

Allegations and Reports of Sexual Misconduct: Effective Institutional Compliance with Title IX and Related Statutes

CCCCD, NCCCD and SCCCCD ERCs | February 10, 2023

Presented By: Pilar Morin



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Allegations and Reports of Sexual Harassment: Effective Institutional Compliance with Title IX and Related Statutes

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Agenda

- Title IX Overview
- Title IX Regulations
- Cal. Fair Employment and Housing Act
- Title 5 of the California Code of Regulations
- Cal. Education Code (SB 493) Overview
- Clery Act
- Overlapping Legal Obligations
- Best Practices to Ensure Compliance



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What is Title IX?



Title IX

Title IX prohibits discrimination:

- In the United States
 - On the basis of sex
 - In education programs or activities
 - Receiving federal financial assistance
-
- Discrimination on the basis of sex can include sexual harassment or sexual violence, such as rape, sexual assault, sexual battery, and sexual coercion.

*20 U.S.C. § 1681 et seq.
34 C.F.R. § 106 et seq.*



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Title IX Regulations



Title IX Developments

- July 2021: OCR issued Q&As on regulations
- August 24, 2021: OCR guidance re statements not subject to cross-examination are admissible
- July 2022: DE published Title IX Notice of Proposed Rulemaking (NPRM)
 - Public comment period ended September 12, 2022
 - Final rules expected May 2023



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Preemption

- To the extent that state law already provides statutes or regulations that protect individuals from sexual harassment or discrimination, a District should comply with both the state requirements and the new regulations
- Conflicts: the Title IX regulations preempt state law

34 CFR § 106.6 (a)



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Title IX Regulations' Sexual Harassment Definitions

- Quid pro quo: An *employee* conditioning an aid, benefit, or service on complainant's participation in unwelcome sexual conduct
- Unwelcome conduct so severe, pervasive, ***and*** objectively offensive that it effectively denies a person equal access to education program or activity; or
- Sexual assault, dating violence, domestic violence, or stalking.

34 CFR § 106.30



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Title IX Sexual Harassment

- Determining severity, pervasiveness, and offensiveness
 - Not applicable to reports of quid pro quo sexual harassment
 - Not applicable to reports of sexual assault, dating violence, domestic violence, or stalking
 - Consider surrounding circumstances, expectations, relationships
 - Reasonable person standard



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Case Study – Application of Title IX

Lucy is a student at Sunshine Community College. The College organizes a study abroad program to Barcelona, Spain. Lucy travels with 10 other students and Professor Kelly to Barcelona. Professor Kelly teaches a math course as part of the program. Lucy meets with Professor Kelly during his office hours to discuss her grade. She expresses concern she won't be getting an A. Professor Kelly leans, places his hand on her thigh and kisses her on the cheek. He tells her not to worry about the class, she will be getting an A. Lucy avoids interacting with Professor Kelly for the remainder of the trip.



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Case Study – Application of Title IX

When they return to California, Lucy tells her boyfriend about the incident who encourages her to file a complaint. She meets with the Title IX coordinator.

Does Lucy's complaint against Professor Kelly fall under Title IX? Why or why not?



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Case Study – Mandatory or Voluntary Dismissal

After meeting with the Title IX Coordinator, Lucy decides to file a formal complaint against Professor Kelly. She completes the form online and emails it to the Title IX Coordinator.

Must the Title IX coordinator issue notice of the allegations and an investigation?



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Title IX - Mandatory Dismissal

Mandatory dismissal when:

- Conduct would not constitute sexual harassment;
- Conduct did not occur within the education program or activity; or
- Conduct did not occur against a person in the United States

34 CFR § 106.45(b)(3)(i)



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Title IX - Discretionary Dismissal

Discretionary dismissal when:

- Complainant withdraws complaint;
- Respondent no longer enrolled or employed; or
- Specific circumstances prevent district from gathering sufficient evidence to reach a determination

34 CFR § 106.45(b)(3)(ii)



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Title IX - Notice of Dismissal

Must provide prompt:

- Simultaneous notice of dismissal to the Parties;
- Include reasons for dismissal; and
- Appeal process

34 CFR §§ 106.45(b)(3)(iii),
106.45(b)(8)(i)



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Assessing Reports of Sexual Harassment & Determining Title IX Obligations



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Actual Notice – Title IX

Notice to a Title IX Coordinator or any **official with authority** to institute corrective measures.

34 CFR § 106.30

- An **official with authority** has the power to institute corrective measures on behalf of the institution; District decides who is an OWA.



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Actual Knowledge – Title IX

If District has actual knowledge of sexual harassment in its education program or activity against a person in the United States:

Must respond in a manner that is not deliberately indifferent.

34 CFR § 106.44(a)



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Compare: Cal. Ed. Code: Duty to Respond

- Primary concern must be student safety
- Must take reasonable steps to respond to incident of sexual harassment,
 - whether occurring in connection with or outside of its educational activities or programs
 - whether occurring on or off campus
- if there is any reason to believe the incident could contribute to a hostile educational environment or otherwise interfere with a student's access to education.

Ed. Code § 66281.8(b)(3)



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Compare: Cal FEHA – Employment Protections Against Sexual Harassment

- Must respond to sexual harassment as defined by California Fair Employment and Housing Act (FEHA)
 - Sex harassment has a different definition under FEHA
 - Supervisors must report under FEHA
- Title IX obligations might conflict with collective bargaining agreements



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Case Study – Actual Knowledge

Professor Kelly is a member of the math program and is responsible for teaching one of the mandatory courses. Lucy is in her final semester and is required to take Professor Kelly's class. Professor Kelly asks to meet with Lucy after the lecture. Lucy stays after class per his request. While they are alone in the classroom, Professor Kelly pushes Lucy against the wall and aggressively kisses her.



