

# **Sexual and Relationship Violence Resource Guide for Syracuse University Students 2024-25**

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## What is Title IX?

Title IX of the Education Amendments of 1972 states, "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." protects people from discrimination based on gender in education programs and activities that receive federal financial assistance." (20 U.S.C.D. 1681 - 1688)

Title IX requires that institutions of higher education take immediate and effective steps to end sexual harassment and sexual violence on campus.

This guide is one way that Syracuse University hopes to educate students on their rights under Title IX, resources to assist students on how to get support after an incident has occurred, where students can go to file a report, what interim actions can be taken to support students and information about the investigation and conduct process.

## Role of the Title IX Coordinator

The Title IX Coordinator has primary responsibility for coordinating the efforts of Syracuse University to comply with and carry out its responsibilities under Title IX. The Title IX Coordinator for Students oversees the University's response to reports and complaints that involve possible sex discrimination, including reports of sexual violence, gender-based harassment, relationship and domestic violence, and stalking in which a student is the respondent. The Title IX Coordinator for Students ensures a fair, equitable and prompt process for all involved; monitors outcomes; identifies and addresses any patterns; and assesses effects on the campus climate so that the University can address issues that may impact the community. All reports of violations of the Syracuse University Policy on Sexual Misconduct, Sexual Harassment, Relationship Violence and Stalking in which students are respondents are directed to the Title IX Coordinator for Students.

Upon receipt of a report of Prohibited Conduct, regardless of whether a Complainant chooses to pursue a Formal Complaint, the Title IX Coordinator (or designee) will provide Supportive Measures, as reasonable, available, and appropriate. Respondents are also eligible for Supportive Measures as reasonable, available, and appropriate.

## Syracuse University Title IX Coordinators

- When students are respondents:

Pam Peter

Director/Title IX Coordinator for Students

Student Title IX Case Management

005 Steele Hall, Syracuse University

Syracuse, NY 13244

[titleix@syr.edu](mailto:titleix@syr.edu) | 315.443.0211

- When faculty or staff are respondents:

Sheila Johnson-Willis

Chief, Equal Opportunity and Title IX Officer (also designated as the Title IX Coordinator for Faculty and Staff)

Office of Equal Opportunity, Inclusion and Resolution Services

629 Skytop Road, Syracuse University

Syracuse, NY 13244

[equalopp@syr.edu](mailto:equalopp@syr.edu) | 315.443.4018

The Title IX Coordinators are trained on the definition of Prohibited Conduct, the scope of the University's Education Program or Activity, how to conduct an investigation and resolution process.

## Definitions

### Complainant

Complainant refers to an individual who is reported to have experienced Prohibited Conduct, regardless of whether the individual makes a report or seeks disciplinary action.

### Respondent

Respondent refers to an individual who has been accused of Prohibited Conduct.

## Resources for Complainants

### Privacy and Confidentiality

Syracuse University is committed to providing safe and supportive spaces for students who have been impacted by sexual and relationship violence. The University simultaneously strives to maintain a safe learning and living environment for all students in a manner that is consistent with state and federal laws. It is important for students to be well informed regarding the confidential resources available to them in the event that they have experienced sexual or relationship violence.

The Sexual and Relationship Violence Response Team, Counseling Therapists, University Health Care Providers, Chaplains at Hendricks Chapel, and the University Ombuds (graduate students only) are all considered to be privileged and confidential resources. These individuals are neither required nor permitted to provide any identifying information regarding an incident of sexual assault or relationship violence to any outside party without the consent of the student involved in the incident. More specifically, these individuals will not provide any identifying information about a reported incident of sexual assault or relationship violence to the Syracuse University Title IX Coordinator for Students or any law enforcement agency without a complainant's permission.

- The Sexual and Relationship Violence Response Team at the Barnes Center at the Arch Counseling (315.443.8000, and press “1”) provides privileged and confidential support, advocacy and counseling for survivors of sexual and relationship violence and can be accessed 24 hours a day, seven days a week.
- Barnes Center at the Arch Health: 315.443.8000, and press “0.”
- Hendricks Chapel Chaplains: 315.443.2901.
- The University Ombuds and their staff (for graduate students only): 315.443.1087.

