



2021-2022 Annual Report

CAL POLY HUMBOLDT

**Title IX & Discrimination, Harassment,
and Retaliation Prevention Office**

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TABLE OF CONTENTS

LETTER FROM THE TITLE IX COORDINATOR	1
DEPARTMENT AND POLICY OVERVIEW	2
OUR TEAM	2
POLICIES.....	3
TRANSITIONS.....	3
HIGHLIGHTS FROM THE ACADEMIC YEAR.....	4
GOALS FOR 2022-2023	4
EDUCATION AND TRAINING	5
DEPARTMENT EDUCATION	5
TRAINING AND ENGAGEMENT.....	5
REQUIRED TRAINING FOR STUDENTS AND STAFF.....	6
CAMPUS COLLABORATIONS & PARTNERSHIPS	6
CORE PARTNERS	7
TITLE IX CASE STATISTICS	8
CAMPUS ADVOCATE TEAM SERVICES REPORT	11
DEMOGRAPHICS.....	11
OTHER CATEGORIES.....	11

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) 826-5177, titleix@humboldt.edu
- Humboldt Domestic Violence Services 24-hour line: (707) 443-6042
- Cal Poly Humboldt UPD 24-hour line: (707) 826-5555

Click [here](#) for a printable pdf with links to Resources (people, handouts, and websites) available for Cal Poly Humboldt students.

LETTER FROM THE TITLE IX COORDINATOR

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, dating and domestic violence, and stalking. Our office is dedicated to taking every report of such conduct seriously, and treating all parties involved in a complaint fairly – with every provision and accommodation provided by CSU policy made available to them. Our work is supported by caring and dedicated partners on the Campus Advocate Team (North Coast Rape Crisis Team), the Student Health Center’s Counseling and Psychological Services staff, Housing staff, Athletics staff, the CHECK IT bystander intervention program, the Sexual Assault Prevention Committee, and Cal Poly Humboldt staff and faculty executing their duty to report allegations of sexual misconduct to the Title IX Office.

I am extremely grateful to Pam Kirschner and Nicki Viso for the time and energy that they have put into assembling and publishing this report. The quality of its contents reflects the care and dedication that they bring to their work.

Sincerely,

David Hickcox
Title IX Coordinator & DHR Prevention Administrator



DEPARTMENT AND POLICY OVERVIEW

Our Team



David Hickcox

Title IX Coordinator & DHR Prevention Administrator

David has served as the Title IX Coordinator and DHR Prevention Administrator since December 2019. During eight-plus years at Cal Poly Humboldt, he has also worked as the Interim Associate Vice President of Human Resources; 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).

Nicki Viso

Title IX Investigator & Clery Director

Nicki became the Title IX Investigator and Clery Director in February 2022; she has been involved in some capacity with Clery since December 2020, after being the Program Analyst since October 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.



Pamela Kirschner

Title IX & DHR Prevention Program Analyst

Pam joined the Title IX Office in July 2022. She began working at Cal Poly Humboldt in September 2014, as the ASC in the Learning Center, then took on the role of Office Manager in the Office of Student Life, overseeing Student Clubs & Organizations. Before moving to Humboldt, Pam had spent her entire life in Visalia, CA so adjusting to the climate and culture of this wonderful area was an easy task! Pam raised three sons while holding down part time jobs before deciding to go back to college. She graduated with a BA in Organizational Leadership the same year her middle son got his BA in Marketing at Pepperdine! With that degree, Pam began her career path in higher education and absolutely loves working on a college campus.

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 is currently using the [Nondiscrimination Policy](#) 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.

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

Cal Poly Humboldt's Title IX Coordinator & Discrimination, Harassment, and Retaliation (DHR) Prevention Administrator implements this policy and coordinates prompt and equitable grievance procedures for students, staff, and faculty. Our office provides a neutral avenue for students, employees and third parties to report concerns about sexual misconduct and to have those concerns addressed. We take allegations of Title IX violations very seriously and we work diligently to:

- Stop the reported behavior
- Prevent the behavior from happening again
- Remedy the effects of the behavior

Reporting parties have several resolution options, and not all complainants request a campus investigation. Additionally, some reports do not fall under the scope of the Nondiscrimination Policy.

Through education, increased awareness, and prevention efforts, our office sends a clear message that we, Cal Poly Humboldt, will not tolerate any form of sexual violence, discrimination, harassment, or retaliation for participating in an investigation.

