**Title IX**

"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity receiving Federal financial assistance."

- **Title IX of the Educational Amendments of 1972 to the 1964 Civil Rights Act**

Title IX prohibits gender discrimination in all programs and activities of a University such as the University of La Verne. Although two of the most common applications of the law are athletics and sexual harassment, Title IX also applies to admissions, financial aid, academic matters, career services, counseling and medical services, and all other programs and activities available to students at the University of La Verne. If you have additional questions or concerns about Title IX, you can contact the Title IX Coordinator.
University of La Verne Sexual Misconduct Policy and Complaint Procedure

The University of La Verne prohibits sexual misconduct. Consistent with its commitment to addressing sexual misconduct, the University complies with Title IX of the Higher Education Amendment of 1972 and the California Sex Equity in Education Act, which prohibit discrimination on the basis of sex in education programs and activities.

Sexual misconduct comprises a broad range of behaviors, including but not limited to sexual harassment, sexual assault, dating and domestic partner violence, stalking (including cyber-stalking), and sexual exploitation. Sexual misconduct that is not sexual in nature but is based on gender, gender identity, gender expression, sex- or gender-stereotyping, or sexual orientation also violates University policy. Such behavior is also prohibited by law.

This policy applies both to on-campus and off-campus conduct. In particular, off-campus behaviors that have an actual or potential adverse impact on any member of the University community or the University fall under this policy.

Anyone who believes they have been subjected to sexual misconduct is encouraged to report these incidents. Upon receiving a report, the University will respond promptly, equitably, and thoroughly. In addition, the University will take steps to prevent the recurrence of the alleged sexual misconduct and correct its effects, if appropriate.

Where to file Complaints:
To enable the University to respond to all reports of sexual misconduct in a prompt and equitable manner, the University encourages all individuals to directly report any incident of sexual misconduct to the following persons:

<table>
<thead>
<tr>
<th>For Complaints Against:</th>
<th>Applicable Complaint Procedure</th>
<th>Contact Person(s)</th>
</tr>
</thead>
</table>
| Students               | University Sexual Misconduct Policy & Complaint Procedure | Dr. Loretta Rahmani  
Dean of Students, Title IX Coordinator  
909-448-4052  
lrahmani@laverne.edu | Ruby Montano-Cordova  
Associate Dean of Students, Title IX Deputy  
909-448-4770  
rmontano-cordova@laverne.edu | Juan Regalado  
Associate Dean of Students, Title IX Deputy  
909-448-4448  
jregalado@laverne.edu |
| Regional and On-Line Campus (ROC) Students | University Sexual Misconduct Policy & Complaint Procedure | Steve Lesniak  
Regional On-Line Campus Director  
slesniak@laverne.edu  
(909) 448-4995 |
| College of Law Students | University Sexual Misconduct Policy & Complaint Procedure | Dean of Students – College of Law  
(909) 460-2016  
Susan Exon  
Associate Dean – College of Law  
(909) 460-2043  
snexon@laverne.edu |
| Administrators | University Policy Against Discrimination and Harassment | Jody Bomba  
AVP for Human Resources, Title IX Deputy  
University of La Verne  
909-448-4075  
jbomba@laverne.edu  
Dr. Loretta Rahmani  
Dean of Students, Title IX Coordinator  
University of La Verne  
909-448-4052  
lrahmani@laverne.edu |
<table>
<thead>
<tr>
<th>Role</th>
<th>University Policy Against Discrimination and Harassment</th>
<th>Contact Information</th>
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</thead>
<tbody>
<tr>
<td>Faculty</td>
<td>Jody Bomba</td>
<td>AVP for Human Resources, Title IX Deputy University of La Verne 909-448-4075 <a href="mailto:jbomba@laverne.edu">jbomba@laverne.edu</a></td>
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<td></td>
<td>Dr. Loretta Rahmani</td>
<td>Dean of Students, Title IX Coordinator University of La Verne 909-448-4052 <a href="mailto:lrahmani@laverne.edu">lrahmani@laverne.edu</a></td>
</tr>
<tr>
<td>Staff</td>
<td>Jody Bomba</td>
<td>AVP for Human Resources, Title IX Deputy University of La Verne 909-448-4075 <a href="mailto:jbomba@laverne.edu">jbomba@laverne.edu</a></td>
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<td></td>
<td>Dr. Loretta Rahmani</td>
<td>Dean of Students, Title IX Coordinator University of La Verne 909-448-4052 <a href="mailto:lrahmani@laverne.edu">lrahmani@laverne.edu</a></td>
</tr>
<tr>
<td>Third Parties</td>
<td>Jody Bomba</td>
<td>AVP for Human Resources, Title IX Deputy University of La Verne 909-448-4075 <a href="mailto:jbomba@laverne.edu">jbomba@laverne.edu</a></td>
</tr>
<tr>
<td></td>
<td>Stan Skipworth</td>
<td>Director of Campus Safety University of La Verne <a href="mailto:909-448-sskipworth@laverne.edu">909-448-sskipworth@laverne.edu</a></td>
</tr>
<tr>
<td></td>
<td>Dr. Loretta Rahmani</td>
<td>Dean of Students, Title IX Coordinator University of La Verne 909-448-4052 <a href="mailto:lrahmani@laverne.edu">lrahmani@laverne.edu</a></td>
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**IMPORTANT NOTE ABOUT REPORTING & CONFIDENTIALITY**