All employees of Syracuse University other than those mentioned above are considered “responsible employees.” As such, they are responsible for the culture of the University and compliance with University policies. Thus, they are required to report any incident of sexual harassment, sex discrimination, sexual or relationship violence, including the identities of both the affected student and alleged perpetrator, to the Title IX Coordinator for Students. Examples of “responsible employees” include staff members who work in Student Experience or Academic Affairs (e.g., all faculty, resident advisors, athletic team coaches and academic advisors).

## Additional Campus Support

Student Outreach and Support (315.443.4357) serves as a central support hub to help students and their families manage crises, life traumas, and other concerns or barriers that impede success. The office works to address the needs of students who are impacted by sexual assault, relationship violence and other forms of gender related bias through a variety of interventions, referrals, and advocacy and follow-up services. Case Managers from Student Outreach and Support are available to provide support to all students involved in University processes, including the University Student Conduct Process, and with all Title IX related concerns, as well as providing supportive measures, explanations and follow-up.

## Additional Resources, Off-Campus

- Vera House is an off-campus agency providing confidential and privileged resources to those affected by domestic and sexual violence. 24-hour crisis and support line: 315.468.3260.
- New York State Domestic and Sexual Violence Hotline: 1.800.942.6906. (Text messages can be sent to 844.997.2121)
- New York State Division of Human Rights: <http://www.dhr.ny.gov/>.
- U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov/>.
- U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/about/offices/list/ocr/know.html>.
- Syracuse Police Department Abused Persons Unit: 315.435.3016.
- New York State Police: 1.844.845.7269.

## Reporting Options

Should a student impacted by sexual assault, relationship violence, sexual harassment or stalking choose to disclose such behavior, as the reporter, you have the right to make a report to the Department of Public Safety, local law enforcement and/or state police, or choose not to report; to report the incident to your institution; to be protected by the institution from retaliation for reporting an incident; and to receive assistance and resources from your institution.

Members of the Sexual and Relationship Violence Response Team (315.443.8000, and press “1”) provide confidentiality and are available to discuss reporting options with students.

If a student chooses to file a complaint, the following resources are available for reporting:

- Title IX Coordinator for Students
  - Location: 005 Steele Hall; Phone Number: 315.443.0211; Email: [titleix@syr.edu](mailto:titleix@syr.edu)
- Equal Opportunity, Inclusion, and Resolution Services (if the respondent is an employee of the University)
  - Location: 621 Skytop Road, Suite 1001; Phone Number: 315.443.4018
- Emergency access is available for reporting at:
  - Department of Public Safety
    - Location: 005 Sims Hall; Phone Number: 315.443.2224
  - Syracuse Police Department (Abused Persons Unit)
    - Location: 511 S. State St., Syracuse, NY 13202; Phone Number: 315.435.3016
  - New York State Police
    - 24-Hour Dedicated Hotline: 1.844.845.7269
- In addition, anonymous reporting is available through “TIPS” at 315.443.TIPS (8477) or online at <http://publicsafety.syr.edu/>.

Students have the option to pursue a criminal complaint with the appropriate law enforcement agency, to pursue a formal complaint through the University Conduct process, to pursue both processes consecutively or concurrently, or to pursue neither option. In cases involving alleged criminal conduct, the Department of Public Safety will assist a student in making a criminal complaint if desired. Any criminal complaint will be forwarded to the appropriate law enforcement agency.

Complainants have the right to obtain legal counsel for any Title IX related process. Complainants will have access to a case manager in Student Outreach and Support at 315.443.4357 that can provide procedural guidance and support to students going through the Title IX process.

Case managers are not able to provide any legal counsel. Support provided by a case manager includes help understanding procedures, attending meetings with students for support, and assisting with supportive measures

such as academic support and connections to resources. Complainants going through a formal Title IX hearing will have access to a legal advisor to assist throughout the hearing process provided by the University.

