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2020-2021 Annual Report

Title IX & Discrimination, Harassment, and Retaliation Prevention Office

Humboldt State University
213 Siemens Hall, 1 Harpst Street, Arcata, CA 95521

TABLE OF CONTENTS

Letter from the Title IX Coordinators	1
Department and Policy Overview	2
Our Team	2
Policies	3
Transitions	3
Highlights from the Academic Year	4
Goals for 2021-2022	6
Education and Training	6
Department Education	6
Training and Engagement	6
Campus Collaborations & Partnerships	7
Core Partners	7
Campus Advocate Team Services Report	8
Demographics	8
Other Categories	8
Supportive Measures	9
Title IX Case Statistics	10

SUPPORT RESOURCES

Sexual Misconduct, Dating and Domestic Violence, Stalking, Harassment, and Discrimination can be difficult topics to read about. In addition to our office, the resources listed below are available to you. Additional resources and support can be found on our website: titleix.humboldt.edu.

- Campus Advocate Team 24-hour line: (707) 445-2881
- Title IX & DHR Prevention Office: (707) 826-3385, titleix@humboldt.edu
- Humboldt Domestic Violence Services 24-hour line: (707) 443-6042
- HSUPD 24-hour line: (707) 826-5555

LETTER FROM THE TITLE IX COORDINATORS

California State System policy requires that each institutional Title IX Department compile statistics of reports received. While this list of reports maintains compliance with FERPA (Family Educational Rights & Privacy Act) and other laws and statutes designed to protect the names and identities of those listed, sharing this list entreats readers to the opportunity to contextualize part of the work of those within the respective Title IX Departments. We invite you to analyze the data, encourage you to contact us with questions/comments, and look forward to understanding how we can collaborate to create and establish a campus community that respects the thoughts, actions, and interactions of our Lumberjack family and guests.

Sincerely,

Allan Ford (he/him)
Interim Title IX Coordinator/DHR Administrator/Clery Director

The Title IX team shares the information contained in this report to promote transparency in the complaint and investigation process pertaining to allegations of sexual misconduct. Our office is dedicated to taking every report of sexual misconduct seriously, and treating all parties involved in a complaint fairly – with every provision and accommodation provided by CSU policy regarding sexual misconduct made available to them. Our work is supported by caring and dedicated partners on the Sexual Assault Prevention Committee, the Campus Advocate Team (North Coast Rape Crisis Team), the Student Health Center’s Counseling and Psychological Services staff, the CHECK IT bystander intervention program, and HSU staff and faculty executing their duty to report allegations of sexual misconduct to the Title IX Office.

Allan Ford and I are extremely grateful to Nicki Viso for the time and energy that she put into assembling and publishing this report. The quality of its contents reflects the care and dedication that Nicki brings to her work.

Sincerely,

David Hickcox
Interim AVP – Human Resources

DEPARTMENT AND POLICY OVERVIEW

Our Team



Allan Ford

Interim Title IX Coordinator & DHR Prevention Administrator; Clery Director

Allan has served as Interim Title IX Coordinator/DHR Administrator/Clery Director since March of 2021. Allan brings over ten years of Student Affairs experience to this role in addition to almost five years' experience as an instructor/faculty member. Allan is currently a Ph.D student, studying English Literature and previously earned Master's degrees in English Literature and Social Science, in addition to a Bachelor's in Mass Media/Communication. When he is not studying, Allan enjoys spending time with family, friends, and other people's dogs.

David Hickcox

Deputy Title IX Coordinator

David has served as the Interim Associate Vice President of Human Resources at Humboldt State University since March 2021. During seven-plus years at HSU, he has also worked as Title IX Coordinator and Discrimination, Harassment, and Retaliation Prevention Administrator; Human Resources Recruitment Manager; Information Technology Services Budget and Personnel Analyst; and College Personnel Analyst. Prior to becoming a higher education administrator, David served for over twenty years on active duty in the United States Army. He is a proud graduate of Louisiana State University (BA), Indiana University (MA), the U.S. Army Command and General Staff College, and the Defense Language Institute Foreign Language Center, Monterey (Advanced Russian). David lives just south of Eureka with his family, two dogs, two cats, and a transient rooster.