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Case Study – Actual Knowledge

He tells her, she's his best student and he cannot stop thinking about them in Barcelona. Lucy pushes him away and runs out of the classroom. She finds a campus police officer and files a police report. By the time the campus police officer walks over to Professor Kelly's classroom, he is gone. Lucy tells her mom and her boyfriend and refuses to attend Professor Kelly's class. She's encouraged to file another complaint against Professor Kelly. Lucy refuses, stating she was ignored before and doesn't trust the College. Lucy's mom receives a copy of the police report and emails it to the Title IX coordinator expressing her anger.



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Case Study - Actual Knowledge

Does the District have knowledge of sexual harassment in its educational program or activity?

If yes, is the District required to take any action?



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Case Study - Actual Notice

Instead of emailing the police report to the Title IX coordinator, Lucy's mom forwards it to Professor Kelly along with a threatening words. In accordance with the District's policy, all instructors are supervisors and are required to report sexual harassment.

Does the District have actual notice of a potential Title IX matter?



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True/False/Maybe

James is the Director of Information Technology. Celia, a student who works in IT, confides in him that she has been sexually assaulted by a coach. The District's policy says that all supervisors have a duty to report sexual harassment in the workplace.

The District now has actual notice of a potential Title IX matter?



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Case Study: Sexual Harassment

Celia, who is a work study student, reports to the Title IX Coordinator the following:

James, the Athletic Director, has told her she can get more hours if she goes out with him. He only asked her out once. He did not reduce her hours when she said no.



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True/False/Maybe

Celia's report does not meet the definition of sexual harassment under Title IX because a reasonable person would not find the conduct so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the institution's education program or activity.



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Case Study & Discussion

Rudy reports to the Title IX Coordinator that he recently broke up with Carlos, another student at the District, who he dated for two years. Carlos raped Rudy in their apartment as Rudy was trying to move out. Rudy and Carlos do not have classes together, but Rudy is afraid of Carlos.

Does the Title IX Coordinator have jurisdiction to file a complaint over the incident that took place in Carlos and Rudy's private apartment?



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Case Study

Rudy is a member of the College's business club. The business club hosts its annual gala at a private residence two blocks away from the College. The business club only pays for the advisement and provides student volunteers. Carlos attends the gala and sees Rudy enter the bathroom. Carlos follows Rudy into the bathroom. While in the bathroom, Carlos sexually assaults Rudy. Carlos threatens to hurt Rudy if he tells anyone.



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Case Study

Rudy meets with the Title IX Coordinator and asks them to please help him. Rudy states he is afraid for his life and doesn't want to be on campus while Carlos is there. Rudy refuses to attend class.



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Case Study

Does the Title IX Coordinator have jurisdiction to file a complaint over the incident that took place at the private residence?

Can the District provide any supportive measures if Rudy does not complain? What are examples of supportive measures?



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Initiating the Title IX Grievance Process



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Discipline: Student & Employees

The district can only discipline if the grievance process is followed and completed:

- *The district must treat the respondent equitably... by following the grievance process before any imposition of disciplinary sanction or actions that are not supportive*

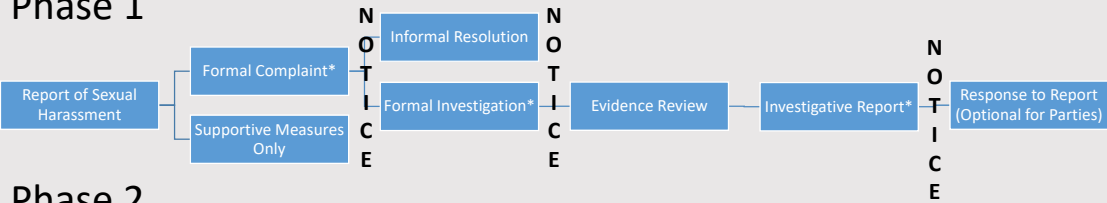
34 CFR §§ 106.44(a), 106.45(b)(1)



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Overview of Grievance Process

Phase 1



Phase 2



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* Potential need for mandatory dismissal

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Title IX - When Does the Grievance Process Apply?

- Formal complaints
 - Not for informal complaints
- Sexual harassment as defined in the Title IX Regulations
 - For anything else follow California Law
- Not for discrimination: treating individual differently/unfavorably because of that person's sex



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Title IX - Grievance Procedures: Triggers

A recipient must follow procedures consistent with section 106.45 in response to a **formal complaint**

34 CFR § 106.44(b)(1)



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Title IX: Formal Complaint

- Document filed by the **Complainant** OR signed by the Title IX Coordinator
- Alleging sexual harassment AND requesting investigation

34 CFR §106.30(a)



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Title IX: Complainant

- The alleged *victim* of sexual harassment
 - Must be participating in or attempting to participate in the district's education program or activity
 - 3rd parties can report, but no 3rd party complaints

34 CFR 106.30(a)



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Title IX: No Formal Complaint Signed by Complainant

- If the alleged conduct falls under Title IX but the Complainant refuses to submit a formal complaint, the Coordinator must:
 - Become the signatory (but will not become the complainant) OR
 - Close the report



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Formal Complaint by Title IX Coordinator

Considerations

- Complainant's wishes
- Ability to conduct investigation without Complainant's participation
- District's need to protect campus safety
 - Respondent in position of authority
- Nature of alleged harassment
 - Multiple reports against same respondent



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Case Study

Three days after Lucy takes her last final exam and before commencement, Lucy's mom emails the Title IX Coordinator a copy of the police report and asks that the District please protect her daughter. The Title IX Coordinator contacts Lucy and talks to her on the phone. Lucy refuses to file a complaint and states she will not participate in any investigation. Professor Kelly is scheduled to participate in commencement.