All University employees, including faculty, staff, and student workers (including Residence Hall Assistants, coaches and assistant coaches) who have a responsibility for student welfare are required to share with the Title IX Coordinator or Deputy Coordinator any report of sexual misconduct they receive or of which they become aware.

All members of the University community, even those who are not obligated by this policy, are strongly encouraged to report information regarding any incident of sexual misconduct to the IX Coordinator or Deputy Coordinator.

Certain members of the University Community who are serving in a privileged professional capacity (e.g., licensed counselors, clergy, and medical providers) are not bound by this expectation, except as required by law.

When a report of sexual misconduct is investigated, the complainant, respondent and all identified witnesses who are interviewed in the investigation will be notified of the University’s expectation of confidentiality/privacy. The University will make all reasonable efforts to maintain the confidentiality/privacy of the parties involved in sexual misconduct investigations.

**DEFINITIONS AND EXAMPLES**

**Sexual Harassment** is unwelcome conduct of a sexual nature. Sexual assault and requests for sexual favors that affect educational or employment decisions constitute sexual harassment. Sexual harassment may also consist of unwelcome physical contact, requests for sexual favors, visual displays of degrading sexual images, sexually suggestive conduct, or remarks of a sexual nature. Unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal (including print or electronic communication) or physical conduct of a sexual nature constitute sexual harassment when:

1. Submission to the conduct is explicitly or implicitly made a term or condition of an individual’s employment, academic status or progress; and/or

2. Submission to or rejection of the conduct by the individual is used as the basis of employment or academic decisions affecting the individual; and/or

3. Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available or through the University; and/or

4. The conduct has the purpose or effect of having a negative impact upon the individual’s work or academic performance or of creating an intimidating, hostile, or offensive work, educational or living environment.

Sexual harassment can occur regardless of the relationship, position or respective sex of the parties. It can occur between equals (e.g., student to student, staff to staff, faculty member to faculty member, visitor/contracted employee to staff) or between persons of unequal power status (e.g. supervisor to subordinate, faculty member to student, or coach to student-athlete).
Harassment based on gender, gender identity, gender expression, sex- or gender-stereotyping, or sexual orientation, but does not involve conduct of a sexual nature is also prohibited by this policy. Violation of this policy also includes harassment by a student of a faculty or staff member.

The conduct alleged to constitute harassment under this policy will be evaluated from the perspective of a reasonable person similarly situated to the complainant and considering all of the facts and circumstances.

A single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe. The more severe the conduct, the less need there is to show a repetitive series of incidents to provide a hostile environment, particularly if the harassment is physical.