Nicki Viso

Program Analyst & Clery Coordinator

Nicki has served in the role of Program Analyst since October 2020 and Clery Coordinator since December 2020. Prior to that, she worked on-campus as a Residence Life Coordinator in Housing & Residence Life starting in 2014. She graduated with a Master's Degree in Counseling & Human Resource Development with a Specialization in Student Affairs from South Dakota State University, and a Bachelor's of Business Administration in Marketing from University of Wisconsin – Whitewater. Nicki lives at home with her many house plants and her cat, Professor Artemis Boots.



Policies

Title IX of the Education Amendments of 1972 is a federal law intended to end sex discrimination in all areas of education. Title IX applies to all recipients of federal funds (both public and private institutions) and covers:

- Non-discrimination based on sex or gender
- Sexual harassment and sexual assault
- Program equity, such as athletics.

The California State University (CSU) system crafted and published two different Executive Orders, [1096](#) and [1097](#), to establish a structure for how to respond to complaints of Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating and Domestic Violence, and Stalking against students, employees, and third parties; provide training and communication standards; and ensure compliance with California Equity in Higher Education Act, Title IX of the Education Amendments of 1972, Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal

Financial Assistance (34 C.F.R. 106), the Violence Against Women Reauthorization Act of 2013 (which amends the Jeanne Clery Disclosure of Campus Security and Campus Crimes Statistics Act, commonly known as the Clery Act) (VAWA) under its Campus Sexual Violence Elimination Act provision (Campus SaVE Act), Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, and the Age Discrimination Act of 1975, among other applicable state and federal laws.

Humboldt State University's Title IX Coordinator & Discrimination, Harassment, and Retaliation (DHR) Prevention Administrator implements these policies and oversees and coordinates prompt and equitable grievance procedures for students, staff, and faculty.

Transitions

During the Spring 2020 semester, David Hickcox was appointed to the role of Title IX Coordinator and completed an audit of all open cases in the office; this audit led to adding two full-time positions and moving the Title IX office underneath the President. Adding these positions and moving the office have allowed for a more responsive and engaged Title IX Office, in addition to an increased capacity to collaborate with more campus partners.

In May of 2020, the campus hosted an open forum¹ regarding the Title IX office to engage in dialogue, reduce barriers survivors may have for accessing Title IX, and increase community understanding of the Campus Advocate Team's role in supporting survivors whether they engage in Title IX or not. This open forum, along with the expanded office, were two steps in our overall efforts to better meet the needs of our campus community and communicate the policies and procedures for addressing incidents of harm in our community.

In August of 2020, new Title IX Federal Regulations went into effect. In response, the Chancellor's Office has issued Addendum B: Federal Mandated Hearing Addendum, which accompanies CSU Executive Orders 1096 and 1097, which outlines the policy and procedures required under the Title IX Federal Regulations. Please note that regardless of the Federal Regulations, our policies governing sexual harassment, sexual misconduct, and sex- and gender-based discrimination, as stated in Executive Orders 1095, 1096 and 1097, still remain in effect.

TITLE IX – 20 U.S.C. 1681 & C.F.R. Part 106 (1972): “No person in the United States shall, on the basis of sex, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance.”

¹ Open Forum Notes can be found here: https://titleix.humboldt.edu/sites/default/files/title_ix_forum_may_5_2020.pdf

Some key changes to Title IX include²:

- The narrowing of the definition of sexual harassment. The new guidelines state that in order for a case to fall under Title IX, the harm must be “so severe, pervasive, and objectively offensive that it effectively denies a person equal access to education.”
- Limiting Title IX to apply only to acts of harm that take place on campus or within an education program or activity. This means if an assault takes place off campus, the school is not required to investigate under Title IX.
- Changing the hearing process. If a case proceeds to a formal hearing, a live hearing that allows for cross examinations is now required.

