June 12, 2015

Dear President Harsin,

The Advisory Committee on Campus Security is pleased to provide you with its report for 2014/15.

Our overall assessment is that Colgate complies with the relevant sections of Article 129-a of the New York State Education Law.

Together with our assessment, this report includes
I. Summary of our compliance by section.
II. Summary of Recommendations from the UX Report on Sexual Assault and Bias Reporting.

You’ll also find the following in the addenda:
III. Consultation summaries
IV. UX Report on Sexual Assault and Bias Reporting
V. Environmental Map of Sexual Climate Initiatives

Ken Valente will be ending his years of service on the committee at the end of Spring 2015. Peter Klepeis was appointed to be his replacement, starting in January 2015 (2015-2018). Debbie Krahmer will serve one more semester, rotating off the committee at the end of Fall 2015. A female-bodied teaching faculty member needs to be appointed to begin a 3 year term in Fall 2015 (2015-2018).

We trust you’ll find this report useful for meeting State requirements and planning for on-campus improvements related to security.

The Advisory Committee on Campus Security
Jesi Buell, Assistant Professor in the University Libraries
William Ferguson, Director of Campus Safety
Mallory Hart, Class of 2016
Michael Hogg, Class of 2017
Peter Klepeis, Associate Professor of Geography
Debbie Krahmer, Associate Professor in the University Libraries, co-chair of the committee
Jamie Mitchell, Assistant Athletics Director for Event Management & Facilities
Ken Valente, Professor of Mathematics and LGBTQ Studies, co-chair of the committee
I. Summary of Compliance by Section of Article 129-a of the NY State Education Law

<table>
<thead>
<tr>
<th>Section 6432</th>
<th>Sexual Assault, Domestic Violence &amp; Stalking Prevention Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compliance</td>
<td>Provisionally: Colgate complies with Section 6432, however we should always endeavor to do more in terms of education and outreach to students, faculty, and staff.</td>
</tr>
<tr>
<td>Consultants</td>
<td>Section III, parts A-E, G-L</td>
</tr>
</tbody>
</table>
| Questions/Concerns | Can Hazing be brought into discussions about sexual assault?  
|                  | Is there a way to keep the orientation thread going throughout the first year?  
|                  | Can there be a larger campus meeting bringing together the various units involved in new student orientation to coordinate?  
|                  | How is the overall success of First-Year Orientation determined? What assessment data exists regarding this? |

<table>
<thead>
<tr>
<th>Section 6433 &amp; 6434</th>
<th>Campus Crime Reporting &amp; Statistics; Investigation of Violent Felony Offenses</th>
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<tbody>
<tr>
<td>Compliance</td>
<td>Colgate complies with Sections 6433 &amp; 6434.</td>
</tr>
<tr>
<td>Consultants</td>
<td>Section III, part F.</td>
</tr>
</tbody>
</table>
| Overview             | Disclosure protocol for statistics is the Annual Report produced and distributed by the Office of Campus Safety. The Colgate Catalogue, Student Handbook, and Viewbook all inform people on how to access the Annual Report. Questions regarding Campus Safety or the Hamilton Police Department should be directed to Bill Ferguson and Rick Gifford.  
|                      | Plans for the investigation of violent felony offenses required by this section are in place and available from Campus Safety. Campus Safety has a Memorandum of Understanding with the Hamilton Police Department that addresses the investigation of violent felony offenses. This was reviewed and updated Summer 2014. |
| Questions/Concerns   | Could Chief Gifford speak at orientation inviting students to come to him with any concerns/complaints about officers? (see Section F)  
<p>|                      | Could Chief Gifford or his designate speak at New Faculty Orientation to introduce himself and invite faculty to speak to him about any concerns? |</p>
<table>
<thead>
<tr>
<th>Section 6436</th>
<th>Bias Related Crime Prevention Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Compliance</strong></td>
<td>Provisionally: Colgate complies with Section 6432, however we should always endeavor to do more in terms of education and outreach to students, faculty, and staff.</td>
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<td><strong>Consultants</strong></td>
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</tr>
<tr>
<td><strong>Questions/Concerns</strong></td>
<td></td>
</tr>
</tbody>
</table>
  • Can Hazing be brought into discussions about bias?  
  • Is there a way to keep the orientation thread going throughout the first year?  
  • Can there be a larger campus meeting bringing together the various units involved in new student orientation to coordinate?  
  • How is the overall success of First-Year Orientation determined? What assessment data exists regarding this? |
II. Summary of Recommendations from the User Experience (UX) Report on Sexual Assault and Bias Reporting.