## Resources for Respondents

Respondents may have questions regarding Title IX Regulations and Processes. A Respondent may have received a letter notifying them of an investigation or requesting their participation in a Title IX process. Contact Student Title IX Case Management at 315.443.0211 or [titleix@syr.edu](mailto:titleix@syr.edu) to talk through any specific questions or concerns related to your Title IX case.

Being involved in a Title IX process can be stressful, and it may impact a Respondent's well-being and/or ability to focus on school. Respondents that may have additional support needs like access to academic support, concerns navigating a No Contact Order, or help getting connected to other support resources such as mental health support can reach out to Student Outreach and Support at 315.443.4357 or [studentsupport@syr.edu](mailto:studentsupport@syr.edu) for assistance.

Confidential mental health support through Barnes Center at the Arch Counseling at 315.443.8000 is available to help process through the situation and get additional support.

Respondents have the right to obtain legal counsel for any Title IX related process. Respondents will have access to a case manager in Student Outreach and Support at 315.443.4357 who can provide procedural guidance and support to students going through the Title IX process.

Case managers are not able to provide any legal counsel. Support provided by a case manager includes help understanding procedures, attending meetings with students for support, and assisting with supportive measures such as academic support and connections to resources. Respondents going through a formal Title IX hearing will have access to a legal advisor to assist throughout the hearing process provided by the University.

## Supportive Measures

Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to a Complainant or Respondent, before or after the filing of a Formal Complaint or where no Formal Complaint has been filed. Such measures are designed to restore or preserve equal access to the University's Education Program or Activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the campus community, or deter Prohibited Conduct. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties (also known as No Contact Orders), changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. Additional relief such as protective orders may be available through the criminal and/or family court process.

Individuals may contact the Sexual and Relationship Violence Response Team 24/7 at 315.443.8000, dial "1," a Case Manager in Student Outreach and Support at 315.443.4357, a Counselor in Barnes Center at the Arch Counseling at 315.443.8000, or the Title IX Coordinator for Students at 315.443.0211 or [titleIX@syr.edu](mailto:titleIX@syr.edu) to discuss or request supportive measures. The University will maintain as confidential any supportive measures

provided to a Complainant or Respondent, to the extent that maintaining such confidentiality would not impair the ability of the University to provide the supportive measures.

## University Processes for Resolution of Complaints

Members of the Sexual and Relationship Violence Response Team, Student Outreach and Support, and the Title IX Coordinator for Students are available to discuss all University options for resolving complaints. When a student has decided to officially report an incident of sex discrimination to the University, the Title IX Coordinator (or designee) will discuss informal and formal options for resolving the complaint. The Title IX Coordinator will honor the request of Complainants whenever possible. However, if students request that their name not be revealed or asks that the University not investigate or seek action against the alleged Respondent, the Title IX Coordinator will inform them that honoring the request may limit its ability to respond fully to the incident, including pursuing disciplinary action against the Respondent.

If the Complainant still requests their name not be disclosed to the alleged Respondent or that the University not investigate or seek action against the alleged respondent, the Title IX Coordinator will need to determine whether or not the University can honor such a request while still providing a safe and nondiscriminatory environment for all students, including the student who reported sex discrimination. The Title IX Coordinator may determine the need to move forward with a complaint in a case where the impacted student does not wish to act as the Complainant.

If the Respondent is an employee of the University, the incident may be reported to the Title IX Coordinator for Faculty and Staff, Equal Opportunity, Inclusion, and Resolution Services, 621 Skytop Road, Suite 1001, 315.443.4018.

The Complainant may withdraw a complaint or involvement from the University's process at any time.

### Informal Resolution

The University may resolve reports informally, as appropriate based on the circumstances. An Informal Resolution provides a mechanism for the University to take prompt action through the imposition of individual and community remedies designed to maintain or restore access to the educational, extracurricular and employment activities at the University and to remedy the impacts of conduct on members of the community. Informal Resolution is available only once a Formal Complaint has been filed, prior to a determination of responsibility, and if all impacted parties and the University voluntarily consent to the process in writing. Informal Resolution is not available in cases in which an employee or faculty member is alleged to have engaged in Title IX Sexual Harassment with a student.

