[Responsible Employees](#)" such as administrators (Deans, Vice Presidents,

Directors), faculty, head coaches, residence directors, or residence assistants. Each of these resources will either direct you to the appropriate University official with whom to discuss your complaint or in some circumstances discuss the complaint and options with you.

- B. You may seek general guidance without identifying the person who is the subject of the concern or details of the situation. In that circumstance, the discussion will be entirely confidential, but the University's ability to take action may be seriously compromised. If the person is identified, the University may undertake an investigation regardless of whether you wish to initiate a complaint because of the University's obligations to all members of its community. However, the University will take into consideration your wishes in making that decision, and will strive to maintain confidentiality to the greatest degree possible.
- C. You may also seek assistance on an entirely confidential basis from a Confidential Advisor. Subject to very narrow exceptions set forth in the Illinois Act, whatever you say to a Confidential Advisor will not be disclosed except at your direction and with your written [consent](#). North Park University's [Confidential Employees](#) are the Campus Pastor, Athletic Chaplain, and staff in Counseling Support Services and Health Services. See [Appendix E](#) for contact information.
- D. In all situations except those involving violence or non-consensual sex, you may seek mediation. See Informal Complaint Procedure below.

RESPONSE TO SEXUAL VIOLENCE

In cases of [sexual violence](#), the key initial concerns are the safety and welfare of the victim and preservation of evidence. Practical guidance on steps to take in the immediate aftermath of sexual violence is set forth in [Appendix F](#).

REPORTING SUSPECTED VIOLATIONS OF THIS POLICY AND COMPLAINTS

- A. Any person who is a member of the North Park community and believes that he or she has witnessed, or been subjected to Prohibited Conduct by any other

member or members of the North Park community (including campus visitors) may file a complaint. Complaints may also be initiated by [Responsible Employees](#) based upon information they receive. Ideally, complaints should be made promptly in order to help assure a just and appropriate determination. However, there is no specific time limit on when a complaint may be made.

- B. Suspected violations and complaints may be reported electronically by using the LiveSafe App. Select the "Message Campus Security" under the Emergency Options. The LiveSafe App can be used anonymously if you do not wish to disclose your identity.
- C. If the subject of the complaint is a [student](#), the complaint is directed to the Wellness Education and Title IX Coordinator.
- D. If the subject of the complaint is a member of the faculty or staff, the complaint is directed to the EO Coordinator/Deputy Title IX Coordinator: the Director of Human Resources.
- E. If the person bringing the complaint is uncomfortable complaining to the individuals and offices identified above or is otherwise unclear as to where a complaint should be directed, guidance may be sought from any [Responsible Employee](#) or a [Confidential Employee](#).

1.

F. Complaint Procedure

1. You may request either an Informal or Formal Complaint Procedure. The University will strive to honor that request. However, the Title IX Coordinator in consultation with the EO Coordinator or a Title IX Deputy Coordinator may determine the complaint should be handled through the formal complaint procedure. This determination is made based on the severity of the alleged offense and whether or not there is a previous history of complaints against the accused.

2. Informal Complaint Procedure
 - a. The Title IX Coordinator or appropriate Deputy Coordinator will attempt an informal resolution of the complaint directly and privately with the person complained against, maintaining the anonymity of the [complainant](#) if he or she requests it, to the degree possible.

-OR-
 - b. The Title IX Coordinator or appropriate Deputy Coordinator and the [complainant](#) will seek an informal resolution of the complaint by meeting together with the subject of the complaint. The Title IX Coordinator or appropriate Deputy Coordinator will serve as mediator.
 - c. The latter approach is not appropriate in situations involving physical contact or threats. In other situations, it will be taken only if the [complainant](#) agrees. In either approach, the Coordinator will help to clarify the parameters of appropriate conduct.
 - d. Each party may be accompanied during the informal procedures by an advocate of his or her own choice.
 - e. An informal complaint will be considered to have been resolved when all parties have stated their acceptance of the outcome of this procedure in writing to the official who has directed the procedure. It should be noted that in some instances, e.g., where the conduct in question has the potential to affect other members of the community, the University may determine that further action is necessary despite the parties' resolution of the issue.
3. Formal Complaint Procedure: Unless the responsible Coordinator has already decided that the Formal Complaint Procedure must be followed, a

[complainant's](#) request that the formal procedure be followed triggers a preliminary inquiry into the facts by the responsible Coordinator (or designee). The purpose of the preliminary inquiry (which may consist solely of an interview of the complainant) is to determine whether there are grounds for further action, i.e., whether there is a reasonable basis for believing that a violation of the University's policy may have occurred.

The following process is followed:

- a. If the subject of the [complaint](#) is a seminary [student](#), the Dean of Seminary Students or Title IX Coordinator shall be the responsible coordinator.
- b. If the subject of the complaint is a [student](#) outside the seminary, the Dean of Students or Title IX Coordinator shall be the responsible coordinator.
- c. If the subject of the complaint is a member of the faculty or staff, the Director of Human Resources or Title IX Coordinator shall be the responsible coordinator.
- d. If the responsible coordinator determines there are grounds for further action, the responsible coordinator will:
 - (1) Assign investigator(s)
 - (2) Notify the [complainant](#) of the investigator(s)
 - (3) Notify the subject of the [complaint](#) ([respondent](#)) of the allegations and the names of the investigator(s)
 - (4) Offer the [complainant](#) and [respondent](#) the opportunity to request a replacement of one investigator within 48 hours after the complainant and respondent are provided the investigator(s) names