*For the full report with details, please see Section IV.*

- All students tested were unaware that they could report Sexual Assault or Bias incidents via the website. Education and outreach regarding these issues needs to be more well-spread, especially among new students.
- Where the reports live (the information architecture of the website) is not intuitive. It is suggested to move the reports to other parts of the website navigation where students thought it would live.
- Language used on these websites, search engines and reports needs to be language that the students actually use and understand. Some of the language used now was not understood by our student study participants.
- There are too many forms for reporting incidents. It is not easily discernible which form to use for the students and that could deter people from reporting.
- Anonymous reporting is an option but does instill apprehension in the students. The mechanism for reporting needs to contain more information about the benefits and downsides to reporting this way as well as alternatives.
- The fact that most students thought sexual assault and bias reporting would be mitigated by Campus Safety would deter some people from reporting based on preconceived notions of that department. Again, moving the reports to different places on the website (the Counseling Center, Shaw Wellness, etc.) might help prevent fear of reporting.
III. Summary of Consultations

A. First Year Students/New Student Orientation/First Year Link Education
B. Transfer Student Education
C. Office of Equity & Diversity/Equity Grievance Policy/Title IX
D. Office of Residential Life/Community Leaders
E. International Student Services
F. Campus Safety/Hamilton Police Department/Val Brogan
G. Office of Off-Campus Study
H. Shaw Wellness Institute
I. Office of Undergraduate Studies [No consultation in AY14]
J. Student Government Association
K. Dean of College
L. Inter-Fraternity Council and Pan-Hellenic Council
### Activities, Programming, or Policies

#### First Year Link Education
- Bystander Intervention training
- Red Zone Scenarios and training
- Yes Means Yes
- Safe Zone training
- Diversity 101 (new for Class of 2018), based on the Intergroup Dialog model. Offered by Associate Dean for Multicultural Affairs
- Recruitment of Links for the Class of 2019 was more focused on diversity, including athletes, ALANA, and student leaders.

#### First Year Education
- K. Taylor led a session on the sexual harassment policy.
- Bystander Intervention was held the week after orientation. This was the first year that Bystander Intervention was included. It is possible that it will be made part of the orientation week for Class of 2019.
- Dr. Cullen presented “In Your Company,” including the Link-led discussions/debriefs this year. This format will be used for Class of 2019.
- “Community Conversations,” a new program for Class of 2019, will take place immediately following “In Your Company.” It involves small-group discussions about selected readings related to campus climate.
- Social Responsibility is a big theme for orientation programming for Class of 2019.

### Office or Program

<table>
<thead>
<tr>
<th>Office or Program</th>
<th>A: First Year Students/New Student Orientation/First Year Link Education</th>
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</thead>
<tbody>
<tr>
<td>Contact(s)</td>
<td>Chelsea Lehmann (New Student Initiatives), Program Coordinator, Special Projects for the Dean of College</td>
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<tr>
<td></td>
<td>Marrlee Burgess, Associate Dean for Administrative Advising</td>
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<td></td>
<td>Katie Kammerdiener, Assistant Director, CLSI</td>
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<tr>
<td>Section(s)</td>
<td>6432: Sexual Assault Prevention Information</td>
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<td></td>
<td>6436: Bias-related Crime Prevention Information</td>
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<thead>
<tr>
<th>Office or Program</th>
<th>B: Transfer Student Education</th>
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</thead>
<tbody>
<tr>
<td>Contact(s)</td>
<td>Aurelius Henderson, Assistant Dean for Administrative Advising (Transfer Students)</td>
</tr>
<tr>
<td>Section(s)</td>
<td>6432: Sexual Assault Prevention Information</td>
</tr>
<tr>
<td></td>
<td>6436: Bias-related Crime Prevention Information</td>
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</table>
Activities, Programming, or Policies

Education on misconduct is minimal but undergoing additional review. Fall transfer students have access to orientation materials and lectures; Spring transfers do not. There is no follow-up.

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<thead>
<tr>
<th>Office or Program</th>
<th>C: Office of Equity &amp; Diversity/Equity Grievance Policy/Title IX</th>
</tr>
</thead>
</table>
| Contact(s)        | ● Lyn Rugg: associate provost for equity and diversity, Title IX representative  
|                   | ● Tamala Flack: Director of Equal Employment Opportunities & Affirmative Action |
| Section(s)        | 6432: Sexual Assault Prevention Information  
|                   | 6436: Bias-related Crime Prevention Information |

Activities, Programming, or Policies

OED has been heavily involved in the Colgate For All initiatives, including:

● Diversity training all staff members in Office of Financial Aid, Admissions, museum & library faculty.