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Case Study

Did Lucy's mom make a formal complaint? Discuss.

Is Lucy participating in or attempting to participate in the District's education program or activity?

Does the Title IX Coordinator have actual notice?



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Case Study

After numerous discussions between Lucy and the Title IX Coordinator, Lucy refuses to file a complaint. However, she agrees to participate in the District's investigation but only if Professor Kelly does not attend commencement.



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Grievance Procedures: Triggers

Should the Title IX Coordinator sign the complaint?

Has the Title IX grievance process been triggered?

Can the District agree to Lucy's request?



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Grievance Procedures

- Grievance process (your District policies and procedures) must:
 - Provide remedies
 - Presume respondent is not responsible
 - Require objective evaluation of all relevant evidence

34 CFR § 106.45(b)(1)



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Grievance Procedures

- Grievance process must (cont'd):
 - Avoid credibility determinations based on a person's status as a complainant, respondent, or witness
 - Such as, "complainants should react like this.." or "respondents tend to be dishonest"
 - Require Title IX personnel to receive training
 - Be free from conflicts of interest or bias

34 CFR § 106.45(b)(1)



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Grievance Procedures

- Grievance process must: (cont'd)
 - Include reasonably prompt time frames
 - Describe the range of possible remedies and disciplinary sanctions
 - Identify the evidentiary standard (in California the preponderance of the evidence is required)
 - Not use privileged info (unless waived)

34 CFR § 106.45(b)(1)



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Case Study & Discussion

The Title IX Coordinator receives a report from Julie who reports that Rudy is her friend and confided in her about the rape. She also reports that Carlos is stalking and harassing Rudy on and off campus, in person and via cell phone, since they broke up two months ago. Julie has seen Carlos hit Rudy in the past and believes that Rudy is suffering from PTSD as the victim of domestic violence.



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Case Study & Discussion

The Title IX Coordinator contacts Rudy who refuses to file a complaint. Carlos is a popular student athlete and a member of the Model United Nations.

Should the Title IX Coordinator file a Title IX complaint? Why or why not?



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**The Title IX Grievance Process –
Notice, Emergency Removal and
Administrative Leave, Advisors**



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Title IX – Student Emergency Removal

- Available at any point in grievance process
- Possible after an individualized analysis
- Appropriate when **non-employee** Respondent poses immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment
- Must provide notice to Respondent & appeal
- Can be used to remove from class or campus

34 CFR § 106.44(c)



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Title IX or Ed Code: Employee Paid Administrative Leave

- District has authority to place **employee** Respondents on administrative leave during Title IX grievance process or under SB 493 (Ed. Code)
 - Coordinate with HR to ensure compliance with CBAs and Ed Code
 - Example: faculty admin. leave per Ed. Code 87623 (Effective Nov. 4, 2022, title 5 regulations require to complete investigation in 90 days and can only extend with agreement of employee)



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Case Study – Notice of Allegations

The Title IX Coordinator provides Professor Kelly notice of the allegations. The notice includes a copy of the police report and directs Professor Kelly to the District's policy identifying the Title IX procedure. The policy also identifies the grievance process. The notice states the District will follow up with the notice of interview.

Is the notice sufficient?



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Title IX - Notice of Allegations

Must provide written notice to the parties:

- Notice of the grievance process
- Presumption that Respondent is not responsible
- Statement that determination occurs at end of grievance process
- Notice of the allegations (date, location if known)
- Sufficient time to prepare before interview
- Right to advisor
- Right to Evidence Review
- Code of conduct provisions re: false statements and false information

34 CFR § 106.45(b)(2)(i)



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Case Study – Emergency Removal or Emergency Removal

The District places Professor Kelly on paid administrative leave until further notice. In that letter, the District directs Professor Kelly to stay off campus and prohibits him from attending commencement. Unsure of what to do, Professor Kelly immediately calls his union representative.



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Case Study – Emergency Removal or Paid Administrative Leave

Is this an emergency removal?



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Role of Advisors Before Hearing

- Purpose: provide assistance and support to Party
- Individual of the party's choosing: family member, friend, an attorney, a neighbor
- Parties have right to advisor at all times, but required for cross exam
 - May attend investigative interview, participate in evidence review, help party prepare response to investigative report
- May not obstruct interview or disrupt grievance process
- District may require confidentiality agreement



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The Title IX The Grievance Process – Informal Resolution and Formal Investigation



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Informal Resolution

Must provide notice of:

- Allegations
- Rules/requirements of the informal resolution process
- Circumstances under which the IRP precludes Parties from resuming formal complaint arising from the same facts
- Consequences of participating
- Records that will be maintained or could be shared
- Right to withdraw from process

34 CFR § 106.45(b)(9)



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Informal Resolution

- Only after Formal Complaint
- Not required, totally voluntary
 - May not be appropriate for all formal complaints
 - Title IX Coordinator should determine if Informal Resolution is appropriate
 - Requires both Parties' voluntary, written consent
- Title IX Coordinator should not be facilitator
- Understand pros and cons



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True/False/Maybe

Rudy reports to the Title IX Coordinator that he broke up with Carlos last semester. At the time of the breakup, Carlos was a student at the District, but he is no longer enrolled. Rudy recently realized Carlos was stalking him on campus and filed a formal complaint. Carlos, an experienced mechanic, is now an adjunct employee at the District. Rudy has filed a complaint.