- (a) The formal request to replace one investigator must be submitted in writing to the responsible coordinator.
 - (b) If the request is granted, the responsible coordinator will assign a replacement investigator.
- e. The investigator(s) will
 - (1) Offer the [complainant](#) an opportunity to present all information supporting the complaint, including suggesting questions to be posed to the subject of the complaint.
 - (2) Endeavor to interview any witnesses identified by the [complainant](#).
 - (3) Offer the subject of the complaint an opportunity to present all information in his/her defense, including suggesting questions to be posed to the [complainant](#).
 - (4) Endeavor to interview any witnesses identified by the subject of the complaint
 - (5) Endeavor to protect the privacy of all persons involved in the investigation, to the degree possible.
 - (6) Review any additional applicable evidence (e.g., security tapes, incident reports, student or personnel files).
 - (7) Determine, based on all the information presented, whether the complaint is substantiated. In making the determination, the investigator(s) use a preponderance of the evidence standard, i.e. is it more likely than not that the violation occurred.
 - (8) Complete an Investigation Summary, which may include recommended sanctions if the complaint is substantiated.

The Investigation Summary is presented to the responsible coordinator for review and final determination

- f. The responsible coordinator will review the Investigation Summary and affirm, reverse, or amend the investigator's recommendation.
- g. If the responsible coordinator determines at the preliminary inquiry stage that there are no reasonable grounds to pursue an investigation, the responsible coordinator will inform the [complainant](#) and close the matter. If the responsible coordinator or investigator(s) determines after the full investigation that the complaint is not substantiated, the responsible coordinator will inform the complainant and the subject of the complaint of the determination and shall close the investigation.
- h. If the [complainant](#) disagrees with a determination that there are no grounds to proceed with an investigation or that a complaint is not substantiated, he/she may appeal the decision utilizing the appeal/grievance procedures set forth in the Student Handbook, Staff Handbook, or Manual of Academic Personnel Policies, as appropriate based on the status of the complainant.
- i. If the responsible coordinator determines that the complaint is substantiated, the responsible coordinator will identify appropriate corrective action, including, but not limited to, sanctions against the subject of the complaint.
 - (1) If the subject of the complaint is a staff member, the Director of Human Resources (who serves as the EO/ Deputy Title IX Coordinator) will determine the sanction in consultation with the investigator, staff member's supervisor and any other University official deemed appropriate. An appeal of the sanction may be taken to the appropriate Dean or Vice

President at Step 3 of the Grievance Procedure set forth in the Staff Handbook.

- (2) If the subject of the complaint is a [student](#), the responsible coordinator will determine the sanction(s). The responsible coordinator may consult with the investigator(s).
 - (a) The subject of the complaint may accept or deny the sanctions.
 - (i) If the subject accepts the sanction(s) the complaint is considered resolved.
 - (ii) If the subject denies the sanction(s) then the following occurs:
 - (b) If the sanction is severe, i.e., suspension or dismissal, the responsible coordinator will refer the matter for hearing before the student conduct panel, except that any hearing will be private, the responsible coordinator will serve as the University Representative, another coordinator who has not previously been involved with the complaint will serve as Panel Chair, and both the [complainant](#) and [student respondent](#) will have the right to request substitution of one panel member. If the complaint involves a claim of non-consensual sex or other [sexual violence](#), the panel shall not include student members, unless both the complainant and student respondent agree otherwise. Any appeal of the student conduct panel shall be taken to the Vice President for Student Engagement in accordance with the Title IX appeal process set forth in the Student Handbook.

- (b) All other sanctions will be levied directly by the responsible coordinator, but the decision will be subject to the Title IX appeal process set forth in the Student Handbook.
 - (c) Both [complainant](#) and [respondent](#) have the right to appeal. The Title IX appeal process can be found in the Student Handbook.
- (3) If the subject of the complaint is a faculty member, the Director of Human Resources (who is the EO/Deputy Title IX Coordinator) will determine the sanction in consultation with the Provost or Dean of the Seminary.
 - (a) In the case of Tenured, Tenure-Track, and Professional Faculty, if the sanction is severe, i.e., suspension or dismissal, the Provost or Dean of the Seminary will proffer charges pursuant to Section 7.1.5.2 of the Manual of Academic Personnel Policies (MAPP) or Seminary Faculty Manual. A determination whether the severe sanction will be imposed will be made utilizing the procedures in the remainder of Section 7.1 or the Seminary Faculty Manual, whichever is applicable, except that any hearing will be private, the EO/Deputy Title IX Coordinator will assist the Provost or Dean of the Seminary throughout the [proceeding](#), and the [complainant](#) will be accorded the same rights to participate in the hearing as the charged faculty member.
 - (b) Except as specified in the immediately preceding paragraph, all sanctions against faculty will be levied

directly by the Provost or Dean of Seminary. An appeal may be taken to the President utilizing the grievance process in the Manual of Academic Personnel Policies (MAPP) or Seminary Faculty Manual.

- j. If the subject of the complaint is the decision-maker outlined in the procedure above, or in any other circumstance in which a change in identity of investigators or decision-makers is warranted, the President may appoint other appropriate senior-level administrators to hear the complaint and the defense, and to determine appropriate discipline, if any. During hearings, no direct cross-examination will be permitted, and if desired, neither party need testify in the presence of the other party. Nor is the [complainant](#) required to appear at the hearing. The University will make arrangements to assure that both parties are able to hear all evidence presented.
- k. Both parties will receive written notification of the Formal Complaint Proceeding outcome at the same time, no later than seven days after the conclusion of the [proceeding](#). The notification will include information regarding appeal rights.
- l. Appeals may be based on the following grounds, in addition to any grounds specified in the Student Handbook, Staff Handbook, or Manual of Academic Personnel Policies (whichever applies):
 - (1) A procedural error.
 - (2) New information that substantially changes the outcome of the finding.
 - (3) The sanction is disproportionate with the violation.