● Intergroup Dialogue (IGD) Workshops in January 2015 and train-the-trainer in May, including a bi-weekly reading group.
  ○ Supported a group of faculty and staff to attend the North East IGR Conference at Skidmore College in June 2015.
  ○ With D. Johnson (director of the CLTR), Kezia Page (Sio Chair) and Maura Tumulty (faculty member), evaluated faculty proposals for funding to develop courses that incorporate IGD or related pedagogy.
  ○ Sent OED staff member Denise Contreras with nine students to the Sustained Dialogue Conference in Tuscaloosa, Alabama in March 2015.

● Developed student-facilitated training to interrupt bias (Bystander Intervention training with a diversity focus) with K. Kemp-DeLisser, Asst. Dean & Director of LGBTQ Initiatives. This updated training will be shared with all students starting in Fall 2015.

● Met with D. Johnson (director of the CLTR) to discuss a multi-pronged approach to faculty training, including teaching tables and other diversity programming for spring 2015 and beyond.

● Worked with HR and Assoc. Dean of Faculty to identify gaps in the hiring process & propose significant revisions, including ensure broad and targeted outreach, standardizing objective candidate evaluation, and diversifying search committees. Candidate evaluation will include assessment of candidate’s ability to foster an inclusive workplace. Implemented search committee training for all staff searches, and engaged Dr. Patricia Romney to conduct workshops around "Diversifying the Faculty".

Continuing with ongoing, sustained efforts to publicize the EGP Process & its panel members. Including:
- Brochure “Support Services for Survivors of Sexual Assault” went out to all students at the start of the Fall 2014 semester. EGP process brochure “Support Services for Complaints of Bias, Harassment & Discrimination” went out to all students and employees at the beginning of the Spring 2015 semester.
- Advertisements in the Maroon News this spring about the EGP process and its panel members.
- A flowchart of the EGP process was posted outside the Office of Equity and Diversity, which is a high-traffic area for students, with additional brochures.
- EGP and Title IX training provided for EGP members as well as Colgate community members broadly, including new faculty orientation, new staff orientations, administrative group, all staff group, and numerous student leader groups (CLs, Links, SGA).
- Attended regular meetings of the Sexual Climate Advisory Committee (chaired by Scott Brown). Worked with members of the DOC to evaluate the online programs on alcohol and sexual assault prevention for new students, to select new programs for Fall 2015, and to make the programs mandatory for all new students.
- Two interns were hired in January 2015 and are working on outreach related to the EGP policy and process, student-facilitated training, and on supporting the effort to bring Sustained Dialogue to Colgate.

OED has also made several changes to their website in response to questions last year, and they attended NY6 Deans Title IX In-Service.

<table>
<thead>
<tr>
<th>Office or Program</th>
<th>D. Office of Residential Life/Community Leaders</th>
</tr>
</thead>
</table>
| Contact(s)        | • Kerra Hunter: Director of Residential Programs  
|                   | • Kathryn Wojcik: Asst Director of Residential Life Programs/Social Host Program |
| Section(s)        | 6432: Sexual Assault Prevention Information  
|                   | 6436: Bias-related Crime Prevention Information |

Activities, Programming, or Policies

Social Host Program:
- All events on campus involving over 25 people with alcohol, must be registered.
- Anyone who staffs a registered party (serving as a social host) has to be sober, 21 & TIPS certified (see Section H for information on TIPS training). Every event has 2 social hosts.
- Offered 4 training sessions on social hosting so non-Greeks would know about the process.
- A sober monitor is required for every 50 people.
- Servers check IDs and make sure attendees are over 21. Everyone is limited to one drink per hour. Fraternities use wristbands, and require 2 forms of ID & a wristband.
- Registered/Approved parties are all listed on a spreadsheet for Campus Safety.
- Campus Safety does a pre-check, then returns for a re-check. Officers record issues.
- Social hosting has been in place for a while, but it was really revitalized the past couple years to streamline the process to make it easier to register an event.
- This semester, they started to do a training with social host & RISK managers to go over what risks are and how to have a safe party.
- Risk training addresses bias-related concerns in addition to other risks.

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<thead>
<tr>
<th>Office or Program</th>
<th>E: International Student Services</th>
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<tbody>
<tr>
<td>Contact(s)</td>
<td>Christina Khan, Assistant Dean and Director of International Student Services</td>
</tr>
</tbody>
</table>
| Section(s)                 | 6432: Sexual Assault Prevention Information  
6436: Bias-related Crime Prevention Information |

### Activities, Programming, or Policies

International students participate in First-Year Orientation immediately after International Student Orientation and receive the same level of education as domestic students on the sexual harassment and conduct policy as well as bystander intervention.