Transitions

In September 2022, the Chancellor's office announced that the [Nondiscrimination Policy](#) would replace what was previously referred to as the "CSU Interim Policy Prohibiting Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation". That long title had been used since January of 2022, when the three separate policies, CSU Executive Orders 1095, 1096, and 1097 (which outlined the policy and procedures required under the Title IX Federal Regulations) were combined.

Regardless of the name changes and adjustments to the Federal Regulations, our policy governing sexual harassment, sexual misconduct, and sex- and gender-based discrimination has remained in effect. We are committed to providing supportive measures as well as other services, including coordinating with the appropriate campus offices on issues involving discrimination, harassment (including sexual harassment), sexual misconduct, dating/domestic violence, stalking, and discrimination/harassment-based retaliation.



Highlights from the Academic Year

The Title IX Office became a part of the Administrative Affairs division in June of 2022. Before that, our office was under the Office of the President. Sherie Gordon served as the President's Chief of Staff until she was appointed as Vice President of Administration and Finance. With her position change, it was determined that the Title IX Office would remain under her leadership.

One of the most significant changes this last academic year was the Title IX Office expanding from two to three full-time staff members. This has allowed for a more responsive and engaged Title IX

Office, in addition to an increased capacity to collaborate with more campus partners.

During the past year, a Campus Community Access Working (CCAW) group was established to address barriers that prohibit or impede access to places on campus. We are actively involved with this committee, as we all work together to make Cal Poly Humboldt accessible to all individuals.

As part of our ongoing campaign to increase the role of the Title IX Office on campus, we updated our "[Door Flyer](#)," (an 11x17 poster that lists the definition of sexual misconduct, options for reporting concerns, and supportive measures that are available to our campus community) to include QR codes so that students can now scan the code to connect with support resources, including the Campus Advocate Team. The door flyers are displayed on bulletin boards throughout campus, and we provide them, upon request, for staff and faculty offices. Our office wishes to recognize two colleagues, Mira Friedman (Student Health Center) and Charles Moore (Dean of Students Office), who were instrumental in accomplishing this goal. We appreciate their collaborative efforts and dedication to furthering access to resources.

In 2020, our office took on the Clery compliance responsibilities for the campus. Since that time, the Clery Director has continued to build out the website, providing easy to find and follow information including: the annual security reports, campus security authorities (CSAs), timely warnings and emergency notifications, and the campus daily crime log. With a better tracking system in place, more campus employees are completing required trainings on time.

GOALS FOR 2022-2023

The Title IX Office is now under the Administrative Affairs division and thus, we create our goals to align with the vision, mission, and core values they model.

Our priorities for the coming year include:

- Engage student-facing employee groups (Housing, RAMP, Clubs, Learning Center, SAC, etc.) regularly and deliberately to ensure a basic understanding of TIX / DHR support services permeates student spaces.
- Focus prevention outreach on the acceptable limits of student conduct and engage students on responsible responses to unwelcome behavior (bystander intervention model).
- As a staff, regularly participate in TIX / DHR professional education and training to stay current and maintain proficiency in our profession.



In 2021, we hired a student who began translating Title IX handouts into Spanish. We intend to re-fill that position again so that all our most used documents are available in both English and Spanish. This goal supports our continued efforts to offer support and resources to our entire campus community.

EDUCATION AND TRAINING

Department Education

One of our office's core values is committing to lifelong learning, and due to the nature of the work we do – participating in ongoing training is crucial. Title IX/DHR staff hold memberships to several key professional associations, such as the Association of Title IX Administrators (ATIXA) and the Clery Center, and participate in 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 have completed over 80 hours of professional development 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:

- Rachel King's "[Restorative Justice](#)" Seminar
- [ATIXA](#) "Investigative Report Writing" Conference
- MaxFest – [Maxient](#) User Conference
- [NACCOP](#) (National Association of Clery Compliance Officers and Professionals) Annual Conference
- DHR (Discrimination, Harassment & Retaliation) Speaker Series through the Chancellor's Office
- Annual Statewide Title IX and DHR Regulation Meetings

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.

In an effort to keep our audiences engaged, we format our presentations in a manner that promotes active learning and participation. In addition to the information presented, we always allow time for "what-if" scenarios, followed by Q&A sessions. Last year, we logged more than 40 hours conducting trainings across campus.

Some of the groups we met with this year were:

- UPD (Now an annual training)
- Housing & Residence Life
- New Employee Orientation
- Student Legal Lounge
- College of Extended Education & Global Engagement



Required Training for Students and Staff



Our office is responsible for implementing and monitoring completion for both the Sexual Violence Prevention and Clery Reporting Act trainings.