- m. Written notice of the determination on appeal will be provided no later than seven days after the conclusion of the review on appeal.

G. Interim Measures

During the pendency of the Formal Complaint Proceeding, the University, at its discretion, may take temporary measures to ensure the integrity of the [proceeding](#) and to safeguard the [complainant](#), [respondent](#) and the University community. Such measures may include changes to academic location, schedule, or campus housing situation, limiting or suspending access to University facilities and events or regulating continued interaction between the complainant and the subject of the complaint.

H. Timeframe for Completion of Complaint Proceeding

1. The Informal Complaint Proceeding will be concluded within thirty days of the date the process is initiated, absent extenuating circumstances.
2. The Formal Complaint Proceeding consists of multiple steps.
 - a. The investigatory portion of the process, including the determination and, if appropriate, recommendation of sanctions, will be completed within thirty days of the date the process is initiated, absent extenuating circumstances (e.g., unavailability of a critical witness) justifying a delay.
 - b. The hearing portion of the process (if applicable) will be promptly completed in accordance with the handbook/manual governing the process.
 - (1) In the case of a student conduct panel, the determination by the hearing panel will be made within thirty (30) days of an investigatory finding substantiating the complaint, absent extenuating circumstances.

- (2) In the case of a faculty appeals and sanctions committee hearing, the President's recommendation for final action will be transmitted to the Board of Trustees within thirty (30) days of the faculty appeals and sanctions committee's determination.

I. Records of Proceedings

An official confidential record will be kept of all informal and formal complaints. The record will ordinarily consist of a statement of the complaint itself, a list of meetings and conversations that comprised the [proceeding](#) (identifying the time and place of meetings and the participants) and a statement by the responsible coordinator directing the proceeding as to the resolution of the complaint. A copy of the responsible coordinator's resolution will be provided to both the [complainant](#) and the charged party subject to FERPA privacy restrictions. All materials and records shall be confidential to the degree possible, and shall be maintained separately from regular personnel or student files. However, in the event that a complaint is substantiated, documentation reflecting any resulting discipline may be placed in the offending person's disciplinary or personnel file, and the complainant notified in writing if such notification is consistent with applicable law. In the event of a hearing or appeal, all parties will be allowed access to the complete records of proceedings, subject to FERPA privacy restrictions, but are not allowed copies.

RIGHTS AND OBLIGATIONS OF THE PARTIES

- A. Allegations of Prohibited Conduct are generally sensitive in nature, can have a far-reaching impact and may result from differing perceptions. Accordingly, it is imperative that such allegations be treated with respect for the privacy of the individuals involved and be determined by an objective, informed third party if they are not resolved privately. To this end, the University stresses that allegations should not be publicly disseminated. At the same time, any effort to intimidate

the complaining party, a witness, or the subject of the complaint by any means, including confrontation outside this procedure, is prohibited. The North Park community will not tolerate [retaliation](#) against or [intimidation](#) of those who, in good faith, make complaints, participate in an internal investigation, or participate in an outside agency or court case, just as it will not tolerate the misuse of such complaints or this procedure for an improper purpose. Our collective goal is to ensure that our community is one where all members can work, live and learn with dignity and in freedom.

B. [Complainants](#) and [respondents](#) shall both be provided with the following in connection with the resolution process of alleged violations of this policy:

1. A copy of all relevant policies and procedures which apply to the allegation(s).
2. Notification of resources available both on campus and in the community.
3. The opportunity to speak on their own behalf.
4. Provisions for the prompt, fair, and impartial investigation of all complaints, including the opportunity for the parties to present witnesses and other evidence.
5. The opportunity to submit other information on their behalf.
6. Upon request, the [complainant](#) or the [respondent](#) may be provided the opportunity to review any information that will be offered by the other party in support of the other party's position (to the greatest extent possible and consistent with the Family Educational Rights and Privacy Act (FERPA) or other applicable law). This information may not be copied, photographed or taken into possession.
7. The parties shall have the same opportunity to be accompanied to any related meeting or [proceeding](#) by an advocate. For all cases, the advocate

may not speak on behalf of the individual during, or participate directly in, meetings or other proceedings. The purpose of the advocate is to provide support.

8. The opportunity to request the University to take reasonable and necessary action to prevent further unwanted contact between [complainant](#) and the [respondent](#) including, but not limited to, the immediate relocation of one of the parties to safe alternate housing and transfer of classes, if requested, if such changes are reasonably available.
 9. The opportunity to request other changes to their academic, living, transportation, and working situations if requested and if such accommodations are reasonably available.
- C. The information and opportunities outlined above are provided regardless of whether the [complainant](#) chooses to report the alleged policy violation to campus police or local law enforcement.
- D. Victims of [sexual violence](#), relationship violence or [stalking](#) will be provided with a concise notification of applicable rights at the time they file a complaint. The content of the notice is set forth in [Appendix E](#). See also [Appendix F](#).
- E. Advocate - All parties have the same opportunity to be accompanied to any meeting or [proceeding](#) related to the investigation or determination of a complaint by an advocate. The advocate may not speak on behalf of the individual during, or participate directly in, meetings or other proceedings.
1. On-Campus: The University has appointed and trained certain members of the campus community to serve as Title IX Advocates. Title IX Advocates can attend any meetings with the [respondent](#) or [complainant](#), answer questions, provide information on legal rights and protections, provide

information on campus resources, and help file complaints with the Title IX Coordinator or a Deputy Coordinator if assistance is needed.