Regardless of which process, or whether a case meets criteria for an investigation, our office will continue responding to reports to our office. We remain committed to providing supportive measures as well as other services, and coordinating with the appropriate campus offices on issues of discrimination, harassment (including sexual harassment), sexual misconduct, dating/domestic violence, stalking, and discrimination/harassment-based retaliation.

HIGHLIGHTS FROM THE ACADEMIC YEAR

The Title IX & DHR Prevention Office was expanded from 1 to 3 full-time staff members this last academic year (2020-2021) in an effort to be more responsive and engaged with our campus community. In October of 2020, our new team assessed the gaps in our office, and created some goals to address the top priorities of responsiveness and transparency.

One of those priorities was redesigning the office website in an effort to make it easy to navigate, informative for different groups of people with different information needs, and informed by a design that recognizes established compliance requirements from the CSU Chancellor’s Office as well as other applicable state and federal laws and regulations.

The redesign included a reorganization of our “Resources & Support” tab into two core groups: one for students, and one for faculty and staff. On these pages, people can find information on receiving help for themselves, or helping a friend, colleague, or student with whom they are working. We highlighted some of our local resources and referenced which options are free and available 24/7, in an effort to reduce barriers to seeking support. Additionally, we recognized that there was a need for information that details our existing efforts to provide support to some of our specific communities: pregnant and parenting students, those who identify within Transgender, non-binary, and gender non-conforming³ identities, and lastly, those who are listed as a respondent in a report filed through our office.

Other website improvements include an updated “Contact Us” page, which includes photos of the entire office, our investigators from across campus, and information on all completed trainings per [34 CFR § 106.45\(10\)\(D\)](#). The training materials are also publicly available on our website. This is one of our efforts to be more transparent with our campus community.



² Taken from the CHECK IT resource, “Changes to Title IX at HSU” https://titleix.humboldt.edu/sites/default/files/revised_title_ix_changes_resource.pdf

³ This list is meant to be representative, not exhaustive – words used to describe identities are ever-evolving and our office aims to respect the identities people hold.

Another high priority for our office was to reintegrate ourselves into the campus community through committee attendance, offering presentations and trainings to departments, clubs, and other groups, and strengthening our partnerships with the groups we work most frequently with.

We have continued our presence on the long-standing *Sexual Assault Prevention Committee (SAPC)*, which is working toward eliminating all forms of sexualized violence. We are part of the newly formed *Trans, Gender Non-Conforming, and Non-Binary Task Force*, in an effort to better support this group of students, staff, and faculty by focusing on improving processes and structures around campus to be more inclusive. The Basic Needs Committee and Alcohol and Drug Prevention Committee are two committees we have recently joined, in order to address any gaps between the supportive measures we offer in our office and available resources offered through other groups on campus.

Some additional projects that were completed this academic year include:

- a Spanish translation internship position, to start in Fall of 2021, focused on translating our public-facing handouts into Spanish
- Case management manual and guide for consistency across cases and investigators
- Improved and updated letter templates that are sent to complainants, respondents, witnesses, and others involved in a Title IX & DHR investigation or meeting



Over the course of this last academic year, the office worked diligently with our partners in Athletics, SAPC, and the Office of Student Life to update our primary prevention program. We contracted with Vector Solutions to bring a culturally relevant and engaging learning module, titled “Not Anymore” in an effort to remain in federal compliance and align with our responsibility to engage all students through holistic learning and development. “Not Anymore” was specifically selected to engage our campus community about a very serious matter that exists on all college campuses nationwide. We launched this learning module in the Fall of 2021 and renamed it as the “Sexual Violence Prevention”

course. Our hope is that the material frames this subject in a way that:

- Informs our students of the numerous personnel on campus who are responsible for responses
- Reminds/introduces them to key steps and procedures that exist for our campus community
- Enhances their knowledge of active bystander protocols.

Lastly, our office took on the campus Clery compliance responsibilities. The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act for short) became federal law in 1990. It is considered a consumer protection law that focuses on transparency around campus crime policy and statistics, with the focus of creating a more transparent culture, fostering trust of prospective families and ensuring an environment that encourages students’ academic and emotional security.