The University will never require a student who files a complaint sexual harassment or violence to work out the complaint directly with the Respondent through mediation or other types of conflict resolution. Complainants may withdraw formal complaints at any time, but the University may be compelled to continue the associated investigation or conduct process. The University will evaluate the appropriateness of resolution options on a case-by-case basis.



## Formal Resolution

Formal resolution is the process through which a formal complaint is filed with the Syracuse University Title IX Coordinator for Students for the purpose of investigation and formal resolution through Community Standards. In these cases, the matter is evaluated using a preponderance of evidence standard (more likely than not) as to whether the alleged offender violated the Sexual Harassment, Abuse, and Assault Prevention Policy and/or the Code of Student Conduct.

## Bill of Rights

All students have the right to:

1. Make a report to local law enforcement and/or state police.
2. Have disclosures of domestic violence, dating violence, stalking and sexual assault treated seriously.
3. Make a decision about whether or not to disclose a crime or violation and participate in the judicial or conduct processes and criminal justice process free from pressure by the institution.
4. Participate in a process that is fair, impartial, and provides adequate notice and meaningful opportunity to be heard.
5. Be treated with dignity and to receive from the institution courteous, fair and respectful health care and counseling services where available.
6. Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations.
7. Describe the incident to as few institution representatives as practicable and not be required to unnecessarily repeat a description of the incident.
8. Be protected from retaliation by the institution, any student, the accused and/or the respondent and/or their friends, family and acquaintances within the jurisdiction of the institution.
9. Access to at least one level of appeal of a determination.
10. Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused or respondent throughout the judicial or conduct process, including during all meetings and hearings related to such process.
11. Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the institution.

## If You Have Recently Experienced a Sexual Assault

- Call the Sexual and Relationship Violence Response Team at 315.443.8000, dial “1,” to discuss options and support services available.
- Try to preserve all physical evidence. Do not bathe, shower, drink, brush your teeth, wash your hands or try to change your clothes until you have a medical examination in the event there is any possibility that you want to make a police report now or sometime in the future. If you remove your clothing, place it in a paper bag to prevent deterioration of evidence.
- Seek medical attention as soon as possible after a sexual assault, even if you choose not to have an examination to collect evidence. A healthcare professional can assess for any possible injuries, provide emergency contraception (if needed) and screen for sexually transmitted infections.
  - This examination needs to be done at an area emergency department. There are specially trained nurses known as Sexual Assault Nurse Examiners (SANE) at all Syracuse emergency departments.
- Testing and treatment for sexually transmitted infections, HIV and pregnancy are available by appointment at Barnes Center at the Arch Health at 315.443.8000, dial “0.”
- Please know that you can still choose to have an exam done even if you have changed clothing, bathed, showered or douched. If you changed, take the clothing worn at the time of the assault to the hospital in a paper bag, as plastic may destroy important evidence.
- If you suspect that you might have been given a drug, testing is available through Barnes Center at the Arch Health during their office hours. However, this testing cannot be used as evidence for criminal prosecution. If you are considering prosecution, a urine sample should be collected through a hospital emergency department.
- If you would like to report the incident for criminal prosecution, contact the Department of Public Safety at 315.443.2224, 711 from campus phones or #SU from cellular phones, or the Syracuse Police Department at 315.435.3016.
- If you would like to report the incident as a complaint for resolution through the student conduct system, contact the Title IX Coordinator for Students at 315.443.0211.
- If you are concerned about payment of medical expenses related to examination after a sexual assault, the Sexual and Relationship Violence Response Team can inform you of available financial assistance.
- The aftermath of sexual violence can be emotional and difficult. Self-care is a key part of the healing process. Listen to your emotions, intuition and instincts, and do not feel pressured to do anything beyond your level of comfort. Individuals impacted by sexual assault find it helpful to talk with a counselor while coping with the effects of trauma following an assault.

# Syracuse University Sexual Harassment, Abuse, and Assault Prevention Policy Statement and Definitions

Syracuse University is committed to cultivating and maintaining an environment that is supportive of its primary educational mission and free from discrimination and harassment. The University prohibits, and will respond promptly and equitably, to reports of Sexual Harassment, which includes Sexual Assault, Dating Violence, Domestic Violence, Stalking, and Sexual Exploitation as well as other forms of prohibited conduct defined in The Sexual Harassment, Abuse, and Assault Prevention Policy. The full policy is available on the [Sexual Harassment, Abuse, and Assault Prevention Policy webpage](#).