An updated list of On Campus Advocates can be found at www.northpark.edu/Title-IX.

The [complainant](#) or [respondent](#) is not limited to individuals on the list and may choose another member of the community.

2. Off-Campus: a [respondent](#) and [complainant](#) have the right to seek an advocate outside the university community. Outside representation is at the respondent's or complainant's own expense.

RETALIATION PROHIBITED

[Retaliation](#) is defined as adverse action against an individual who has (1) complained about alleged Prohibited Conduct, (2) participated as a party or witness in an inquiry, investigation or hearing relating to such allegations, or (3) participated as a party or witness in a court [proceeding](#) or administrative investigation relating to such allegations. Retaliation by any member of the campus community, including [students](#), faculty, and staff, is prohibited by state and federal law and violates North Park Policy. Some examples of unlawful retaliation include:

1. A professor giving a [student](#) a lower grade because s/he reported [harassment](#);
2. A [student](#) barring a classmate from membership in a student-run organization because s/he filed a complaint with the Title IX coordinator;
3. A member of Campus Safety refusing to investigate an incident because a [student](#) filed a prior complaint under the University's anti-discrimination policy;
4. Any member of the campus community encouraging others not to participate in an investigation relating to a complaint of [discrimination](#);

5. Denying a campus employee a raise or promotion because he or she participated in a faculty disciplinary hearing;
6. Posting (or threatening to post) negative statements, potentially embarrassing photos, or revealing private information on social media because of participation in a complaint [proceeding](#);
7. Threats or acts of violence.

[Retaliation](#) is strictly prohibited.

CONFIDENTIALITY

To the extent permitted by law, the confidentiality of all parties involved in the resolution of alleged or suspected violations of this policy will be observed, provided that it does not interfere with the University's ability to conduct an investigation and take any corrective action deemed appropriate by the University.

FABRICATED ALLEGATIONS

Any allegations suspected to be fabricated for the purpose of harassing the [respondent](#) or disrupting the University's operations are subject to these investigation and grievance procedures. A determination that allegations were intentionally fabricated for an improper purpose could result in disciplinary action.

OUTSIDE REMEDIES

Nothing in this policy is intended to restrict an individual's right to pursue legal remedies in any agency or court and a person is not required to use this complaint resolution procedure before pursuing outside remedies. At the same time, the right of a member of the North Park community to prompt and equitable resolution of complaints under this policy is not withdrawn by the individual's concurrent pursuit of legal remedies, such as the filing of a charge with federal, state or local agencies, initiating a lawsuit, or pursuit of a criminal complaint. While external [proceedings](#) may take precedence over internal procedures in those instances where access to all relevant information is limited as a

result of the external proceeding, both external proceedings (e.g., prosecution of a criminal complaint) and internal proceedings (i.e., completion of the Formal Complaint Proceeding) occur concurrently.

APPENDIX A - EDUCATION PROGRAMS

A. Primary Prevention and Awareness Programs

The University will provide primary prevention and [awareness programs](#) for all incoming [students](#) and new employees that include the following:

1. a statement that the University prohibits the offenses of [domestic violence](#), [dating violence](#), [sexual assault](#), and [stalking](#) and a description of the University's policies that prohibit this conduct
2. the definition of [consent](#), in reference to sexual activity, as defined by Illinois law and University policy
3. the definition of [domestic violence](#), [dating violence](#), [sexual assault](#), and [stalking](#) under Illinois law and University policy
4. the definition of [retaliation](#) as it relates to [sexual violence](#)
5. information about reporting violations to the University, law enforcement, and/or a confidential advisor
6. information about existing counseling, health, mental health, victim advocacy, legal assistance, and other services available for [student](#) and employee [complainants](#) both on-campus and in the community
7. information about options for, and available assistance in, changing academic, living, transportation, and working situations, if so requested by the [complainant](#) and if such accommodations are reasonably available, regardless of whether the complainant chooses to report the crime to campus police or local law enforcement
8. strategies for [bystander intervention](#) and [risk reduction](#)

B. Ongoing Prevention and Awareness Campaigns

The University will also provide ongoing prevention and awareness campaigns for [students](#) and employees that include the information covered in the primary prevention and [awareness programs](#).

C. Training for Personnel Involved in Complaint Intake, Complaint Resolution, or Survivor Services

1. Title IX coordinators and investigators shall receive 8 to 10 hours of annual training on issues related to [sexual violence](#), relationship violence, and [stalking](#) and the conduct of complaint resolution procedures in addition to the training specified in Paragraph 2 below.
2. Title IX coordinators, investigators, responsible persons and confidential advisors shall receive annual survivor-centered and trauma-informed response training.