We created a website with more information regarding key pieces of information: annual security reports, campus security authorities (CSAs), timely warnings and emergency notifications, and the campus daily crime log. This website was designed with multiple groups with differing information needs in mind. Along with a website design, we updated and improved our CSA identification and training process to be more efficient. We worked with Human Resources to have the CSA training course housed within the campus’ training platform, CSULearn, and be automatically assigned to specific job codes and department IDs. We also have a video that

we can show to groups on an as-needed basis, such as people who work our annual commencement ceremony. Lastly, we updated our standard operating procedure for counting and classifying Clery crimes to bring us into compliance with the federal regulations and the CSU's Executive Order 1107.

Goals for 2021-2022

Our campus utilizes the assistance of four Managers that are deputy investigators that step in when needed. This role is crucial to the success of our department, as they allow our office to remain responsive to all incoming reports. We are implementing a new and ongoing investigator training series. These opportunities will occur monthly and provide information for our investigators across campus to remain updated on best practices and guidance.

We have filled our Spanish translation intern position for the Fall 2021 semester, and will continue to offer this internship until all of our public-facing handouts have been translated. This supports our continued efforts to offer support and resources to our entire campus community.

Lastly, we are looking at providing increased engagement opportunities for our students. We believe their voice and perspective is vital to creating a campus free from sexualized violence, sexual misconduct, and discrimination, harassment, and retaliation.

EDUCATION AND TRAINING

Department Education

One of our office's core values is committing to lifelong learning. We make use of the professional development opportunities available to us as members of various professional associations, such as the Association of Title IX Administrators (ATIXA) and the Clery Center, and the trainings offered by the CSU Chancellor's Office. We also value learning opportunities through groups and non-profits; we believe this offers a fuller picture of the issue of sexualized violence on college campuses and more ways to address it. We completed over 235 hours of trainings by attending webinars and engaging in virtual training sessions over the last academic year. Here is a small sampling of the sessions we've attended:

- Harassment, First Amendment, Remote Locations and Social Media Webinar – CSU Chancellor's Office
- Time with IX Topic: Investigations involving LGBTQIA2SP+ parties – ATIXA
- How to Clery: Building a Clery Compliance Committee – The Clery Center
- Creating Emergent Spaces for Sexual Violence Prevention During COVID-19 – PreventConnect Project
- DHR Speaker Series: Anti-Asian Racism by Dr. Russell Jeung – CSU Chancellor's Office
- "Truth, Healing, and Transformation: Addressing structural racism and building multiracial solidarity to prevent sexual and domestic violence" – PreventConnect Project
- Time with IX: Trauma-Informed Practices – ATIXA

Additionally, we have made all materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process, per [34 CFR § 106.45\(10\)\(D\)](#), publicly available on our website. This is one of our efforts to be more transparent with our campus community.

Training and Engagement

With the expanded office personnel, we were able to meet with more departments, clubs, and organizations on campus to talk about Title IX. Our aim was to engage with more people, dispel any myths, and provide clarity around the reporting options and processes. We spent over 40 hours presenting to and engaging with groups and departments across campus. Some of the groups we met with this year were:

- The Y.E.S. House
- Housing & Residence Life
- Academic and Career Advising Center (ACAC)
- HSU Library
- Oceanography Department
- Psychology Department
- Sexual Assault Prevention Committee
- Student Legal Lounge