The District can offer the parties informal resolution.



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Case Study - The Investigator

The Title IX Coordinator initiates an investigation into Rudy's allegations. An outside investigator experienced with Title IX complaints is retained. Unknown to the Title IX Coordinator, the investigator is Carlos' high school friend. Neither the Investigator nor Carlos disclose their friendship.



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Case Study - The Investigator

Rudy finds out of the existing relationship and notifies the Title IX Coordinator after the investigation report is issued.



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Case Study – The Investigator

Has the District met its duty of conducting an investigation?

What should the Title IX Coordinator do now that it knows of the existing relationship between Carlos and the Investigator?

Is there anything the District could have done to discover the potential conflict prior to the investigation?



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Title IX Investigator

- Title IX Coordinator can serve as the Title IX Investigator
- The Title IX Investigator cannot be the Decision-Maker or the Informal Resolution Facilitator



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The Investigator

- The investigator must:
- Be free of biases and conflicts of interest
 - Conduct the investigation—gather inculpatory and exculpatory evidence
 - Be trained on issues of relevance to create an investigative report that fairly summarizes relevant evidence
 - Write the report



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The Investigation

- Inculpatory evidence tends to support a determination that the respondent's *is* responsible for alleged conduct; evidence that tends to establish guilt
- Exculpatory evidence tends to support a determination that the respondent *is not* responsible for the alleged conduct; evidence that tends to exonerate



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Evidence Review

Complainant and respondent:

- At least 10 days time
- Right to inspect and review evidence *directly related to the allegations*
- Right to submit written response to evidence
- Investigator must consider response before completing report

34 CFR §106.45 (b)(5)(vi)



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True/False/Maybe

After reviewing the evidence, Professor Kelly's advisor, who is a lawyer, requests that the investigator interview a medical doctor as an expert who will provide his opinion that medication taken by Lucy affects her memory.

The parties are allowed to produce expert witnesses to provide evidence.



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The Grievance Process – The Hearing and Determination Regarding Responsibility



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True/False/Maybe

After the District provided the parties notice of the hearing, Professor Kelly contacted the decision-maker and stated he accepted responsibility and wanted to bypass the hearing in order to expedite the disciplinary decision.

Because Professor Kelly admitted responsibility, the decision-maker can issue the determination regarding responsibility without the hearing?



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Hearing

- Opportunity for Parties to appear before a decision maker to respond to the evidence gathered during the investigation
- Neither Party may unilaterally waive the right to a live hearing
 - Can choose whether to participate in the hearing and whether to answer cross-examination questions
- Must presume Respondent is not responsible for alleged conduct



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Role of Advisor – DOE Q&A (July 2021)

- Only required to provide for cross exam, but party has a right to advisor of choice at all times
- District can limit role of advisor:
 - Can attend meetings but may not be proxy for party
 - No role outside of cross examination
 - Party must author questions
- District can allow advisor role to be active:
 - Can conduct opening statement/closing argument
 - Provide guidance through hearing
 - May author questions, may make objections



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Role of Decision-Maker

- Conduct hearing
 - May ask Parties and witnesses questions
- Must objectively evaluate all relevant evidence
 - Including inculpatory and exculpatory evidence
 - No credibility determinations based on status as Complainant, Respondent, or witness
- Must independently reach a determination regarding responsibility
 - Without giving deference to the investigative report



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Responsibilities of Decision-Maker

- Must ensure hearing process is impartial, objective, unbiased, neutral, and independent
 - Cannot have conflict of interest or bias
 - Must be independent from Title IX Coordinator and Investigator
- Can be one person or panel, internal or external



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Case Study: Evidence

Two students, Matt and Shayna were newly dating. One night Matt secretly video taped Shayna having sex with him. Matt shared the video via text with his friends. Shayna learned of the video and filed a formal complaint. The District conducted a Title IX investigation and held a hearing. Matt refused to participate in the hearing because he heard the decision-maker cannot rely on his statements if he didn't appear. Matt considered the video he made his statement, and concluded the decision-maker cannot watch it.



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Case Study: Hearing Procedure and Evidence

Can the hearing officer rely on any statements Matt made, since he did not participate in the hearing?

Can the District use the video as evidence?



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Determination Regarding Responsibility

To both parties simultaneously:

- Identify allegations;
- Procedural steps;
- Findings of fact;
- Conclusions;

34 CFR § 106.45 (b)(7)(ii)



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Determination Regarding Responsibility

To both parties simultaneously:

- Statement and rationale for each determination regarding responsibility;
- Statement regarding whether District will provide remedies for complainant;
- Appeal procedures for complainants and respondents.