Examples of behavior that might be considered sexual harassment include, but are not limited to:

- Pressure for a date or a romantic or intimate relationship;
- Unwelcome touching, kissing, hugging, or massaging;
- Pressure for or forced sexual activity;
- Unnecessary and unwelcome references to various parts of the body;
- Belittling remarks about a person's gender or sexual orientation;
- Inappropriate sexual innuendoes or humor;
- Obscene gestures of a sexual or gender-based nature;
- Offensive sexual graffiti, pictures, or posters;
- Sexually explicit profanity;
- Use of email, the Internet, or other forms of digital media to facilitate any of the above referenced behaviors.

**Dating and Domestic Partner Violence.**

a. Dating violence is defined as abuse committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

b. Domestic violence is defined as abuse committed against an adult or a minor who is spouse or former spouse, cohabitant, or someone with whom the abuser has a child, has existing dating or engagement relationship, or has had a former dating relationship.

Abuse in the context of “dating/domestic partner violence” is defined as the use of physical violence, coercion, threats, intimidation, isolation, stalking, or other forms of emotional or sexual abuse used to control a partner in an intimate relationship. This includes any behaviors that intimates, manipulates, humiliates isolates, frightens, terrorizes, coerces, threatens, blames, hurts, injures, or wounds someone. Dating/domestic partner violence can be a single act or a pattern of behavior in relationships. Dating/domestic partner relationships are defined as short or long-term relationships (current or former) between persons intended to provide some emotional/romantic and/or physical intimacy.

**Stalking.** Stalking (including cyber-stalking) is a pattern of repeated and unwanted attention, harassment, contact, or any other conduct directed at a specific person that would cause a reasonable person to feel fear.
Stalking behaviors may include: pursuing or following; non-consensual (unwanted) communication or contact - including face-to-face, telephone calls, voice messages, electronic messages, text messages, unwanted gifts, etc.; trespassing; and surveillance or other types of observation.

**Sexual Assault.** Sexual assault is any non-consensual, intentional physical contact of a sexual nature, such as unwelcome physical contact with a person’s genitals, buttocks, or breasts, or any form of sexual intercourse without consent. The activity or conduct may include physical force, violence, threat, or intimidation, ignoring the objections of the other person, causing the other person’s intoxication or incapacitation through the use of drugs or alcohol, or taking advantage of the other person’s incapacitation (including voluntary intoxication).

*If you or someone you know has been a victim of a sexual assault or attempted sexual assault, please see the Resources section of this policy and visit [http://sites.laverne.edu/student-affairs/](http://sites.laverne.edu/student-affairs/) for information on what to do, where to get support, and legal options, including the filing of a police report.*

**Sexual Exploitation.** Sexual exploitation is a form of sexual misconduct which occurs when a person takes non-consensual or abusive sexual advantage of another for his or her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and such behavior does not constitute one of the other sexual misconduct offenses. Examples of sexual exploitation include, but are not limited to:

- Invasion of sexual privacy;
- Prostituting another person;
- Non-consensual video or audio-taping of sexual activity;
- Going beyond the boundaries of consent (such as letting your friends hide in the closet to watch you having consensual sex);
- Engaging in voyeurism;
- Knowingly transmitting a sexually transmitted infection, a sexually transmitted disease, or HIV to another person;
- Exposing one’s genitals in non-consensual circumstances;
- Inducing another to expose his or her genitals; and
- Sexually-based stalking.

**Consent.** Consent is an affirmative, unambiguous, and conscious decision by each participant to engage in mutually agreed-upon sexual activity. The absence of "No" is not a "Yes."

Consent must be given without coercion, force, threats, or intimidation. Consent means positive cooperation in the act or expression of intent to engage in the act pursuant to an exercise of free will.

Consent is revocable. Consent to some form of sexual activity does not imply consent to other forms of sexual activity. Consent to sexual activity on one occasion is not consent to engage in sexual activity on another occasion. A current or previous dating or sexual relationship, by itself, is not sufficient to constitute consent. Even in the context of a relationship, there must be mutual consent to engage in sexual activity. Consent must be ongoing throughout a sexual encounter and can be revoked at any time. Once consent is withdrawn, the sexual activity must stop immediately.
Consent cannot be given when a person is incapacitated. A person cannot consent if she or he is unconscious or coming in and out of consciousness. A person cannot consent if she or he is under the threat of violence, bodily injury or other forms of coercion. A person cannot consent if his or her understanding of the act is affected by a physical or mental impairment.