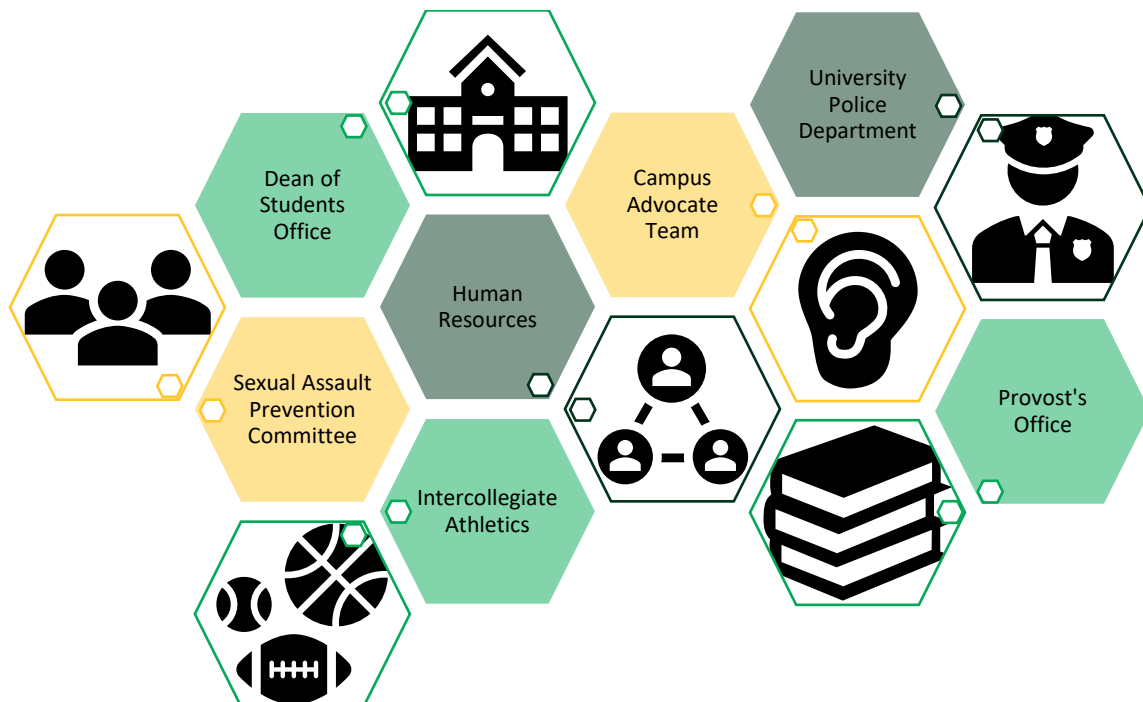
CAMPUS COLLABORATIONS & PARTNERSHIPS

We are thankful for our partners, both new and continuing, who remain committed to creating a thriving and safer campus community. Partnerships and communication are crucial to fostering a safer campus for all; working collaboratively allows us to provide a better support network and resources to those who utilize our office services. When more voices, perspectives, histories, identities, and ideas are represented, heard, and respected at the decision-making table, we become a more inclusive and engaged community.

This past academic year, we spent close to 200 hours meeting with different departments, groups, and committees to discuss shared responsibilities in supporting students, improve and update processes and communication procedures, and to establish a positive working relationship with each other. Another important aspect of these meetings was opening the door to receiving feedback from our partners – whether it was addressing a gap in what is on our website or a process improvement, this feedback was incorporated and then utilized to better serve our campus community.

Lastly, our office is coordinating with Intercollegiate Athletics to complete the annual NCAA Attestation process, in order to further combat sexualized violence on college campuses within athletics. This compliance effort creates a bridge between the Title IX & DHR Prevention Office and the department of Intercollegiate Athletics, and ensures student-athletes are provided appropriate resources, prevention training, and reporting options.

Core Partners



CAMPUS ADVOCATE TEAM SERVICES REPORT

This data is from August 2020 through July 2021.

Affiliation with HSU

Students served:	65
Staff/faculty served:	7
TOTAL SERVED	72*

Demographics

Race/Ethnicity

American Indian	4
Asian American	5
Latinex	16
African American/Black	5
White	26
Unknown/Chose not to ID	16

Gender

Female	47
Male	7
Non-binary	18

Age

18-25	41
26-60	18
Unknown	13

Ability

People living with disabilities	8
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(based on self-identification, this one category is duplicative- person counted in other demos)

Other Categories

Claimant's Relationship to Respondent

Current/Former Partner	12
Other Family/Household Member	7
Current/Former Dating	19
Acquaintance/Friend of Friend	24
Stranger	3
Relationship Unknown	7