All current students must complete a full Sexual Violence Prevention (SVP) course when they begin at Cal Poly Humboldt, and returning students must take a refresher SVP course. These courses are facilitated through Vector Solutions, a national software vendor. We collaborate with ITS, the Office of the Registrar, and IRAR to assign the course and track completions. This course is required annually and there is no option for exemption from the training. We do recognize that the content of this course can trigger trauma for some individuals. In these instances, we offer to meet with the individual as an alternative training session.

Any staff member who is identified as a CSA (campus security authority) must be trained to know what and how to report incidents that fall under The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act for short) federal law. Enacted in 1990, this is a consumer protection law that focuses on transparency surrounding campus crime policy and statistics, with the goal of creating a more transparent culture, fostering trust of prospective families, and ensuring an environment that encourages students' academic and emotional security. These trainings must be repeated annually, and we utilize CSULearn to alert staff when they are due.

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.

Our office also works with Intercollegiate Athletics to complete the annual NCAA Attestation process, 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.

Lastly, we continue to publicly highlight colleagues who have been instrumental in helping us spread the word about Title IX to the campus community. Each quarter, we select a staff member to join us for “Tea with Title IX” to show our appreciation for the work they have done, that makes our job just a bit easier. This feature

began in Spring 2021. Visit our website and click on [Highlights](#) in the quick links box to see the profiles of honorees from the past semesters.

Core Partners

Cal Poly Humboldt is mandated to designate one Title IX Coordinator who has the primary responsibility to monitor, supervise, and oversee the implementation of and compliance with Title IX and the CSU Non-Discrimination Policy. Ensuring that the needs of students are met in a timely manner is a huge undertaking. Title IX staff networks with these Cal Poly Humboldt departments. Together we are making the University a place where violations are not tolerated.



TITLE IX CASE STATISTICS

Each year the Title IX Systemwide Office requests the following statistics from our office. They use this to aid in the development of a systemwide overview of the number and types of Title IX Complaints received by the CSU.

Q1: Campus	Q2: Title IX Coordinator's Name
Humboldt	Dave Hickcox

Q3: Title IX Coordinator's E-Mail	Q4: Title IX Coordinator's Contact Number
dth174@humboldt.edu	707-826-5177

Q5: The total number open reported matters¹ as of JULY 2021. Please include all cases of Sexual Harassment; Sexual Exploitation; Stalking; Dating and Domestic Violence; and Sexual Misconduct/Sexual Assault.

Total	2
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Q6: The number of reports² received during the reporting period in which a Student, Employee, Third Party, Unknown, or Unidentified is the Respondent. (July 1, 2021 to June 30, 2022).

	Student Respondent	Employee Respondent	Third Party Respondent	Unknown ³ Respondent	Unidentified ⁴ Respondent
Sexual Misconduct/ Sexual Assault	7	0	3	0	11
Dating/Domestic Violence	6	0	6	0	12
Stalking	2	1	1	4	3
Sexual Exploitation	0	0	0	0	0
Sexual Harassment	22	6	1	0	1
Total:	37	7	11	4	27

Q7: The number of allegations investigated with a finding of Violation or No Violation during July 1, 2021 to June 30, 2022.

	Findings	
	Violation	No Violation
Sexual Misconduct/Sexual Assault	1	0
Dating/Domestic Violence	0	0
Stalking	0	0
Sexual Exploitation	0	0
Sexual Harassment	0	1

¹ An "open reported matter" is any disclosure, report, or complaint that has been brought to our attention and has not been resolved or closed.

² For the purposes of this survey, a "report" means ANY Title IX (generally speaking) related disclosure, report, or complaint that has been brought to our attention.

³ A respondent who is an "unknown person" is someone who is alleged to have committed a TIX related violation but the disclosing/reporting person has indicated they do not know who the alleged offending person is.

⁴ A respondent who is an "unidentified person" is a person who is alleged to have committed a TIX related violation and the disclosing/reporting party has indicated they know who that person is or at least their status (i.e. a student, staff, faculty or third-party) and that they do not wish to disclose that information.

Q8: The total number of reports during July 1, 2021 to June 30, 2022 that were resolved without investigation and/or a finding; and how many reports were resolved in each of the following ways:

Type of Outcome	Number of Reports
Informal Resolution prior to investigation commencing	0
Informal Resolution while investigation in process (prior to a finding)	2
Complainant requested resources and/or supportive measures only	37
Complainant did not respond to outreach; insufficient information to move forward	26
Identity of Complainant is unknown so unable to send outreach	1
Insufficient information ⁵ to move forward with investigation but sufficient to take other remedial action	16
Other: Complainant responded, but declined assistance	19
Other: Not a Title IX/DHR Case; referred to another department	36
Total:	137

Q9: The number of allegations received during the reporting period resolved without an investigation and/or a finding for each type of misconduct during July 1, 2021, to June 30, 2022.