Whether the respondent has taken advantage of a position of influence over a complainant may be a factor in determining consent.

For purposes of this policy, the age of consent (18 years of age and older) is consistent with California Penal Code Section 261.5.

**Incapacitation.** Incapacitation is defined as the physical and/or mental inability to make informed, rational judgments. States of incapacitation include, but are not limited to, unconsciousness, sleep, and blackouts. Where alcohol or drugs are involved, incapacitation is defined with respect to how the alcohol or other drugs consumed affects a person’s decision-making capacity, awareness of consequences, and ability to make fully informed judgments. Being intoxicated by drugs or alcohol does not diminish one’s responsibility to obtain consent. The factors to be considered when determining whether consent was given include whether the respondent knew, or whether a reasonable person should have known, that the complainant was incapacitated.

**REPORTING SEXUAL MISCONDUCT**

**Emergency/Immediate Reporting Options**
The University encourages all individuals to seek assistance from a medical provider and/or law enforcement immediately after an incident of sexual assault or violence. This is the best option to ensure preservation of evidence and to begin a timely investigative and remedial response. The University will assist any University community member to get to a safe place and will provide transportation to the hospital, coordination with law enforcement, and information about the University’s resources and complaint processes.

Assistance is available from the University 24 hours a day year-round by calling Campus Safety at (909) 208-4903.

**Campus Reporting Options**
Members of the University community who believe that they have been or may be the victim of sexual misconduct or who have witnessed or are aware of any incident of the sexual misconduct are encouraged to report such concerns to the Title IX Coordinator or a Deputy Coordinator listed above.

A report concerning sexual misconduct does not by itself constitute a complaint, nor does it automatically lead to the filing of a police report in connection with an incident of sexual misconduct. A report notifies the University that a violation of this policy may have occurred and allows the University to provide information, aid and assistance to the victim (including the implementation of interim remedial measures described below), to take such action as may be necessary to protect and safeguard members of the community, such as issuing a Campus Safety Alert, and to maintain statistical data regarding incidents of sexual misconduct.

A person wishing to have a report of sexual misconduct treated as a complaint will result in the University responding in the manner described below.
Complainant Request for Confidentiality
A complainant may make a request for confidentiality. This type of request means that the complainant does not want his/her identity known to the respondent or witnesses, or that the complainant wishes to withdraw a report. In these situations, the University will make all reasonable attempts to comply with this request; however, the University’s ability to investigate and respond may be limited.

The University is required by Title IX to weigh the complainant’s request for confidentiality with the University’s commitment to provide a reasonably safe and non-discriminatory environment. If the University cannot maintain a complainant’s request for confidentiality she or he will be notified by the Title IX Coordinator. In situations where a member of the University community becomes aware of a pattern of behavior by a single respondent, the University will take appropriate action in an attempt to protect the University community.

As outlined in the Resources section of this policy, there are confidential resources on campus and in the community available to individuals not wishing to make a report to the University. Information shared with these confidential resources will not be reported to the University.

Anonymous Reporting
Any individual may make an anonymous report concerning an act of sexual misconduct. An individual may report the incident without disclosing his/her name, identifying the respondent or requesting any action. Depending on the level of information available about the incident or the individuals involved, however, the University’s ability to respond to an anonymous report may be limited. Anonymous reports may be made in writing or by phone to Dr. Loretta Rahmani, Title IX Coordinator, at lrahmani@laverne.edu or (909)448-4053.

Amnesty for Students Who Report Sexual Misconduct
The University encourages reporting incidents of sexual misconduct and seeks to remove any barriers to reporting by making the procedures for reporting transparent and straightforward. The University recognizes that an individual who has been drinking or using drugs at the time of the incident may be hesitant to make a report because of the potential disciplinary consequences for his/her/their own conduct. An individual who reports sexual misconduct, either as a complainant or a third party witness, will not be subject to disciplinary action by the University for his/her/their own personal consumption of alcohol or drugs at or near the time of the incident, provided that any such violations did not and do not place the health or safety of any other person at risk. The University may, however, initiate an educational discussion or pursue other educational remedies regarding alcohol or other drugs.