Where Incident Happened

On Campus	11
Off Campus	48
Unknown	13

Types of Services

Campus Advocacy	26
TIX Advocacy	41
TIX Accompaniment	25
Criminal Justice Advocacy	30
Criminal Justice Accompaniment	18
Medical Advocacy	9
Medical Accompaniment	4
Counseling services (appointments for 18 people)	216
24-hr crisis services	44
Referral services provided	82
Title IX trainings for students, staff, and faculty	9**

**NOTE: This does NOT include people or services provided through the DOJ Campus Grant as those, for the purposes of that grant, must be counted separately and not duplicated in this count.*

***NOTE: This does NOT include trainings and events counted in the DOJ Campus Grant.*

Factors to note: COVID impacts brought a variety of barriers including fewer in-person events at which we could personally offer services, fewer students, students accessing services out of the area and others which accounts for the fewer total served. Many of the assaults disclosed occurred while students were living back in their “home” counties. In spite of these factors, we maintained on-campus, in-person services as well as creating virtual options for counseling, advocacy and education. All 24-hour services were maintained throughout this period.

SUPPORTIVE MEASURES

Supportive measures will be offered to the Complainant at the preliminary meeting in order to immediately stop any wrong-doing and/or reduce or eliminate any negative impact, when appropriate; our office will discuss available options with the complainant, and then work with them to get them back to their educational experience. Complainants are able to use supportive measures regardless of their wishes to move forward with a formal complaint. Examples of possible supportive measures include (but aren't limited to):



- Counseling through CAPS or the EAP
- extensions of deadlines or other course-related adjustments
- modifications of work or class schedules
- campus escorts
- mutual restrictions on contact between parties
- changes in work or housing locations
- changes to work assignments or supervisory reporting relationship
- leaves of absence
- increased security and monitoring of certain areas of the campus
- any measure as appropriate to stop further alleged harm until an investigation is concluded or resolution is reached

Our office will assist and provide the Complainant with reasonable supportive measures as requested throughout the reporting, investigation, appeal, and disciplinary processes, and thereafter.

TITLE IX CASE STATISTICS

This information was provided to the Compliance Services Department at the CSU Chancellor's Office in accordance with [Executive Order 1095](#).

Q1: Campus	Q2: Title IX Coordinator's Name
Humboldt	Allan Ford
Q3: Title IX Coordinator's E-Mail	Q4: Title IX Coordinator's Contact Number
af281@humboldt.edu	707-826-3385
Q5: The Total Number of Pending Sexual Misconduct/Sexual Assault, Dating and Domestic Violence, and Stalking Cases as of July 1, 2020.	
Total	4
Q6: The Number of Sexual Misconduct/Sexual Assault, Dating and Domestic Violence, and Stalking Reports Received During the Reporting Period (July 1, 2020 to June 30, 2021).	
Total	30
Sexual Misconduct/Sexual Assault	16
Dating and Domestic Violence	8
Stalking	6
Q7: The Number of Sexual Misconduct/Sexual Assault, Dating and Domestic Violence, and Stalking reports received during the reporting period (July 1, 2020 to June 30, 2021) in which a Student is the Respondent.	
Total	13
Sexual Misconduct/Sexual Assault	10
Dating/Domestic Violence	2
Stalking	1
Q8: The number of Sexual Misconduct/Sexual Assault, Dating and Domestic Violence, and Stalking reports received during the reporting period (July 1, 2020 to June 30, 2021) in which an Employee is the Respondent.	
Total	1
Sexual Misconduct/Sexual Assault	0
Dating/Domestic Violence	0
Stalking	1
Q9: The number of Sexual Misconduct/Sexual Assault, Dating and Domestic Violence, and Stalking reports received during the reporting period (July 1, 2020 to June 30, 2021) in which a Third Party is the Respondent.	
Total	0
Sexual Misconduct/Sexual Assault	0
Dating/Domestic Violence	0
Stalking	0

Q10: The number of Sexual Misconduct/Sexual Assault, Dating and Domestic Violence, and Stalking reports received during the reporting period (July 1, 2020 to June 30, 2021) in which the Respondent is an Unknown or Unidentified Individual.