APPENDIX B - EXTERNAL RESOURCES

If you wish to see a counselor outside of the North Park University community, we suggest the following:

1. Porchlight Counseling Services
Porchlight provides unlimited free counseling to college students at offices throughout Chicago.
(847) 328-6531(office)
(773) 730-7077(helpline)
<http://www.porchlightcounseling.org/index2.php>
2. RAINN: Rape, Abuse & Incest National Network
RAINN is the nation's largest anti-sexual assault organization.
(800) 656-HOPE (helpline)
<https://www.rainn.org/>
3. Rape Victim Advocates
(312) 443-9603
<http://www.rapevictimadvocates.org/>
4. Swedish Covenant Hospital (Closest Medical Facility)
(773) 878-8200
<http://www.swedishcovenant.org/>
5. YWCA - Sexual Assault Support Services
Operating 24 hours a day, 7 days a week, the Rape Crisis Hotlines provide free numbers where survivors of [sexual assault](#) and their significant others can call to receive confidential, immediate assistance.

(888) 293-2080

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

APPENDIX C - DEFINITIONS

A. Awareness Program

Communitywide and audience specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

B. Bias

The attitudes or stereotypes that affect our understanding, actions, and decisions in an unconscious manner.

1. Implicit biases are pervasive and are related but not distinct mental constructs of a reasonable person.
2. Explicit biases are attitudes and beliefs a reasonable person has about a person or group on a conscious level. Explicit biases and their expression can arise as the direct result of a perceived threat.

C. Bystander Intervention

Safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of [dating violence](#), [domestic violence](#), [sexual assault](#), or [stalking](#). This includes recognizing situations of potential harm and understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking actions to intervene.

D. Coercion

Use of pressure to compel another individual to initiate or continue sexual activity against an individual's will. Coercion may be physical, but also includes a wide range of non-physical behaviors, including [intimidation](#), manipulation, verbal threats, and blackmail. A person's words or conduct are sufficient to constitute coercion if they wrongfully impair another individual's freedom of will and ability to choose whether or not to engage in sexual activity. Examples of coercion

include threatening to “out” someone based on sexual orientation, gender identity, or gender expression and threatening to harm oneself if the other party does not engage in the sexual activity.

E. Confidential Employees

Confidential, contracted or third party employees who are not mandated reporters and are required to maintain the confidentiality of information shared with them with very limited exception. Confidential employees do not have to report any disclosures of sexual misconduct to the Title IX Coordinator.

F. Complainant

A person who reports he or she has been subjected to [discrimination](#), [harassment](#), or related [retaliation](#).

G. Consent

1. Consent to sexual activity requires voluntary, positive agreement between the participants to engage in a specific sexual activity. Consent is active, not passive. Signals of consent must be part of a mutual and ongoing process, offered freely and knowingly.
2. It is the responsibility of the person who initiates the sexual activity to make sure that he/she has the other person’s consent.
3. It is important to remember:
 - a. Silence, by itself, cannot constitute consent.
 - b. Failure to resist does not constitute consent.
 - c. The manner of dress, or seemingly flirtatious conduct or speech does not constitute consent.
 - d. Consent to one sexual act does not constitute or imply consent to a different sexual act.

- e. Consent to a sexual act with one person does not constitute or imply consent to a sexual act with another person.
 - f. Previous consent cannot imply consent to future sexual acts. Consent is required regardless of the parties' relationship status or sexual history together.
 - g. Consent can be withdrawn at any time.
 - h. A verbal "no," even if it may sound indecisive or insincere, always indicates a lack of consent.
4. Communicating consent:
- a. Consent to sexual activity can be communicated in a variety of ways, but one should presume that consent has not been given in the absence of clear, positive agreement.
 - b. While verbal consent is not an absolute requirement for consensual sexual activity, verbal communication prior to engaging in sex helps to clarify consent. Communicating verbally before engaging in sexual activity is imperative. However potentially awkward it may seem, talking about your own and your partner's sexual desires, needs, and limitations provide a basis for a positive experience.
 - c. Consent must be clear and unambiguous for each participant at every stage of a sexual encounter. The absence of "no" should not be understood to mean there is consent.
5. Incapacity to consent (including, but not limited to, the effects of alcohol and drugs):
- a. A person who is unable to understand the nature of the activity cannot give knowing consent.

- b. Incapacity to consent exists when a person is asleep, unconscious, underage, or mentally or physically incapacitated.
- c. Mental or physical incapacity may also result through the effect of drugs or alcohol. For purposes of this policy, incapacity should be presumed whenever a person is believed to be under the influence of either alcohol or drugs.
- d. The use of alcohol or drugs may seriously interfere with the participants' judgment about whether consent has been sought and given.
- e. Being under the influence of alcohol or drugs does not absolve the initiator of sexual activity from responsibility to obtain clear consent.
- f. Being under the influence of alcohol or drugs does not make the non-initiating party responsible for the non-consensual sexual conduct.

H. Dating Violence

Violence committed by a person who has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship will be determined by factors such as length, type, and frequency of interaction.

I. Discrimination

Unequal, adverse treatment of an individual because of his or her race, color, national origin, sex, age, disability, veteran's status, or other protected status, as those terms are defined by applicable local, state, and federal law.

J. Domestic Violence

Violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, a person similarly situated under domestic or family violence law, or anyone else protected under domestic or

family violence law. Domestic violence can be a single event or a pattern of behavior.

K. Force

Use of physical violence, threats, [intimidation](#) and/or [coercion](#).

L. Harassment

Verbal, emotional, or physical conduct related to a person's [protected class](#) that unreasonably interferes with an individual's work or academic performance or creates an intimidating or hostile work or educational environment.

M. Hostile Environment

Unwelcome conduct by an individual or individuals against another individual based upon her/ his [protected class](#) that is sufficiently severe or pervasive that it alters the conditions of education or employment and creates an environment that a reasonable person would find intimidating, hostile, or offensive.