34 CFR § 106.45 (b)(7)(ii)



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Title IX - Appeals

- Must offer both parties an appeal from dismissal of a formal complaint/allegations based on:
 - Procedural irregularity;
 - Newly discovered evidence; or
 - A conflict of interest or bias by Title IX personnel
- May offer appeal to both parties on additional bases

34 CFR §106.45 (b)(8)(i) and (ii)



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Retaliation

- Protects everyone who participates from retaliation
 - Such as intimidation, threats, coercion, or discrimination
- Cannot take action against anyone for refusing to participate
 - No threats of discipline for insubordination
- No additional charges for code of conduct violations that arise out of the same circumstances as Title IX report or complaint

34 CFR § 106.71



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Confidentiality

- The District must keep confidential the identity of
 - The complainant, respondent, or witness
 - Except as may be permitted by FERPA; or
 - As required by law



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Record Retention

Retain for at least 7 years:

- Report or complaint
- Actions taken in response
- Investigative report including all evidence and responses from the parties
- Determination regarding responsibility

34 CFR §106.45(c)(10)



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Record Retention

Retain for at least 7 years:

- Recording or transcript from hearing
- Records of sanctions and remedies
- Any appeal and result
- Any informal resolution and result
- Materials used to train Title IX personnel

34 CFR §106.45(c)(10)



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California Fair Employment and Housing Act



Sexual Harassment

- “Sex” includes pregnancy, childbirth, gender, gender identity, transgender, gender expression, and breastfeeding or a medical condition related to breastfeeding
- “Sexual Orientation” includes gay, lesbian, and bisexual individuals



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Gender Identity / Expression

Employers **Must**:

- Permit employees to use the restroom that corresponds to the employee's gender identity/expression
- Refer to employees using the employee's preferred name, gender, and pronouns
- Designate single occupancy facilities using gender-neutral signage



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Key Definitions

SUPERVISOR

- Anyone who has any responsibility or discretion to lead others
 - Those with purely clerical or record-keeping responsibilities are excluded

Government Code Section 12926(r)



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Supervisor Responsibilities

- Report observed/overheard conduct
- Forward reports to Human Resources
 - Third-party complaints
 - Verbal complaints
 - Rumors

Remember:

The word “*harassment*” need not be used to trigger a supervisor’s duty to act



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Unlawful Employment Harassment

- Unwelcome physical, verbal, visual conduct related to or taken because of an employee’s protected classification
- Harassment is **NOT** within the course and scope of employment
- Two types:
 - Quid Pro Quo
 - Hostile Work/School Environment



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Quid Pro Quo Harassment

Job or education benefits promised:

- Explicitly or implicitly
- In exchange for sexual favors **or** denied if sexual favors are not given



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Case Study

Johan has applied for a promotion to work in the District Office. Superintendent Mary invites Johan to lunch to discuss his application.

Is Mary guilty of quid pro quo harassment?

Would your answer be different if...?



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Hostile Work/Education Environment

- Physical, Verbal or Visual Conduct
- Based on a Protected Classification
- Objectively **and** Subjectively Offensive (Unwelcome)
- Severe **or** Pervasive
 - Single Incident May Establish Liability Under FEHA
- Unreasonably interferes with work or learning opportunities



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Consequences, Damages & Liability

- Employers are liable for the conduct of **supervisors** who harass
- Employees can be personally liable for harassment
- Liability can include:
 - Back pay
 - Damages
 - compensatory & punitive



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Title 5 Regulations



Title 5 – District Responsibilities and Policies

- “Community college districts must ensure that their programs and activities are available to all persons without unlawful discrimination. Community college districts shall investigate complaints of unlawful discrimination in their programs and activities, in accordance with the provisions of this subchapter.” (5 CCR § 59320.)
- Each district must establish and adopt written policies consistent with the Title 5 Regulations. (5 CCR § 59322.)



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Title 5 – Protected Characteristics 5 CCR § 59311(d)

“Unlawful discrimination” means unfair or unequal treatment of an individual (or group) based upon an actual or perceived characteristic related to:

- Ethnic group identification,
- National origin
- Immigration status
- Religion
- Age
- Sex, gender, gender identification, gender expression
- Military and veteran status
- Marital status
- Medical condition
- Race
- Color
- Ancestry
- Sexual orientation
- Physical or mental disability,
- Any other characteristic protected under applicable federal or state law



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Title 5 Regulations – Section 59311 Definitions

"Neutral investigator"

Outside investigator or an internal investigator

- not in the chain of command of the respondent,
- not substantially implicated by the allegations in the complaint,
- and who is otherwise impartial.
- properly trained

5 CCR § 59311(d)



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Title 5 Regulations

- Definition of “complaint” includes verbal complaints
- Districts must comply with Title IX regulations
- 90 day timeline and process for obtaining extensions
- Parties get copy of report or administrative determination of findings, action to prevent sustained allegations, proposed resolution, and complainant right to appeal



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Title 5 Regulations – 59336 Paid Administrative Leave (effective Nov. 4, 2022)

If an academic employee is placed on involuntary paid administrative leave, the District’s deadline to complete its investigation is 90 working days from the date the administrative leave started

The District can extend the administrative leave only if the employee agrees, and the extension cannot exceed more than 30 additional calendar days

5 CCR § 59336(d)



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California Education Code Senate Bill 493



Senate Bill 493: Effective Jan. 1, 2022

- Adds additional protections re sexual harassment
- Applies to institutions receiving state financial assistance including California community colleges
- Amended the definition of “sexual harassment” (Cal. Ed. Code § 66262.5.)
- Added procedural requirements for responding to notice of sexual harassment (Cal. Ed. Code § 66281.8.)



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Definition of “Sexual Harassment” Under the Education Code

- “Sexual harassment” means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under certain conditions
- Includes sexual battery, sexual violence, and sexual exploitation

Cal. Ed. Code §§ 212.5



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Knowledge of Sexual Harassment

“A postsecondary institution shall be presumed to know of sexual harassment if a **responsible employee** knew, or, in the exercise of reasonable care, should have known, about the sexual harassment.”