Total	16
Sexual Misconduct/Sexual Assault	6
Dating/Domestic Violence	6
Stalking	4

Q11: The number of Sexual Misconduct/Sexual Assault, Dating and Domestic Violence, and Stalking reports investigated (with a Finding - Violation or No Violation) during the reporting period (July 1, 2020 to June 30, 2021).

Total	0
Sexual Misconduct/Sexual Assault	0
Dating/Domestic Violence	0
Stalking	0

Q12: The number of Sexual Misconduct/Sexual Assault reports that were resolved without investigation and/or a finding during the reporting period (July 1, 2020 to June 30, 2021). Please provide a total and then indicate the number of reports for each type of outcome.

Total	14
Informal Resolution prior to investigation commencing	1
Informal Resolution while investigation was in process, or after investigation completed (prior to a finding being made)	0
Complainant requested resources and/or supportive measures only	6
Complainant did not respond to outreach and insufficient information to move forward	4
Complainant elected to remain confidential so unable to send outreach	1
Other Outcome (please specify and provide number)	2

Q13: The number of Dating and Domestic Violence reports that were resolved without investigation and/or a finding during the reporting period (July 1, 2020 to June 30, 2021). Please provide a total and then indicate the number of reports for each type of outcome.

Total	6
Informal Resolution prior to investigation commencing	0
Informal Resolution while investigation was in process, or after investigation was completed (prior to a finding being made)	0
Complainant requested resources and/or supportive measures only	4
Complainant did not respond to outreach and insufficient information to move forward	2
Complainant elected to remain confidential so unable to send outreach	0

Q14: The number of Stalking reports that were resolved without investigation and/or a finding during the reporting period (July 1, 2020 to June 30, 2021). Please provide a total and then indicate the number of reports for each type of outcome.

Total	6
Informal Resolution prior to investigation commencing	0
Informal Resolution while investigation was in process, or after investigation was completed (prior to a finding being made)	0
Complainant requested resources and/or supportive measures only	3
Complainant did not respond to outreach and insufficient information to move forward	2
Complainant elected to remain confidential so unable to send outreach	0
Other Outcome (please specify and provide number)	1; CT did not want to move forward beyond filing a report

Q15: The number of Sexual Misconduct/Sexual Assault investigations during the reporting period (July 1, 2020 to June 30, 2021) in which the Respondent was held responsible. Please provide a total and then indicate the number of cases for each type of discipline. For combination forms of discipline (e.g., suspension of less than one year and educational training) or forms of discipline not listed, please use the "other" boxes and specify the form/s of discipline and a number.

Total	0
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Q16: The number of Dating and Domestic Violence investigations during the reporting period (July 1, 2020 to June 30, 2021) in which the Respondent was held responsible. Please provide a total and then indicate the number of cases for each type of discipline. For combination forms of discipline (e.g., suspension of less than one year and educational training) or forms of discipline not listed, please use the "other" boxes and specify the form/s of discipline and a number.

Total	0
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Q17: The number of Stalking investigations during the reporting period (July 1, 2020 to June 30, 2021) in which the Respondent was held responsible. Please provide a total and then indicate the number of cases for each type of discipline. For combination forms of discipline (e.g., suspension of less than one year and educational training) or forms of discipline not listed, please use the "other" boxes and specify the form/s of discipline and a number.

Total	0
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Q18: The number of Sexual Misconduct/Sexual Assault, Dating and Domestic Violence, and Stalking investigations during the reporting period (July 1, 2020 to June 30, 2021) in which the evidence was found insufficient to hold the Respondent responsible.

Total	0
Sexual Misconduct/Sexual Assault	0
Dating/Domestic Violence	0
Stalking	0

Q19: The total number of pending Sexual Misconduct/Sexual Assault, Dating and Domestic Violence, and Stalking cases as of end of June 30, 2021.

Total	4
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