The handbook *So This is Colgate*, revised for and distributed to international students in Fall 2014, contains a paragraph that discusses Colgate’s misconduct policies.

<table>
<thead>
<tr>
<th>Office or Program</th>
<th>F. Campus Safety/Hamilton Police Department</th>
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</thead>
</table>
| Contact(s)                 | Bill Ferguson, Director of Campus Safety  
Rick Gifford, Chief of Hamilton Police Department  
Val Brogan, Campus Safety Assistant Director for Investigations |
| Section(s)                 | 6434: Investigation of Violent Felony Offenses |

### Activities, Programming, or Policies

- The communication and relationship between the director of campus safety and chief of police is hugely important to campus. They meet regularly, have an Memorandum of Understanding (MOU), and follow up with each other as situations warrant. Questions regarding HPD or Campus Safety can be addressed directly to Chief Gifford and Director Ferguson.
- Most communication between Hamilton Police Department (HPD) and Campus occurs through Chief Gifford & Director Ferguson & Investigator Val Brogan. Inv. Brogan maintains contact regarding specific investigations and retrieves any HPD reports related to student arrests and code of student conduct violations.
- Required Memorandum of Understanding (MOU):
  - was updated Summer 2014, and is regularly revisited and updated as necessary.
○ Expanded with added definitions.
○ On file with the Office of Campus Safety.
○ Outlines the process for police conducting legal business on campus, and ensures regular communication between Campus Safety and HPD.

Hamilton Police Department:

● All faculty, staff and students are invited to speak with Chief Gifford about any concerns or questions regarding any member of the police force. Specifics (officer’s name, date, action, etc.) are preferred so that he can investigate and respond efficiently and effectively.
● Every complaint is investigated. Only criminal complaints against officers are made public.
● Number of noise violations are up due to the fact that the ordinance was passed regarding specific sound levels. It’s a local law and is enforced in a different fashion as compared to criminal law violations.
● Currently there are 5 full time and 8 part time officers.
● The number of arrests for fraudulent IDs has gone down. Chief Gifford and the District Attorney had worked countywide with law enforcement agencies to standardize which section of the Penal would be utilized to enforce possession of fake IDs.

Inv. Brogan’s relationship between Campus Safety & HPD:

● Employed as a part time investigator for Hamilton Police, per diem. She does not participate as a police officer in any HPD investigation related to Colgate.
● Inv. Brogan’s full time function is here at Colgate. She does not identify herself as a police officer when working for Colgate and if a student wants to proceed through the conduct process and the criminal process, Inv. Brogan only handles the Colgate conduct portion, so there is a separation.
● When Inv. Brogan is working for CU, she will advise students that they have a right to report the incident to campus, police, or both. If the student wants to prosecute, Val stops and will facilitate the student-police contact and turns the investigation over to the police.
● Inv. Brogan will work with Hamilton PD on cases outside of Colgate, but not on campus. Inv. Brogan is not a police officer on campus at all, except for example if there’s an active shooter on campus, then she would be compelled to act and respond as a police officer.

External Review of Campus Safety:

● Previously an operational external review of operations was done in 2012. After the Fall 2014 protests, it was recommended that an external review be conducted focusing on community relations. This review is tentatively schedule for fall ’15.
● Regular diversity training will be incorporated into the department. Diversity training was conducted for Campus Safety in January 2015.
● feedback from the community will be made available for the review.
<table>
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<tr>
<th>Office or Program</th>
<th>G. Office of Off-Campus Study (OCS)</th>
</tr>
</thead>
</table>
| **Contact(s)**    | • Kara Bingham, Director of International Programs (left position in May 2015)  
• Carol Drogus, Senior Associate Director of Off-Campus Study and Interim Director of International Programs |
| **Section(s)**    | 6432: Sexual Assault Prevention Information  
6436: Bias-related Crime Prevention Information |

**Activities, Programming, or Policies**

There are not separate policies or procedures specific to OCS; the office utilizes the university’s resources for sexual violence support and education. Faculty directors and students are reminded of these resources as part of their pre-departure orientation. Also, faculty are reminded of reporting requirements in the pre-departure meeting.

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<thead>
<tr>
<th>Office or Program</th>
<th>H. Shaw Wellness Institute</th>
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</thead>
</table>
| **Contact(s)**    | • Thad Mantaro, Director, Shaw Wellness Institute  
• Jane Jones, Assistant Director for Alcohol and Other Drug Services, Shaw Wellness Institute |
| **Section(s)**    | 6432: Sexual Assault Prevention Information  
6436: Bias-related Crime Prevention Information |

**Activities, Programming, or Policies**

**DAPA (Drug and Alcohol Peer Advisors) Grants** are intended to support a fun and safe social environment at Colgate. Our committee funds registered events containing alcohol and alcohol-free events.