N. Impaired

Temporary incapacity to evaluate or control conduct, because the person is unconscious, asleep, intoxicated or under the influence of drugs or for any other reason is physically unable to communicate or grant [consent](#).

O. Impartial Proceeding

A [proceeding](#) that is completed within reasonably prompt timeframes designated by an institution's policy, including a process that allows for the extension of timeframes for good cause and with written notice to the accuser and the accused of the delay and the reason for the delay.

Must be conducted in a manner that:

1. Is consistent with the institution's policies and transparent to both parties;
2. Includes timely notice of meetings at which the [complainant](#) and the [respondent](#) or both, may be present

3. Provides timely and equal access to the [complainant](#), the [respondent](#) and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings
4. Conducted by officials who do not have a conflict of interest or [bias](#) for or against the [complainant](#) or the [respondent](#).

P. [Incapacitation/Impairment](#)

Incapacity to evaluate or control conduct, because an individual is unconscious, asleep, intoxicated, or under the influence of other drugs or, for any other reason, physically, mentally or legally unable to communicate or grant [consent](#).

Q. [Intimidation](#)

Unlawfully placing another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

R. [Ongoing Prevention and Awareness Campaigns](#)

Programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing [dating violence](#), [domestic violence](#), [sexual assault](#), and [stalking](#), using a range of strategies with audiences throughout the university.

S. [Position of Power](#)

Members of the North Park community who hold a position of authority. Examples of positions of authority are: faculty members, officer of SGA, work supervisor, Vice President, and Resident Director/Assistant. This is not an exhaustive list.

T. [Primary Prevention Program](#)

Programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop [dating violence](#),

[domestic violence](#), [sexual assault](#), and [stalking](#) before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe [bystander intervention](#), and seek to change behavior and social norms in healthy and safe direction.

U. Proceeding

All activities related to a non-criminal resolution of an institutional disciplinary complaint, including but not limited to, fact-finding investigations, formal or informal meetings, and hearings.

V. Protected Class

North Park University has a strong commitment to principles of equal employment opportunity and equal access to education. University does not discriminate on the basis of age, color, disability, ethnic origin, genetic information, gender, nationality, race, religion, or veteran status, or any other category protected by federal, state, or local law in its educational programs, admissions policies, financial aid, employment, or other university-administered programs.

The policy is enforced by University and by applicable laws such as Title IX of the Education Amendments of 1972, Title VI and Title IX of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Florida Civil Rights Act of 1992.

W. Public Indecency

Exposing portions of one's body in such a manner that it may be seen by someone who reasonably could be offended.

X. Racial, Religious, and Ethnic Harassment

[Harassment](#) on the basis of race, color, religion, or national origin can include verbal or physical behavior that explicitly or implicitly demeans the race, color,

religion, or national origin of an individual or individuals or draws unwanted attention to such characteristics.

Y. Rape

The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the [consent](#) of the victim.

Z. Respondent

A person who is charged with committing acts of [discrimination](#), [harassment](#), [retaliation](#) or violence or other conduct prohibited by University policy.

AA. Responsible Employee

A “responsible employee” is a university employee who has the authority to redress [sexual violence](#), who has the duty to report incidents of sexual violence or other [student](#) misconduct, or who a student could reasonably believe has this authority or duty. A responsible employee must report to the Title IX Coordinator all relevant details about the alleged sexual violence shared by the victim and that the university will need to determine what happened – including the names of the victim and alleged perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident.

BB. Reasonable Measures

Any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution and should include any sanctions imposed by the university.

CC. Retaliation

An individual’s adverse action against another person because that person has filed a complaint or participated in an investigation. Retaliation is prohibited by North Park University policy.

DD. Risk Reduction

Options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

EE. Sex Discrimination

An umbrella term encompassing multiple types of actions involving the unfavorable treatment of an individual or a group of identifiable individuals based on gender.

FF. Sexual Assault

An offense that meets the definition of [rape](#), fondling, incest, or statutory rape as used in the FBI's UCR program.

GG. Sexual Exploitation

Occurs when a person or group of people take advantage of another person by doing something sexual in a non-consensual, abusive, or unjust manner. Examples include nonconsensual video or audio taping of a sexual activity, nonconsensual photography of a sexual nature, [voyeurism](#), knowingly transmitting a sexually transmitted infection (STI) or HIV, or prostituting another person.

HH. Sexual Harassment

[Harassment](#) on the basis of sex includes verbal or physical behavior that explicitly or implicitly demeans the gender of an individual, draws unwanted attention to gender, and unwanted attention of a sexual nature. Sexual Harassment can be verbal, visual or physical.

One type of [sex discrimination](#) under Title IX. The U.S. Department of Education's Office for Civil Rights (www.ed.gov/ocr) states that sexual harassment is "unwelcome conduct of a sexual nature." That is, "any unwelcome conduct of a sexual nature."

II. Sexual violence

Includes [sexual assault](#) and acts of sexual misconduct such as inducing [incapacitation](#) for sexual purposes and sexual exploitation. Sexual violence is divided into five categories. Any of these acts constitute sexual violence, whether attempted or completed. Additionally, all of these acts occur without the victim's freely given [consent](#), including cases in which the victim is unable to consent due to being too intoxicated (e.g., incapacitation, lack of consciousness, or lack of awareness) through their voluntary or involuntary use of alcohol or drugs.