Time Frame for Reporting
The University does not limit the timeframe for filing a report of sexual misconduct. Reports can be submitted at any time following an incident, although the University’s ability to take any action may be negatively affected by the length of time between the alleged incident and the report.

False Reports
Any person who knowingly makes a false report will be in violation of this policy and will be subject to the appropriate disciplinary process.
Outside Reporting Options
Individuals reporting criminal acts of sexual misconduct may also choose to file a report with the La Verne Police Department or any other law enforcement agency. The University system and criminal justice system work independently from one another. Individuals can file reports with the University, with La Verne Police Department, or with both systems.

RESPONDING TO COMPLAINTS OF SEXUAL MISCONDUCT

Investigations of Complaints
Upon receipt of a complaint, the Title IX Coordinator or designee will conduct an assessment of the complaint, taking into consideration the nature of the conduct, the complainant’s expressed preferences, if any, as to course of action, and the necessity for any interim measures to protect the safety of the complainant and/or University community.

Informal procedures, including mediation, are available to resolve complaints, but mediation is not an option in connection with complaints involving allegations of sexual assault and violence.

Any investigation involving a complaint against a student will follow the process described in the Code of Student Conduct http://sites.laverne.edu/student-affairs/the-disciplinary-process-for-student-social-misconduct/. Complaints against faculty, staff or third parties will follow the process described in the University Policy Against Discrimination and Harassment available at http://sites.laverne.edu/hr/.

The preponderance of evidence shall be the standard of proof used in all sexual misconduct investigations. Preponderance of evidence means that the information and facts establish that a violation of this policy “more likely than not” occurred.

The complainant and respondent shall be notified promptly of the outcome of the investigation and of the actions, if any, taken in connection with the complaint. Both the complainant and respondent shall be accorded a right to appeal.

Respondent and Complainants Rights

Complainant Rights - Complainants are afforded the following rights in this process:

- To be treated with respect, dignity, and sensitivity throughout the process.
- To seek support services at the University or referrals for support services off campus.
- To privacy and protection under the Family Education Rights and Privacy Act (FERPA), as applicable. The University will make all reasonable efforts to ensure preservation of privacy, restricting information to those with a legitimate need to know.
- To be informed of the University’s Policies and Procedures related to Sexual Misconduct.
- To a prompt and thorough investigation of the allegations.
- To have a support person present during administrative review and appeal meetings.*
- To have information related to the alleged violation be reviewed with him/her by the Administrative Review Officer during an administrative review meeting.
- To participate or decline to participate in the disciplinary procedure. However, the Administrative Review Officer will determine an outcome with the information available to him/her.
• To refrain from making self-incriminating statements. However, the Administrative Review Officer will determine a resolution with the information available to him/her.
• To appeal the decision made by the Administrative Review Officer and sanctions determined by the Administrative Review Officer (or designee).
• To be notified, in writing, of the case resolution – including the outcome of any appeal.
• To report the incident to law enforcement if she/he wishes to do so.
• To understand that information collected in this process may be subpoenaed in criminal or civil proceedings.

Respondent Rights - Respondents are afforded the following rights in this process:
• To be treated with respect, dignity, and sensitivity throughout the process.
• To seek support services at the University or referrals for support services off campus.
• To privacy and protection under the Family Education Rights and Privacy Act (FERPA), as applicable. The University will make all reasonable efforts to ensure preservation of privacy, restricting information to those with a legitimate need to know.
• To be informed of the University’s Policies and Procedures related to sexual misconduct.
• To a prompt and thorough investigation of the allegations.
• To have a support person present during administrative review and appeal meetings*.
• To have information related to the alleged violation be reviewed with him/her by the Administrative Review Officer during an administrative review meeting.
• To participate or decline to participate in the disciplinary procedure. However, the Administrative Review Officer will determine a resolution with the information available to him/her.
• To refrain from making self-incriminating statements. However, the Administrative Review Officer will determine a resolution with the information available to him/her.
• To appeal either the decision or the sanctions determined by the Administrative Review Officer (or designee).
• To be notified, in writing, of the case resolution – including the outcome of the appeal.
• To understand that information collected in this process may be subpoenaed in criminal or civil proceedings.