**Bystander Intervention training** is designed to prevent various types of violence, including bullying, sexual harassment and assault, and intimate partner violence. The training occurs during a two-hour interactive program led by student facilitators. It includes videos, discussion of the definition of consent, facts about how Colgate can help student survivors of sexual assault and/or harassment, and a long section on how to identify dangerous situations and intervene safely and effectively.

**TIPS training** ([http://gettips.com/](http://gettips.com/)). Training & Intervention Procedures is a skills training program specifically designed for college students. The emphasis of the training is on how to handle situations in which individuals have misused alcohol. The materials are focused on the unique environment that a college setting presents and how your actions can prevent alcohol-related problems. TIPS training
has been offered at Colgate for 18 years. It is an offshoot of a national program (originally a 10 hour class, now shorter).

A small number of students receive the training just for the sake of it; normally, students take the program in conjunction with registering a party. Among the groups with members receiving training are fraternities, BDS (Blue Diamond Society), Brothers, athletics has it as part of the passport program; Jane is willing to do it for any groups (but the cost of the workbook is sometimes an issue). Greek organizations started going through training 10 years ago. Every year all the new fraternity brothers receive TIPS training. A key focus is on the social setting and the role of the sober brother in a party. For example, how do you talk to someone when you need to intervene or cut them off from alcohol? Sororities normally do not have members receive TIPS training given that they tend not to have alcohol at parties.

In addition to the emphasis on alcohol, Jane has added to the training themes related to Colgate culture, education and safety. Sexual assault – while not part of the curriculum, per se – receives attention in the context of discussions about consent for people who have been drinking and the effect of alcohol on women.

Works with many other groups and programs on campus, including the Sexual Climate Advisory Committee (SCAC, http://www.colgate.edu/offices-and-services/deanofthecollege/sexual-climate-initiatives). The SCAC is led by Dean Scott Brown and is composed of faculty, staff and students. It develops and evaluates initiatives at the individual, environmental, and system level that contribute to a climate of sexual respect. See the Environmental Map of Sexual Climate Initiatives on campus (Section V) for examples of ongoing initiative. Other programs with the Institute is affiliated are the Alcohol and Drug Advisory Committee, the Alcohol Working Group Assessment Team, Keep it Sexy Colgate, and LGBTQ Initiatives as well as student groups, such as Substance Free Living.

Wellness website highlights many resources, including MyStudentBody, which promotes healthy behaviors and responsible decision making at the individual and student body level. Created with support from the National Institutes of Health (NIH), MyStudentBody covers drug and alcohol abuse, sexual health, nutrition, tobacco, and stress.

Thad and Jane are open to attending a bigger meeting with groups on campus that deal with sexual assault and bias--related crime (their office deals with bystander, consent, alcohol & harassment issues)

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<tr>
<th>Office or Program</th>
<th>J: Student Government Association</th>
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<tbody>
<tr>
<td>Contact(s)</td>
<td>Michael Hogg, SGA Senator</td>
</tr>
</tbody>
</table>
| Section(s)        | 6432: Sexual Assault Prevention Information  
|                    | 6433: Campus Crime Reporting & Statistics |
Activities, Programming, or Policies

Title IX Training and Bystander Intervention Training
This year the Senate passed a new bylaw mandating Title IX and Bystander Intervention trainings for all SGA senators and Executive Board members. (Executive Board is the equivalent of a presidential cabinet.) By having these members complete these trainings, SGA hopes its student representatives can better understand these important issues.

Campus Safety Relations
SGA hosted a lunch panel discussion with five or six members of Campus Safety on March 10. About 100 students attended and there was not enough time to answer everyone’s questions. Students expressed concerns regarding student-officer relations as well as how Campus Safety is used as a switchboard for all after-hour calls, especially to the Dean on Call. Some students are uncomfortable going through Campus Safety to get to a dean regarding a personal matter. The general feeling of SGA was that more events and discussions like these are essential when building ideal student-officer relationships.

Internal Structure
President and Vice President-- Foster relationships with many members of the Colgate community including the director of Campus Safety, the mayor, and the chief of police in order to maintain a student voice in safety issues.
Senate-- Frequently asks administrators to present to them regarding important campus issues. Dean Nelson spoke regarding the actions taken during and following the sit-in, for example. Senate acts as the primary student voice to the rest of the Colgate community and accordingly tries to stay informed on important issues regarding safety and crime.
Positive Sexuality Coordinator-- Executive Board position to assist in planning the mandatory SGA trainings as well as working through student government to advance dialogues regarding sexuality, consent, etc.
Health Services Liaison-- New Executive Board position to create relationship between SGA, Student Health Services, and the Shaw Wellness Institute. The liaison collaborated with Shaw Wellness on a student survey regarding alcohol norms on campus to find out basic campus drinking statistics. Results Pending.
External Affairs Committee-- Senate committee with about six members whose primary focus is on Hamilton-Colgate relations. The committee’s chairs attend town meetings and have ongoing relationships with the mayor and the chief of police.