An institution may rebut this presumption of knowledge if certain elements are met.

Cal. Ed. Code § 66281.8(b)(3)(C).



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Definition of “Responsible Employee” Under the Education Code

A “responsible employee” includes an employee:

- With authority to take action to redress sexual harassment or provide supportive measures; or
- With a duty to report sexual harassment to an employee with such authority.



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Who is a Responsible Employee?

- “Responsible employee” includes the following positions or positions with similar job duties (regardless of title):

- Title IX Coordinator
- Residential advisors
- Housing directors, coordinators, or deans
- Athletic directors, coordinators, or deans
- Athletic and academic coaches
- Faculty, associated faculty, teachers, instructors, or lecturers
- Graduate student instructors
- Laboratory directors, coordinators, or principal investigators
- Internship/externship directors or coordinators
- Study abroad program directors or coordinators

Cal. Ed. Code § 66281.8(a)(2)(B).



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Case Study

- Darius Biers is an probationary faculty member who teaches a biology lab class. Tony is a part time employee in the lab and a biology student at the College. Darius assigns Tony work such as which labs to set up and what materials are needed. Tony tells Professor Biers that for the past week, Professor Angela Smith commented on his looks right after class and texted him several sexually explicit jokes while he is working in the lab.



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Case Study con't

Professor Biers does not want to get involved because Professor Smith is on his tenure faculty review committee.

Does Darius have any reporting obligations under the Education Code?

Does it matter that he is worried Professor Randall may retaliate against him?

What consequences does the District face if he fails to report?



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Overview of Education Code Procedural Requirements (SB 493)



Notice of Nondiscrimination

- **Ed. Code** (Cal. Ed. Code §§ 66281.5; 66281.8(b)(1).):
 - Must include the following information:
 - Complaint process information and timeline
 - Where to obtain the specific rules and procedures for reporting charges of sexual harassment and for pursuing available remedies and resources, both on and off campus
 - Must be disseminated to each:
 - Employee of the district
 - Volunteer who will regularly interact with students
 - Individual or entity under contract for services involving regular interaction with students
- **Title 5** (5 CCR § 59326.)
 - Each district must notify students and employees of the provisions of the subchapter on nondiscrimination



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Duty to Respond

- Primary concern must be student safety
- Must take reasonable steps to respond to incident of sexual harassment
 - Whether occurring in connection with or outside of its educational activities or programs
 - Whether occurring on or off campus
- If there is any reason to believe the incident could contribute to a *hostile educational environment or otherwise interfere with a student's access to education*

Ed. Code § 66281.8(b)(3)



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Confidentiality

If a student complainant reporting sexual harassment requests:

- Confidentiality or
- No investigation or
- Disciplinary action

A district must generally grant the request, but must consider safety responsibilities and certain factors.

Ed. Code § 66281.8(b)(3)



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Confidentiality – Factors to Consider

- Whether there are multiple or prior reports against the respondent;
- Whether a weapon, physical restraints or battery was involved;
- Whether the respondent was a faculty or staff member with student oversight;
- The imbalance of power, if any, between the parties;
- The safety of complainant; and
- Whether a thorough investigation can be completed while maintaining the request for confidentiality.

If student complainant's identity will be disclosed, student complainant must receive notice prior to disclosure or investigation and District must take immediate steps to provide for the safety of complainant when appropriate.



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Training Employees

- A district must provide training to each employee engaged in the grievance procedures related to sexual discrimination, including sexual violence. It must include training on:
 - Trauma – informed investigatory and hearing practices that help ensure an impartial and equitable process;
 - Best practices for assessment of a sexual harassment or sexual violence complaint;
 - Best practices for questioning of the complainant, respondent, and witnesses; and
 - Implicit bias and racial inequities, both broadly and in school disciplinary processes.

Cal. Ed. Code §§ 66281.8(b)(6); 67386(b)(12).



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Training Employees and Notice of Obligation to Report

- A district must provide training to all employees on the identification of sexual harassment, including the person to whom it should be reported.
 - A district is not required to provide separate training for identification of sexual harassment. It may include this requirement in existing employee training on sexual harassment.
- A district must notify employees of the obligation to report harassment to appropriate school officials.

Cal. Ed. Code §§ 66281.8(b)(8)-(9).



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Education Code Grievance Procedures: Student Harassment Complaints

- A district must adopt and publish grievance procedures on its website that provide for prompt and equitable resolution of sexual harassment complaints filed by a student against an employee or another student
 - **These grievance procedures do not need to be separate for student sexual harassment complaints;** a district may use student disciplinary procedures or other separate procedures to resolve sexual harassment complaints
- The grievance procedures must
 - Provide a process for a student to report sexual harassment by a third party
 - Must state that this is not an adversarial process (no burden to prove or disprove the underlying allegation(s) of misconduct)
 - Prohibit questions that are repetitive, irrelevant, or harassing.

Cal. Ed. Code §§ 66281.8(b)(4), (c)



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Education Code Grievance Procedures: Student Harassment Complaints

- Must provide notice to all students of the grievance procedures, including where and how complaints may be filed
- Must apply the preponderance of the evidence standard, and provide an explanation of the meaning of that standard
- Must provide a reasonably prompt timeframe and a process for extending timelines for good cause
- Must not unreasonably deny a student party's request for an extension of a deadline during periods of examinations or school closures

Cal. Ed. Code § 66281.8(b)(4)



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Case Study

Professor Darius Biers decides to report what Student Tony told him about Professor Smith's harassment and sexually explicit texts messages to the Human Resources Department.