*The complainant and respondent may be accompanied by a “support person” during all phases of the complaint process. The “support person” must be a current member of the University of La Verne Community, not otherwise involved in the incident or investigation, a family member, or attorney. The role of the “support person” at any administrative review or appeal meeting is that of an observer.

Interim Measures
Upon receipt of a report of sexual misconduct, the University will provide interim support and reasonable protective measures to prevent further acts of misconduct, and to provide a safe educational, work and/or living environment. The University will determine the necessity and scope of any interim measures. The range of interim measures which may be applied to the complainant and/or the respondent include, but are not limited to: no contact orders, academic accommodations, changes in class/work schedules, changes in housing assignments, and/or interim suspension.

Time Frame for Resolution
The investigation and resolution (including appeal) of all reports of sexual misconduct will generally be completed within 30 to 60 days. Extenuating circumstances including the complexity and severity of a
complaint may arise that require the complaint process to extend beyond 30 to 60 days. In general, a complainant and respondent can expect to receive periodic updates as to the status of the review or investigation. In the event that the investigation and resolution exceed this time frame, the University will notify all parties of the need for additional time and best efforts will be made to complete the process in a timely manner.

Location of Records
A copy of the complaint, investigative file (including any written materials, interview notes, and/or other items that make up the file), and outcome shall be maintained in the Dean of Students’ Office for complaints against students and in the Human Resources Office for complaints against faculty, staff and others for the period of time mandated by University’s record retention policy and applicable law. Should a violation of this policy be found, a record of the complaint and disciplinary action taken shall be made part of the personnel or student file of the person(s) found to have violated the policy. In the event that the investigation does not result in a finding of violation of this policy, no record of the complaint or investigation will become a part of any individual’s personnel or student file.

RETAIATION
It is a violation of this policy to retaliate against a person who reports sexual misconduct, assists someone with a report of misconduct, or participates in any manner in an investigation or resolution of a sexual misconduct report. Retaliation includes threats, intimidation, reprisals, and/or adverse actions related to employment or education.

ACADEMIC FREEDOM
The University adheres to principles of academic and expressive freedom. Nothing in this policy shall be construed to limit the legitimate exercise of academic and expressive freedom, including but not limited to written, graphic, or verbal expression that can reasonably be demonstrated to serve a legitimate educational purpose. Nor shall this policy be interpreted or applied in a manner that is inconsistent with California Education Code section 94367.

ADDITIONAL RECOUERCE
Sexual misconduct and retaliation are violations of federal and state law. This policy is intended to supplement and not replace such laws. Whether or not the internal complaint procedures described in this policy are utilized, a University employee who believes that he or is the victim of sexual misconduct, or retaliation may file a complaint with the California Department of Fair Employment and Housing, http://www.dfeh.ca.gov/, or the United States Equal Employment Opportunity Commission, http://www.eeoc.gov/. In addition, students and/or employees may file a complaint with the Office of Civil Rights, United States Department of Education, http://www.ed.gov/ocr/.

Persons who believe they are victims of sexual misconduct or retaliation should be aware that both state and federal law impose time deadlines for the filing of complaints, and that the use of the internal complaint procedures described in this policy will not change such filing deadlines.

In addition to the University’s internal complaint procedures, a victim of sexual misconduct has the right to pursue criminal prosecution and/or civil litigation (including the right to seek a temporary restraining order and injunction prohibiting harassment pursuant to California Civil Code, section 527.6). The University will provide full and prompt cooperation and assistance in notifying the proper law enforcement personnel if the victim chooses to pursue such legal action.
RESOURCES FOR PERSONS WHO EXPERIENCE SEXUAL MISCONDUCT

The University’s primary concern is with the health, safety, and well-being of the members of the University community. If you or someone you know may have experienced any form of sexual misconduct, we urge you to seek immediate assistance. Student assistance can be obtained from:

- **On Campus Resources:**
  - Counseling and Psychological Services – CONFIDENTIAL REPORTING
    - 2215 E Street, La Verne (Corner of 2nd Street and E, North/West Corner)
    - Office hours phone number: 909-448-4105
    - After Hours Emergency Crisis phone number: 909-448-4650
  - Student Health Center – CONFIDENTIAL REPORTING
    - 2147 E Street, La Verne (Corner of 2nd Street and E, South/West Corner)
    - 909-448-4619
    - Emergency / Non – Emergency after hours, please contact Pomona Valley Hospital Medical Center (contact information listed below)
  - Office of Religious and Spiritual Life – CONFIDENTIAL REPORTING
    - Rev. Zandra Wagoner – University Chaplain
      - zwagoner@laverne.edu
      - 909-448-4446
  - Campus Safety
    - Hours: 24 hours / 7 days a week
    - 909-448-4750
    - 909-208-4903
    - Location: Sports Science and Athletics Pavilion
  - Contact Persons listed in “Where to File Complaints” section of this policy
    - See list above

- **Off Campus Resources:**
  - Project Sister Family Services
    - Project Sister Family Services is the foremost agency dedicated to providing services to the women, children, and men survivors of sexual assault and abuse and their families in the East San Gabriel and Inland Valleys in Southern California
    - 24 Hour Hotline: 909-626-4357
    - Phone: 909-623-1619
  - House of Ruth
    - House of Ruth’s mission is two-fold: (1) to advocate for and assist women and children victimized by domestic violence and children exposed to violence in transforming their lives by providing culturally competent shelter, programs opportunities and education; (2) To contribute to social change through intervention, education, prevention programs and community awareness.
    - Toll-free Hotline: 877-988-5559
Pomona Outreach Office: 909-623-4364

Pomona Valley Hospital Medical Center
- The emergency room at Pomona Valley Hospital is County designated SART Center. SART is a victim-sensitive program designed to provide a team approach to responding to sexual assaults. Victims/survivors may take a support person with them to the hospital.
- 1798 N. Garey Ave., Pomona, CA
- 909-865-9500

City of La Verne Police Department
- 2061 Third Street, La Verne, CA
- Normal Business: 909-596-1913
- Non-Emergency Crimes: 909-593-2531
- Emergencies: 911

VICTIMS/SURVIVORS OF SEXUAL ASSAULT

Seeking Medical Attention
Victims/survivors are encouraged to seek medical attention as soon as possible. Victims/survivors who promptly seek medical attention benefit from being examined for physical injury, receiving preventative treatment for sexually transmitted diseases, a toxicology examination for date rape drugs, and emergency contraception. In addition, prompt reporting allows for the preservation of evidence, which will only be used if the victim/survivor decides (then or later) to press criminal charges or file civil suit.

Hospitals that treat any physical injury sustained during a sexual assault are required to report it to law enforcement. The victim/survivor may choose whether or not to speak to police at the hospital and do not need to make an immediate decision to press criminal charges. That decision can be made at a later time.

Preserving Evidence
To preserve evidence, victims/survivors should not bathe, douche, smoke, brush their teeth or change clothes (a change of clothes should be brought along). If clothes have been changed, the original clothes should be put in a paper bag (plastic bags damage evidence) and brought to the hospital. Do not disturb the scene of the assault. If it is not possible to leave the scene undisturbed, evidence (e.g. bedding, towels, loose fabrics, prophylactics, and clothing) should be placed in separate paper bags to be preserved.

Time is a critical factor in collecting and preserving evidence. The physical evidence of an assault is most effectively collected within the first 24-48 hours of the assault, but some evidence may be collected for up to 72 hours. If, however, a sexual assault victim/survivor chooses to report the incident days, weeks, or even months after the assault, important support systems are still available and can be arranged, but the victim/survivor should understand that delay may make it more difficult to collect physical evidence of the sexual assault that could impact a criminal prosecution or civil lawsuit.
Relevant Government Resources
The below government agencies may provide additional resources for anyone wishing to file a complaint of sexual misconduct:

U.S. Department of Education, Office for Civil Rights  
http://www.hhs.gov/ocr/

U.S. Department of Justice, Office on Violence Against Women  
http://www.ovw.usdoj.gov/