Looking Ahead
Incoming President Kegan Thompson will seek to improve campus climate through:
- Sustained campus dialogue regarding diversity, privilege, and inclusivity
- Further implementation of Bystander Intervention Training
- Evaluation of the Blue Light System
More accessible, transparent programs and institutions to aid victims of sexual assault or aggression.

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<tr>
<th><strong>Office or Program</strong></th>
<th>K: Dean of College</th>
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<tr>
<td><strong>Contact(s)</strong></td>
<td>Scott Brown, Associate Vice President and Dean of Students</td>
</tr>
</tbody>
</table>
| **Section(s)**       | 6432: Sexual Assault Prevention Information  
                         6436: Bias-related Crime Prevention Information |

**Activities, Programming, or Policies**

**Sexual Climate Initiatives:**
- Sexual Climate Communication Plan
  - Consent Marketing Campaign
  - Title IX materials (flow chart, incapacitation, coercion)
  - Student Health 101 SaVE Act Monthly
  - EGP/Sexual Health Websites
  - Student Health 101
- Training/Student Support:
  - Agency Response Training (Deans on Call, EGP Members)
  - Victim Support Training (DoC Division)
  - Investigator Training
  - NY6 Deans Title IX In-Service
  - Student Sexual Assault Hotline Staffing
  - Link/CL/Wilderness Adventure training
- Education Efforts:
  - “Yes Means Yes” (1.0/2.0) positive sexuality courses
  - Sexual Peer Health Educators
  - Bystander Intervention Program
  - “Red Zone” initiatives
  - HAVEN
  - “This is not a play about sex”: Student-developed play on student relationships

**Inclusive Campus**
- Inclusive Campus Communication Plan
  - Bias-response Communication Plan
  - ALANA brochure / website
  - Office of Diversity & Inclusion Website
  - Colgate For All – Website
- Education Efforts
  - Diversity 101 (Link, CLs, GLO, student leaders)
  - Safe Zone
  - First Year Orientation (See Section III-A First Year Orientation)
- Intergroup dialogue (including 5 faculty grants for IGD or similar pedagogy)
- Campus Safety Training & HPD (See Section III-F for details)

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<tr>
<th>Office or Program</th>
<th>L: Inter-Fraternity Council and Pan-Hellenic Council</th>
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<tr>
<td>Contact(s)</td>
<td>Information obtained through various consultations</td>
</tr>
<tr>
<td>Section(s)</td>
<td>6432: Sexual Assault Prevention Information</td>
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**Activities, Programming, or Policies**

Fraternities actively participate in the Training and Intervention Procedures for Servers (TIPS) program and Bystander Intervention training.
IV. User Experience Report on Sexual Assault and Bias Reporting

Sexual Assault and Bias Reporting UX Study
Colgate University Website, February 2015
By Jesi Buell and Wanying Yang

Background
In light of the student protests of last semester, the Advisory Committee for Campus Security (ACCS) thought it pertinent to explore the mechanisms available to students via the Colgate website, especially in terms of sexual assault and bias reporting. Instructional Design and Web Librarian Jesi Buell and research assistant Wanying Yang designed and conducted a User Experience (UX) study for Colgate students that would explore how they use the Colgate website for information gathering and sharing. We focused on issues pertaining to navigation, language use and comprehension, taxonomies and information hierarchies, visual design, and content accessibility.

UX Study
To prepare for the UX studies, Wanying and Jesi originally met with the three predominant stakeholders for this online content to gather their perspectives – they included Bill Ferguson from Campus Safety, Marilyn Rugg from the Office of Equity and Diversity, and Jason Kammerdiener from Communications (who run the website). We also did a content inventory of the website (pages pertaining to sexual assault and bias) and reviewed the Google Analytics.

The analytics (reviewed from May 21, 2013 – when Colgate adopted the new CMS and web interface – until February 4th, 2015) showed that pages underneath the “Dean of Colleges” had very low views – the highest viewed page being the Sexual Violence Support, Resources and Education page (http://www.colgate.edu/offices-and-services/deanofthecollege/biassexualmisconductresources/sexual-violence-support-resources), which had 23 views. Compared to the highest viewed Campus Safety page (their homepage with 7,137), this information already showed a potential flaw in housing the majority of this information underneath the “Dean of Colleges” part of the webpage.