1. [Rape](#) or penetration of victim – This includes completed or attempted, forced or alcohol/drug facilitated unwanted vaginal, oral, or anal insertion. Forced penetration occurs through the perpetrator's use of physical [force](#) against the victim or threats to physically harm the victim.
2. Victim was made to penetrate someone else – This includes completed or attempted, forced or alcohol/drug facilitated incidents when the victim was made to sexually penetrate a perpetrator or someone else without the victim's [consent](#).
3. Non-physically pressured unwanted penetration – This includes incidents in which the victim was pressured verbally or through [intimidation](#) or misuse of authority to [consent](#) or acquiesce to being penetrated.
4. Unwanted sexual contact – This includes intentional touching of the victim or making the victim touch the perpetrator, either directly or through the clothing, on the genitalia, anus, groin, breast, inner thigh, or buttocks without the victim's [consent](#).
5. Non-contact unwanted sexual experiences – This includes unwanted sexual events that are not of a physical nature that occur without the victim's [consent](#). Examples include unwanted exposure to sexual situations (e.g., pornography); verbal or behavioral [sexual harassment](#); threats of sexual

violence to accomplish some other end; and /or unwanted filming, taking or disseminating photographs of a sexual nature of another person.

JJ. Student

An individual who is registered at the University, either full or part-time, in a credit or continuing education course or courses who have either paid or made arrangement for payment of tuition and fees.

KK. Stalking

A pattern of repeated, unwanted, attention and contact that causes a reasonable person fear or concern for one's own safety or the safety of someone else or to suffer substantial emotional distress.

LL. Voyeurism

Trespassing, spying, or eavesdropping.

APPENDIX D - MEDICAL AMNESTY/GOOD SAMARITAN POLICY

As members of this community, [students](#) have a responsibility to each other. Students should take active steps to protect the safety and well-being of each member of our community.

[Students](#) are sometimes reluctant in alcohol and/or drug-related emergencies to seek medical attention on behalf of themselves or another student out of fear that they (or the other student) may face sanctions for the use or possession of drugs or alcohol. This reluctance may result in potentially life-threatening situations. North Park seeks to reduce barriers to obtaining needed assistance and create a culture of trust, care, safety, and responsibility.

To encourage [students](#) to obtain the help they or their fellow students need without fear of disciplinary penalty or retribution, this Good Samaritan/Medical Amnesty Policy has been adopted. This policy may be invoked by the person in need of assistance and by the person calling for assistance. Neither student will be charged with violating University policy prohibiting the use or possession of drugs or alcohol as a result of reporting alcohol and/or other drug-related emergencies to the proper authorities (9-1-1, Residence Life and Housing staff, Campus Security Officers), for the purpose of seeking medical or safety assistance.

This policy refers to isolated incidents only. It does not:

excuse or protect those who flagrantly or repeatedly violate the North Park Community Standards;

preclude disciplinary action regarding other violations of Community Standards, such as causing or threatening physical harm, sexual abuse, damage to property, [harassment](#), or hazing; or

prevent action by local and state authorities.

APPENDIX E - SEXUAL VIOLENCE SURVIVOR NOTIFICATION OF RIGHTS AND OPTIONS

A. Rights & Options

If you are a victim of [sexual assault](#), [dating violence](#), [domestic violence](#) or [stalking](#), you have the following rights and options:

1. You have a right to report or not report the incident to North Park University and/or Law Enforcement.
 - a. Reports to the Campus Pastor, Athletic Chaplain, Counseling Support Services and Health Services are confidential.
 - b. Your privacy will be respected to the greatest extent possible no matter to whom you make a report.
2. You have a right to receive assistance from the University in notifying law enforcement, upon your request.
3. You have a right to request interim protective measures and accommodations from the University, including:
 - a. Changes to academic, living, dining, working, and transportation situations.
 - b. A no-contact order.
4. You also may seek a no-contact order or order of protection from the state court.

The University can provide you with assistance, upon your request, to access and navigate campus and local health and mental services, counseling, and advocacy services.

B. Resources

1. Title IX Coordinator:
 - a. Kim Edstrom Schiller
Wellness Education and Title IX Coordinator
(773) 244-6276, keschiller@northpark.edu

2. Deputy Title IX Coordinators:
 - a. Ingrid Tenglin
Director of Human Resources
(773) 244-5601, itenglin@northpark.edu

 - b. Elizabeth Fedec
Dean of Students
(773) 244-5664, efedec@northpark.edu

 - c. Deb Auger
Seminary Dean of Students and Community Life
(773) 244-6222, dauger@northpark.edu

3. [Confidential Employees:](#)
 - a. Campus Pastor 773-244-4982, jpeterson@northpark.edu

 - b. Counseling Support and Health Services 773-244-4897,
counseling@northpark.edu, healthservices@northpark.edu

 - c. Athletic Chaplain 773-244-4983

4. Sexual Assault Crisis Center
 - a. YWCA - Sexual Assault Support Services

Operating 24 hours a day, 7 days a week, the Rape Crisis Hotlines provide free numbers where survivors of [sexual assault](#) and their significant others can call to receive confidential, immediate assistance.