The University's Sexual Harassment, Abuse, and Assault Prevention Policy prohibits Sexual Harassment, Sexual Assault, Dating and Domestic Violence, Stalking, and Sexual Exploitation, which, collectively, constitute "Prohibited Conduct." The individual terms are defined as follows:

## Sexual Harassment

Sexual Harassment is a collective term that includes more specific forms of Prohibited Conduct as follows:

1. Title IX Sexual Harassment is conduct on the basis of sex that satisfies one or more of the following:
  - a. Actions by a University faculty or staff member conditioning the provision of an aid, benefit or service of the University on an individual's participation in unwelcome sexual conduct;
  - b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to the University's education program or activity; or
  - c. Sexual Assault, Dating Violence, Domestic Violence, and Stalking, as defined below.
2. Other forms of Sexual Harassment: Consistent with Title VII of the Civil Rights Act of 1964 and the recognition that Sexual Harassment may also occur in a wider variety of contexts, the University also defines Sexual Harassment to include any sexual advance, request for sexual favors, or other unwelcome conduct of a sexual nature, whether verbal, non-verbal, graphic, physical, electronic or otherwise, when one or more of the following conditions are present:
  - a. Submission to or rejection of such conduct is either an explicit or implicit term or condition of, or is used as the basis for decisions affecting, an individual's employment or advancement in employment, evaluation of academic work or advancement in an academic program, or basis for participation in any aspect of a University program or activity (quid pro quo); or
  - b. The conduct is sufficiently severe, pervasive or persistent that it has the purpose or effect of unreasonably interfering with, limiting or depriving an individual from participating in or benefiting from the University's learning, working or living programs under both an objective and subjective standard (hostile environment). In evaluating whether a hostile environment exists, the University will evaluate the totality of known circumstances, including, but not limited to:
    - i. The frequency, nature and severity of the conduct;
    - ii. Whether the conduct was physically threatening;
    - iii. The effect of the conduct on the Complainant's mental or emotional state;
    - iv. Whether the conduct was directed at more than one person;
    - v. Whether the conduct arose in the context of other discriminatory conduct;

- vi. Whether the conduct unreasonably interfered with the Complainant's educational or work performance and/or University programs or activities;
- vii. Whether the conduct implicates academic freedom or protected speech; and,
- viii. Other relevant factors that may arise from consideration of the reported facts and circumstances.

## Sexual Assault

Sexual assault is having or attempting to have sexual contact with another individual without affirmative consent, or where the individual cannot affirmatively consent because of age or temporary or permanent mental incapacity (see below for definition of affirmative consent and incapacitation). Sexual contact includes:

1. Sexual intercourse (anal, oral, or vaginal), including penetration with a body part (e.g., penis, finger, hand or tongue) or an object, or requiring another to penetrate themselves with a body part or an object, however slight;
2. Sexual touching of the private body parts, including, but not limited to, contact with the breasts, buttocks, groin, genitals or other intimate part of an individual's body for the purpose of sexual gratification; or
3. Attempts to commit Sexual Assault.

## Dating and Domestic Violence

Dating and Domestic Violence includes any act of violence against a Complainant who is or has been involved in a sexual, dating, domestic or other intimate relationship with the Respondent, or against a person with whom the Respondent has sought to have such a relationship, as follows:

1. Domestic Violence includes any act of violence committed by a current or former spouse or intimate partner of the Complainant, by a person with whom the Complainant shares a child in common, by a person who is cohabitating with, or has cohabitated with, the Complainant as a spouse or intimate partner, by a person similarly situated to a spouse of the Complainant under New York state law, or by any other person against an adult or minor Complainant who is protected from that person's acts under New York state law;
2. Dating Violence includes any act of violence committed by a person:
  - a. Who is or has been in a social relationship of a romantic or intimate nature with the Complainant; and
  - b. Where the existence of such a relationship shall be determined based on a consideration of the following factors:
    - i. The length of the relationship;
    - ii. The type of relationship; and
    - iii. The frequency of interaction between the persons involved in the relationship.