From February 16th – 27th, 2015, Wanying and Jesi scheduled 16 studies but actually conducted 10 15- to-30 minute studies (6 no-shows) in Case Library. The size of this study is consistent with average UX studies for the size of this institution. For their participation, students were compensated with a $5 gift certificate to Case’s Hieber Café. The study consisted of an individual interview where the user was asked their opinion on several questions, a cognitive task analysis where the user was asked to perform specific tasks on the Colgate website, and finally a System Usability Scale questionnaire. We avoided specific language in order not to bias or lead their responses.
The demographics of our study participants are represented thusly:

**Gender**
- Male: 3
- Female: 7

**Age**
- < 20: 5
- 20 - 25: 5

**Class Rank**
- Freshman: 1
- Sophomore: 4
- Junior: 2
- Senior: 3

**Majors**
- Humanities: 1
- Natural Sciences: 5
- Social Sciences: 3
- Undecided: 2
Study Results

Common responses:

- None of the students knew that they could report bias or sexual harassment incidents online.
- The majority of students showed incorrect interpretations when asked the meaning of “bias reporting”:
  - The majority of students remarked that they had never heard that phrase before.
- A considerable percentage of our students voiced concerns about “distance” they felt towards Campus Safety and would rather report to a counseling center or other option. Several students said that a victim of sexual harassment would not be comfortable reporting or meeting with Campus Safety officers.
- The vast majority of students would use the search bar to find information rather than browse the site navigation.
- Search terms used to find sexual assault or bias reporting:
  - “Incident reporting” / “incident report”
  - “Sexual assault”
  - “Sexual abuse”
  - “Discrimination”
  - “Sexual harassment” / “sexual harassment Colgate”
  - “Counseling center”
- Only one of our students successfully navigated to reporting mechanism on their first try. This indicates issues with the website taxonomy and the need to place this content where students are looking for them as well as making the content more visible. Currently, content lives under “Dean of College” and “Offices & Services>>Campus Safety”. Examples of navigation students followed to browse for reporting mechanisms –
Current Students>>Safety>>Report sexual misconduct (Dean of College subpage with Anonymous Reporting) – Successful
Office & Services>>Counseling Center>>Services – **Unsuccessful** // then tried Women’s Studies Center – **Unsuccessful**
Offices & Services – got overwhelmed with choices and gave up - **Unsuccessful**
Staff – **Unsuccessful** //then tried Campus Life – **Unsuccessful**
Campus Life – **Unsuccessful** //then tried Offices & Services>>Equity and Diversity>>Resources>>Bias Conduct & Sexual Harassment Reporting – Successful
Campus Life – **Unsuccessful** //then tried Offices & Services>>Campus Safety (didn’t scroll down – just gave up – couldn’t find it) – **Unsuccessful**
Offices & Services>>Equity & Diversity>>Campus Safety>>Tip form (not necessarily about sexual assault or bias reporting) – **Unsuccessful**
Campus Life – **Unsuccessful** //then tried Current Students>>Safety>>Reporting - Successful

Direct quotes:
- “Campus Life [page] should have safety information or something like ‘Student Resources’.”
- “Is there a way to consolidate the forms [the reporting mechanisms] instead of having so many? They seem to overlap.”
- “It seems like a good idea to have online reporting for sexual assault. If I knew that it would be very easy to report online and if I knew the online report existed, I would be more inclined to use it. But online forms don’t have the kind of support people might need.”
- “I am only aware of EGP signs in the bathrooms about rape reporting.”
- “By reporting you are putting yourself out there. I would think about the consequences of reporting – for example, there could be backlash against me and I don’t like to make other people uncomfortable.”

**Suggested Changes to the Website**

- **Language:** a common problem on the Colgate website is difference in language used by the administration or faculty creating the web content and the language students actually use (i.e. see “bias” conclusions above)
  - Language must be easily intelligible to our users – i.e. we have to use the same language that students would use in order for the students to be able to find the content they need.
  - Common language problems identified in this study to contemplate changing:
    - Bias
    - Sexual Climate (no one found this page and both researchers were unaware of its existence after several months reviewing web content pertaining to this matter)
    - Hazing