(888) 293-2080

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

b. RAINN: Rape, Abuse & Incest National Network

(800) 656-HOPE (helpline)

<https://www.rainn.org/>

c. Rape Victim Advocates

(312) 443-9603

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

d. Swedish Covenant Hospital (Closest Medical Facility)

(773) 878-8200

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

5. Law Enforcement

a. Campus Safety and Security

773-244-5600

dgooris@northpark.edu

b. Chicago Police Department

Emergency: 911

Non-Emergency: 311

C. Summary of Complaint Procedure

If you choose to make a complaint under the University's Policy Against Discrimination, Harassment, Sexual Violence, Relationship Violence and Retaliation, the following procedure applies:

1. The Title IX Coordinator or a Deputy Coordinator will conduct a preliminary inquiry.
2. At the end of the preliminary inquiry, if the responsible Coordinator determines there is a reasonable basis for believing that a violation of the University's policy may have occurred, one or more investigators will be assigned to conduct a formal investigation of your complaint.
3. You will have an opportunity to present all facts relating to the complaint and identify witnesses. You will have the right to be accompanied by an advisor of your choice. The individual you identify as a perpetrator ("[Respondent](#)") will have the same rights to provide facts, identify witnesses, and be accompanied by an advisor.
4. At the end of the investigation, the investigator will determine whether it is more likely than not that a violation of the Policy occurred.
5. The investigator's conclusion is reviewed by the responsible Coordinator who issues a final decision, including any appropriate sanctions against the [respondent](#).
6. Depending on the status of the [respondent](#) ([student](#), faculty, staff member) and the severity of the sanction, the respondent may have a right to request a hearing.
7. If a hearing occurs, you have a right to participate.
8. Both you and the [respondent](#) have a right to appeal the final decision.

APPENDIX F - PROCEDURES TO FOLLOW IN CASE OF SEXUAL VIOLENCE

- A. If you have been a victim of a sex offense, [domestic violence](#), [dating violence](#), [sexual assault](#), or [stalking](#):
1. And are in immediate danger, call 911
 2. Are on campus and need immediate medical assistance, contact the Office of Counseling and Health Services at 773-244-4897 and Campus Safety and Security at 773-244-5600.
 3. Are off campus and need immediate medical assistance, go to Swedish Covenant Hospital, 2739 West Foster Avenue, Chicago, IL, 773-878- 8200 or the nearest hospital or police station. Swedish Covenant Hospital will contact a University staff person to assist you and to provide counsel and support. (If you go to another hospital or police station, ask them to contact the Office of Counseling and Health Services at 773-244-4897 and Campus Safety and Security at 773-244-5600, once a release of information is signed. All services regarding [sexual violence](#) are free, including a medical forensic examination.)
 4. But are not in immediate danger or in need of immediate medical assistance, you may seek support and counseling from the following offices:
 - a. [Responsible Employees](#)
 - (1) Residence Life 773-244-5555
 - (2) Dean of Students 773-244-5565
 - (3) Wellness Education and Title IX Coordinator 773-244-6246
 - (4) Seminary Student Services 773-244-6219
 - (5) Human Resources 773-244-5601

(6) Campus Safety and Security 773-244-5780

b. [Confidential Employees](#)

(1) Campus Pastor 773-244-4982

(2) Counseling Support and Health Services 773-244-4897

(3) Athletic Chaplain 773-244-4983

- B. Third Party/Bystander Reporting: It is common on college campuses for people to hear of or witness situations of [sexual violence](#), [dating violence](#), [coercion](#) or [sexual assault](#). In these situations, we encourage bystanders and third parties to report the information they know. They can do so by
1. Contacting the Title IX Coordinator, Title IX Deputy Coordinator and any [Responsible Employee](#) listed above.
 2. Anonymously report through the LiveSafe App by selecting the "Message Campus Security" under the Emergency Options
- C. Evidence should be preserved: if a [rape](#) has occurred, refrain from bathing, showering, washing hands, or changing clothing before the medical exam. (The decision to press charges does not have to be made at this time. However, following these procedures will help preserve this option for the future.)
- D. The location where the assault occurred should not be disturbed; avoid touching or moving anything until Campus Safety and Security or police have investigated.
- E. Attempt to recall the physical description of the offender (clothing worn, age, height, weight, hair color, facial hair, etc.). It may be helpful to write the description down; details may be forgotten, especially in stressful circumstances.
- F. Promptly report incidents of [sexual violence](#) to Campus Safety and Security and consider reporting the incident to the appropriate police department. Reports and victims will be treated with respect and confidentiality.

- G. The victim may request that an advocate accompanies the victim during questioning and that a campus security officer of the same gender as the victim conduct the questioning.
- H. Report the incident to the Title IX Coordinator, a Title IX Deputy Coordinator, or a [Responsible Employee](#).
- I. Learn more about who these individuals are at <http://www.northpark.edu/about/title-ix>
- J. Seek support from a good friend, family member or another person with whom you feel comfortable. If you don't have someone to turn to, contact a Title IX Advocate, [Responsible Employee](#), or the External Resources identified in [Appendix B](#).

APPENDIX G - CAMPUS RESOURCES - CONTACT INFORMATION

A. [Responsible Employees](#)

1. Residence Life 773-244-5555
Johnson Center, Center for Student Engagement, 1st floor
2. Dean of Students 773-244-5655
Johnson Center, Center for Student Engagement, 1st floor
3. Wellness Education and Title IX Coordinator, 773-244-6276;
Johnson Center, Center for Student Engagement, 1st floor
4. Seminary Student Services 773-244-6219
Nyvall Hall, 1st floor
5. Human Resources 773-244-5601
Old Main, 3rd floor
6. Campus Safety and Security 773-244-5780
Magnuson Campus Center, 1st floor

B. [Confidential Employees](#)

1. Campus Pastor 773-244-4982
Johnson Center, Center for Student Engagement, 1st floor
2. Counseling and Health Services 773-244-4897
3317 W. Foster Ave.
3. Athletic Chaplain 773-244-4983

Johnson Center, Center for Student Engagement, 1st floor