Dating or Domestic Violence may also include forms of Sexual Harassment under this policy, including Sexual Assault, Sexual Exploitation and Stalking.

## Stalking

Stalking occurs when a person engages in a course of conduct directed at a specific person under circumstances that would cause a reasonable person to fear for their own safety or the safety of others or suffer substantial emotional distress.

Course of conduct means two or more instances including but not limited to unwelcome acts in which an individual directly, indirectly or through third parties, by any action, method, device or means, follows, monitors, observes, surveils, threatens or communicates to or about a person, or interferes with a person's property. Substantial emotional distress means significant mental suffering or anguish.

Stalking includes the concept of cyber-stalking, a particular form of stalking in which electronic media such as the internet, social networks, blogs, cell phones, texts or other similar devices or forms of contact are used.

## Sexual Exploitation

Sexual Exploitation is any act where one person violates the sexual privacy of another or takes unjust or abusive sexual advantage of another without permission. Acts of Sexual Exploitation may include:

1. Secretly observing another individual's nudity or sexual activity or allowing another to observe sexual activity without the knowledge and permission of all parties involved;
2. Recording, photographing, transmitting, showing, viewing, streaming or distributing intimate or sexual images, audio recordings or sexual information without the knowledge and permission of all parties involved; or
3. Exposing one's genitals or inducing another to expose their own genitals without Affirmative Consent.

In determining whether reported conduct violates this policy, the University will consider the totality of the facts and circumstances involved in the incident, including the nature of the reported conduct and the context in which it occurred. Prohibited Conduct can be committed by or against individuals of any sex or gender and can occur between individuals of the same sex/gender or different sexes/genders. Prohibited Conduct can occur between strangers or acquaintances, as well as persons involved in intimate, sexual, dating, domestic or familial relationships.

## The Syracuse University Definition of Consent

Affirmative Consent (as defined by New York state law under Enough is Enough) is a knowing, voluntary and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of Affirmative Consent does not vary based upon a participant's sex, sexual orientation, gender identity or gender expression.

## Guidance Regarding Consent (Under New York State Law)

- Consent to any sexual act or prior consensual sexual activity between or with any party does not necessarily constitute consent to any other sexual act.

- Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol.
- Consent may be initially given but withdrawn at any time.
- Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity.
- Incapacitation may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs or other intoxicants may be incapacitated and therefore unable to consent.
- Consent cannot be given when it is the result of any coercion, intimidation, force or threat of harm.
- When consent is withdrawn or can no longer be given, sexual activity must stop.

## Amnesty for Reporting Individuals

The health and safety of every student at Syracuse University is of utmost importance. Syracuse University recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that violence including, but not limited, to domestic violence, dating violence, stalking or sexual assault occurs may be hesitant to report such incidents due to fear of potential consequences of their own conduct. Syracuse University strongly encourages students to report domestic violence, dating violence, stalking or sexual assault to institution officials. A bystander acting in good faith or a reporting individual acting in good faith that discloses any incident of domestic violence, dating violence, stalking or sexual assault to Syracuse University's officials or law enforcement will not be subject to Syracuse University's Code of Student Conduct for violations of alcohol and/or drug use policies occurring at or near the time of the commission of the domestic violence, dating violence, stalking or sexual assault.

## Retaliation

The University prohibits Retaliation under this policy. Retaliation means to intimidate, threaten, coerce or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or this policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding or hearing under this part. Intimidation, threats, coercion or discrimination, including charges against an individual for conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX or this policy, constitutes Retaliation.

## How to File a Title IX Complaint with the Office for Civil Rights (OCR)

Anyone who believes that an education institution that receives federal financial assistance has discriminated against someone on the basis of race, color, national origin, sex, disability or age can file a complaint with the

Office for Civil Rights (OCR). The person or organization filing the complaint need not be a victim of the alleged discrimination but may complain on behalf of another person or group.