Type of Misconduct	Total
Sexual Misconduct/Sexual Assault	22
Dating/Domestic Violence	24
Stalking	12
Sexual Exploitation	0
Sexual Harassment	38

Q10: Looking only at informal resolution where sanctions were imposed - for each type of misconduct, please indicate the number of times each sanction/discipline was imposed.

Type of Disciplinary Action	Type of Misconduct						
	Sexual Misconduct/ Sexual Assault	IPV	Stalking	Sexual Exploitation	Sexual Harassment	Sex or Gender Discrimination	Sexual Orientation Discrimination
Expulsion (Students)	0	0	0	0	0	0	0
Suspension of one year or more (students)	1	0	0	0	0	0	0
Suspension of less than one year (students)	0	0	0	0	0	0	0
Disciplinary probation (students)	0	0	0	0	0	0	0
Termination of employment (employees)	0	0	0	0	0	0	0
Suspension without pay (employees)	0	0	0	0	0	0	0
Letter of reprimand (employees)	0	0	0	0	0	0	0
Education/Training (students/employees)	0	0	0	0	0	0	0
Other: Never Re-enroll Again	1	0	0	0	0	0	0

⁵ Insufficient information, in the context of this survey, means that the report submitted lacked enough details to launch an investigation and/or during the course of initial outreach it was determined that the incident did not meet the criteria for an investigation.

Q11: Looking only at allegations of misconduct that were investigated and the respondent was found responsible for some/all of the alleged misconduct, please indicate the number of times each sanction/type of discipline was imposed for each category of misconduct.

Type of Disciplinary Action	Type of Misconduct						
	Sexual Misconduct/ Sexual Assault	IPV	Stalking	Sexual Exploitation	Sexual Harassment	Sex or Gender Discrimination	Sexual Orientation Discrimination
Expulsion (Students)	1	0	0	0	0	0	0
Suspension of one year or more (students)	0	0	0	0	0	0	0
Suspension of less than one year (students)	0	0	0	0	0	0	0
Disciplinary probation (students)	0	0	0	0	0	0	0
Termination of employment (employees)	0	0	0	0	0	0	0
Suspension without pay (employees)	0	0	0	0	0	0	0
Letter of reprimand (employees)	0	0	0	0	0	0	0
Other (please specify)	0	0	0	0	0	0	0

Q12: The total number open reported matters as of June 30, 2022. Please include all cases of sexual harassment; sexual exploitation; stalking; dating and domestic violence; and sexual misconduct/sexual assault.

Total	11
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CAMPUS ADVOCATE TEAM SERVICES REPORT

This data is provided by the Campus Advocate Team, as part of our collaborative partnership and Nondiscrimination Policy requirements. This data is from August 2021 through July 2022.

Affiliation with CAL POLY HUMBOLDT

Students served:	53
Staff/faculty served:	8
TOTAL SERVED	61⁶

Demographics

Race/Ethnicity

American Indian	2
Asian American	3
Latinx	17
African American/Black	4
White	16
Unknown/Chose not to ID	19

Gender

Female	56
Male	2
Non-binary	3

Age

18-25	42
26-60	10
Unknown	9

Ability⁷

People living with disabilities	4
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Other Categories

Claimant's Relationship to Respondent

Current/Former Partner	8
Other Family/Household Member	3
Current/Former Dating	12
Acquaintance/Friend of Friend	22
Stranger	4
Relationship Unknown	12

⁶ 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.

⁷ Based on self-identification, this one category is duplicative - person counted in other demos

Where Incident Happened

On Campus	10
Off Campus	45
Unknown	6

Types of Services

Campus Advocacy	31
TIX Advocacy	72
TIX Accompaniment	17
Criminal Justice Advocacy	21
Criminal Justice Accompaniment	13
Medical Advocacy	8
Medical Accompaniment	3
Counseling services (appointments for 12 people)	179
24-hr crisis services	46
Referral services provided	143
Title IX trainings for students, staff, and faculty	5 ⁸

Factors to note: COVID-19 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. Despite of these factors, the Campus Advocate Team 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.



CAT & NCRCT offer free & confidential services to survivors of all ages and all gender identities, regardless of when the assault happened. We are also available for friends, family, allies and significant others of survivors wishing to seek information or support for survivors or for themselves as they are also impacted.



⁸ NOTE: This does NOT include trainings and events counted in the DOJ Campus Grant.