Should this be covered by Title IX or California law? Explain why?



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Education Code Grievance Procedures: Student Harassment Complaints

Notice to Student Parties

- Both student parties must have the opportunity to have a support or advisory person accompany them during any stage of the process
- Student parties must be advised of their right to consult with an attorney, at their own expense. An attorney may serve as the student's support person or advisor
- Student parties must receive notice of the appropriate counseling resources developed and maintained by the district



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Grievance Procedures – Notice to Student Parties

- A district must provide student parties notice that it is conducting a formal investigation. The notice must include the allegations and the alleged district policy violations under review
 - Any new allegations that arise during the course of the investigation that could subject either party to new or additional sanctions shall be subject to the same notice requirements

Cal. Ed. Code § 66281.8(b)(4)(A)(xvi)



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Education Code Grievance Procedures – Investigation of Complaint

- Provide periodic status updates on the investigation to the complainant and respondent
- Provide written notice to parties of any granted extension in the investigation and fact-finding process and the reason for that extension

Cal. Ed. Code § 66281.8(b)(4)



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Education Code Grievance Procedures

- Grievance procedures must outline:
 - Possible interim measures pending an investigation;
 - Supportive measures that may be provided in the absence of an investigation; and
 - The disciplinary outcomes, remedial measures, and systemic remedies that may follow the final finding of responsibility.

Cal. Ed. Code § 66281.8(b)(4)(A)(xxi)



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Case Study

Assuming that we are going to follow California law, should the District treat Tony like an employee or student? (Remember, he works part time in the biology lab, but he is also a student)

Can Tony argue that the faculty members are his supervisors?



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Education Code Grievance Procedures: Student Harassment

- Any hearing shall be subject to the following rules:
 - Cross-examination of either party or any witness *shall not* be conducted directly by a party or a party's advisor
 - Either party or any witness may request testimony via video from a remote location
 - Student parties shall have the opportunity to submit written questions to the hearing officer in advance. At the hearing, the other party can object
 - Parties may not introduce evidence available, but not identified during the investigation. Hearing officer has discretion

Cal. Ed. Code § 66281.8(b)(4)(A)(viii)



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Education Code – Consideration of Prior or Subsequent Sexual History

- Grievance procedures must include that the investigator or hearing officer shall not:
 - Consider the past sexual history of a complainant or respondent except in certain limited circumstances
 - Consider prior or subsequent sexual history between the complainant and anyone other than the respondent for any reason unless directly relevant to prove that physical injuries were inflicted by another individual
- Before allowing the consideration of any evidence re prior or subsequent sexual history, the investigator or hearing officer shall provide a written explanation to the parties as to why consideration of the evidence is consistent with Cal. Ed. Code § 66281.8(b)(4)(A)(vi)



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Education Code – Investigation of Complaint

- Must be trauma-informed and provide impartial investigation of complaints
- Person or entity responsible for conducting investigations, finding facts, and making disciplinary decisions must be neutral
- Student parties must be given opportunity to identify witnesses and other evidence
- Must inform parties that any evidence available but not disclosed during the investigation might not be considered at a subsequent hearing
- Grievance procedures must include reasonable and equitable evidentiary guidelines

Cal. Ed. Code § 66281.8(b)(4)



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Education Code Grievance Procedures: Student Harassment

- *Cannot mandate mediation to resolve allegations of sexual harassment*
- *Cannot allow mediation to resolve allegations of sexual violence.*

Ed Code § 66281.8(b)(4)(A)(xxi)(I)



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Grievance Procedures – Outcome of Complaint and Next Steps

- District must provide written notice to parties of the outcome of the complaint, including:
 - Whether a policy violation was found to have occurred;
 - The basis for that determination, including factual findings; and
 - Any discipline imposed.
- Grievance procedures must provide assurance that the district will take steps to prevent recurrence of any harassment and to correct its discriminatory effects on the complainant and others, if appropriate

Cal. Ed. Code § 66281.8(b)(4)(A)(xiv)-(xv)



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Grievance Procedures – Appeals

- Grievance procedures must allow either party to appeal the outcome of the grievance proceeding if the district has such an appeals process
 - Unlike the Title IX Regulations, the Ed. Code does not require an appeals process
 - But, Title 5 permits a complainant to submit a written appeal within 30 days (5 CCR §§ 59338, 59339.)
- A district's grievance procedure may limit the grounds for an appeal, provided that any limitation shall apply equally to all parties and that the non-appealing party shall have an opportunity to respond to the appeal

Cal. Ed. Code § 66281.8(b)(4)(A)(xx)



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Legal Obligations Under the Clery Act



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Clery Act

- Applies to districts that receive federal financial aid
- Ensures access to accurate information about crimes on campus and campus security procedures
- Fines may be up to \$62,689 per incident by the U.S. Department of Education, the agency with jurisdiction to enforce the Act



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Campus Security Authority

Campus Security Authority

- Duty to notify responsible individuals (Clery Act coordinator or District police) of alleged Clery Act crimes for reporting.
- CSA include campus police and officials who:
 - Are listed in college's annual security report as an individual to whom reportable criminal offenses should be reported;
 - Are responsible for campus security in addition to policy/security personnel
 - Have significant responsibility for student/campus activities, including student discipline



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Clery Reports

The Clery Act requires Districts to report statistics of certain types of crimes in an annual security report to the U.S. Department of Education and posted on its web page by October 1 of every year.