## Timeliness

A complaint must be filed within 180 calendar days of the date of the alleged discrimination, unless the time for filing is extended by OCR for good cause shown under certain circumstances.

## Institutional Grievance Procedures

Prior to filing a complaint with OCR against an institution, a potential complainant may want to find out about the institution's grievance process and use that process to have the complaint resolved. However, a complainant is not required by law to use the institutional grievance process before filing a complaint with OCR.

If a complainant uses an institutional grievance process and also chooses to file the complaint with OCR, the complaint must be filed with OCR within 60 days after completion of the institutional grievance process.

## How to File an Online Complaint

Complainants wishing to file a complaint may do so by:

- Mail or Fax: Complainants may mail or send by facsimile a letter or use the OCR's Discrimination Complaint Form available from one of OCR's enforcement. In your correspondence, please include:
  - The complainant's name, address and, if possible (although not required), a telephone number where the complainant may be reached during business hours;
  - Information about the person(s) or class of persons injured by the alleged discriminatory act(s) (names of injured person(s) are not required);
  - The name and location of the institution that committed the alleged discriminatory act(s); and
  - A description of the alleged discriminatory act(s) in sufficient detail to enable OCR to understand what occurred, when it occurred, and the basis for the alleged discrimination (race, color, national origin, sex, disability, age or the Boy Scouts of America Equal Access Act).
- Email: Complainants may file a complaint, using the following email address: [ocr@ed.gov](mailto:ocr@ed.gov). Use the same procedures as above.
- Online: Complainants may file a complaint with OCR using OCR's electronic complaint form at the following website: <https://www2.ed.gov/about/offices/list/ocr/complaintintro.html>.

Note: A recipient of federal financial assistance may not retaliate against any person who has made a complaint, testified, assisted or participated in any manner in an investigation or proceeding under the laws listed on the first page of this brochure. If you believe that you have been retaliated against for any of these reasons, you may file a complaint with OCR.

- The OCR office for New York is located at:

Office for Civil Rights  
U.S. Department of Education  
32 Old Slip, 26th Floor  
New York, NY 10005-2500  
Telephone: 646.428.3900  
FAX: 646.428.3843; TDD: 800.877.8339  
Email: [OCR.NewYork@ed.gov](mailto:OCR.NewYork@ed.gov)

- The OCR National Headquarters is located at:

U.S. Department of Education Office for Civil Rights  
Lyndon Baines Johnson Department of Education Bldg.  
400 Maryland Avenue, SW  
Washington, DC 20202-1100  
Telephone: 800.421.3481  
FAX: 202.453.6012; TDD: 800.877.8339  
Email: [OCR@ed.gov](mailto:OCR@ed.gov)

(Source: <http://www2.ed.gov/about/offices/list/ocr/index.html>)

## Syracuse University Non-Discrimination And Equal Opportunity Statement

The University does not discriminate and prohibits harassment or discrimination related to any protected category including creed, ethnicity, citizenship, sexual orientation, national origin, sex, gender, pregnancy, disability, marital status, political or social affiliation, age, race, color, veteran status, military status, religion, sexual orientation, domestic violence status, genetic information, gender identity, gender expression or perceived gender.

Complaints of discrimination or harassment related to any of these protected bases involving faculty or staff should be reported to Sheila Johnson-Willis, the University's Chief Equal Opportunity & Title IX Officer (also the designated Title IX Coordinator for Faculty/Staff). She is responsible for coordinating compliance efforts under the various laws including Titles VI, VII, IX and Section 504 of the Rehabilitation Act. She can be contacted at Equal Opportunity, Inclusion, and Resolution Services, 621 Skytop Road, Syracuse, NY 13244; or by email: [equalopp@syr.edu](mailto:equalopp@syr.edu); or by telephone: 315.443.1520.

Reports of sexual harassment involving students should be reported to Pam Peter, Director/Coordinator of Student Title IX Case Management (also the designated Title IX Coordinator for Students). Pam is located in 005 Steele Hall, Syracuse, NY 13244-2130. She can be reached by email at [titleix@syr.edu](mailto:titleix@syr.edu); or by telephone at 315.443.0211.