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Warnings and Notifications

District Must Provide

- Timely warnings
 - A serious or continuing threat to safety
- Emergency notifications
 - Threat to the health or safety of students or employees



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Relevant Clery Crimes (includes others)

- Sexual Assault: rape, fondling, incest, statutory rape
- Hate crime reporting categories
 - National Origin
 - Gender Identity
- VAWA Offenses
 - Domestic Violence
 - Dating Violence
 - Stalking



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Crime Reporting Geography

- On-campus (anywhere)
- On-campus student housing
- Public property within or immediately adjacent to the campus, including sidewalks and parking facilities
- Non-District facilities and property owned or controlled by the District that are used for educational purposes and frequently used by students and controlled by a student organization officially recognized by the District

34 CFR § 668.48(a)



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Clery Act

Clery Act requires institutions to respond, provide resources and information, and include notice of procedures:

- How to file complaint
- Timelines
- Description of the standard of evidence
- List of all possible sanctions
- Range of protective measures
- Equal opportunity for parties to participate in disciplinary proceedings
- Advisor of choice



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Compliance Issue: FERPA And Clery Act

FERPA: Exception to Privacy in Pupil Records

- Notification to complainant & respondent
- Results of disciplinary proceeding
- Arising from violent crime or non-forcible sex offense allegation

20 U.S.C. § 1232g(b)(6)(A)-(B)



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Other Overlapping Legal Obligations



Compliance Issues: Overlapping Legal Requirements

State Law Mandates

- | | |
|---|---------------------------------|
| • “Yes” means “Yes” Policy | <i>Ed Code § 67386</i> |
| • District Nondiscrimination | <i>Ed Code § 220</i> |
| • Student Orientation | <i>Ed Code § 67385.7</i> |
| • District Safety Plans | <i>Ed Code § § 67380</i> |
| • Coordination with Law Enforcement | <i>Ed Code § 67381</i> |
| • Confidentiality of Sexual Assault Victims | <i>Ed Code § 67385</i> |
| • Mandated Reporting | <i>Pen Code § 11164 et seq.</i> |
| • Data Collection, analysis, notice | <i>Ed Code § 67380</i> |
| • Student Discipline Procedures | |
| • Collective Bargaining Agreements | |



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Other Legal Requirements

- Education Code
 - District Safety Plans
 - Coordination with Law Enforcement
 - Confidentiality of Victims
 - Mandated Reporting
 - Data collection, analysis, notice
 - District Nondiscrimination Policy
 - Title 5 Investigations
 - District Student Discipline Procedures
- District CBAs: Complaints & Investigations
- Cal/OSHA



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Adopt a Policy Concerning

Sexual Assault, Domestic Violence, Dating Violence, and Stalking

- Involving a student, both on and off campus
- Affirmative consent standard
- Preponderance of evidence standard (more likely than not) for complaint
- Victim-centered
- Collaborative partnerships with community organizations for victim support
- Comprehensive prevention and outreach programs

Education Code § 67386



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Affirmative Consent Standard

Affirmative, Conscious, and Voluntary Agreement to Engage in Sexual Activity

- Responsibility of each party
- Lack of protest/resistance does not mean consent
- Silence does not mean consent
- Must be ongoing throughout
- Can be revoked at any time

Education Code § 67386(a)(1)



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State Requirement for Training: Students

Education Code requires training on the following during student orientation:

- Facts and myths
- Information on dating violence, rape, sexual assault, domestic violence, and stalking crimes, including information on how to file a complaint;
- Campus and community resources for victims;
- Sanctions for violations; and
- Consequences of committing acts of sexual violence.



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Allegations and Reports of Sexual Misconduct: Effective Institutional Compliance with Title IX and Related Statutes

CCCCD, NCCCD and SCCCDCD ERCs | February 10, 2023

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State Requirement for Training: Students

Required outreach programs:

- To make students aware of college's policy on sexual violence, domestic violence, dating violence, and stalking
- To include a range of prevention strategies, including but not limited to:
 - Empowerment programming
 - Awareness campaigns
 - Prevention, bystander intervention, and risk reduction

Ed Code § 67386



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State Requirement for Training: Students

Required outreach programs must include:

- Process for contacting and informing student body, campus organizations, athletic programs, and student groups about college's overall sexual assault policy
- Practical implication of affirmative consent standard
- Students rights and responsibilities

Ed Code § 67386



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Student Expelled for Sexual Assault

When a District Receives an Application for Admission From a Student:

- Expelled for sexual assault within five years
- Undergoing expulsion procedures for sexual assault
- District can request information from another District
- District can respond to requests
 - to determine if student poses a danger
- District may require student to disclose prior expulsions
- Before District denies admission, must hold a hearing

Education Code § 76038



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Best Practices



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Best Practices

Ensure Good Policies and Procedures are in Place

- To address legal requirements
- To address precursors to sexual misconduct
- To harmonize overlapping requirements
- To integrate efforts



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Best Practices for Compliance

Focus on Training, Education, Prevention

- Employees, not just responsible employees and supervisors
- Coordinators – title IX, Clery and Education Code (SB 493)
- Students



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Best Practices for Compliance

Improve Reporting

- Ensure required reporting is met
- Encourage reporting
- Build trust with the student body and include them in training
- Ensure complaint procedures are published, accessible understood



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Best Practices for Compliance

Implement Appropriate Remedies

- Impose discipline when needed
- Provide support and care for the complainant/target of misconduct
- Get students involved!



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Thank You!

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