- **Site hierarchy:** Reporting mechanisms currently live on two parts of the Colgate website - Dean of College (report anonymously) and Offices & Services>>Campus Safety homepage (report specifically). The content on the Dean of College taxonomic limb is especially confusing to people outside of the administration (i.e. our users are not going to the “Dean of College” pages to look for sexual assault and bias information). We suggest adding more hyperlinks to this content in areas of the taxonomy that the students would look (see examples below).
  - Currently, all reporting mechanisms live on the Campus Safety or Dean of College pages. We suggest including report mechanisms on other pages as well. Common pages students thought would have reporting mechanisms (but do not) include:
- Counseling Center (we suggest adding visible link on this page)
- Shaw Wellness (we suggest adding visible link on this page)
- Campus Life (we suggest adding visible link on this page)
- Campus Safety (where the reporting mechanism lives)
- About Colgate
- Equity Grievance Process (content lives in this part of the hierarchy already but could be more visible)
- LGBTQ Life (we suggest adding visible link on this page)
- Women’s Studies Center (we suggest considering adding visible link on this page)
- ALANA (we suggest considering adding visible link on this page)

This page - [http://www.colgate.edu/offices-and-services/deanofthecollege/biassexualmisconductresources/sexual-violence-support-resources/getting-help](http://www.colgate.edu/offices-and-services/deanofthecollege/biassexualmisconductresources/sexual-violence-support-resources/getting-help) - needs to very visibly (as visible as the “Report Anonymously Online” button”) display a button for the non-anonymous reporting mechanism(s) as well
- Too much scroll on this page – should lessen amount of text and reorganize content so all options are visible at first glance and without scroll.
- This page - [http://www.colgate.edu/offices-and-services/deanofthecollege/biassexualmisconductresources/sexual-violence-support-resources/getting-help](http://www.colgate.edu/offices-and-services/deanofthecollege/biassexualmisconductresources/sexual-violence-support-resources/getting-help) - should appear with this page - [http://www.colgate.edu/offices-and-services/deanofthecollege/biassexualmisconductresources/sexual-violence-support-resources](http://www.colgate.edu/offices-and-services/deanofthecollege/biassexualmisconductresources/sexual-violence-support-resources) - as a link for more information. Right now, it is the opposite way around which makes the student drill-down quite a bit before they get to the information they are searching for. The latter page is full of text and information that should be an option to read, not a requirement in order to get to the mechanism.

- Anonymous Reporting Mechanism:
  - Needs to show up on every page where any reporting mechanisms exist
  - Include more information before and after submission of anonymous report –
    - Especially in terms of people they can reach out to in various offices – a lot of concern around the emotional heaviness and having the victim feel isolated by the reporting process
    - Needs to trigger information after submitting giving them more details about their options

- Campus Safety page:
  - Layout – some students missed the reporting mechanisms due to the scroll necessary to find it. We would eliminate the image, superfluous text, organize the reporting mechanisms differently in order to maximize space and readability of the page. If interested in design suggestions, please contact Jesi Buell.
  - There are too many reporting mechanisms and no students chose any that they had to scroll to find. All students chose the first two reporting mechanisms: Report Sexual Assault, Misconduct, or Harassment or Report Bias, Discrimination, or Harassment Incident
    - We suggest limiting the number of reporting mechanisms; they only add to confusion.
    - We suggest two reporting mechanisms: Reporting an Incident or Concern and Anonymously Reporting an Incident or Concern. The burden of figuring out the type of incident should be on the back-end, not on the user.
    - After non-anonymous report is submitted, there needs to be more information on the submission page – especially confirmation that someone will contact them and that no action will take place until filer is contacted.

- Sexual Climate Initiatives page:
Change the name of the Sexual Climate Initiatives page - http://www.colgate.edu/offices-and-services/deanofthecollege/sexual-climate-initiatives - as well as improve the SEO so that it surfaces higher in search results.
  ▪ This is a resource that several students said should exist and clearly were not aware that it already did.

This page suffers from ‘text-blindness’. In other words, there is too much text to easily digest on this page. We would suggest greatly limiting the amount of text currently displayed.

**Office of Equity and Diversity page:**

- Surface contact information higher on the page

**Dean of College page:**

- Communicating a Concern page - http://www.colgate.edu/offices-and-services/deanofthecollege/communicating-an-incident-or-concern - is essentially the Campus Safety page. There only needs to be one of these pages with the reporting mechanism – the Dean of College>>>Communicating an Incident or Concern should hyperlink to the Campus Safety page
  ▪ Again, students are not going to “Dean of College” pages to find information on sexual assault or bias reporting

**Naming Conventions for Webpages:** Rename the page title of this page - http://www.colgate.edu/offices-and-services/deanofthecollege/communicating-an-incident-or-concern/sexual-assault-sexual-misconduct-sexual-harassment - so that when it comes up in Search Results, it doesn’t read “Sexual Assault-SexualMisconduct-Sexual” but rather something about “Sexual Assault Reporting” so the link is more intelligible.

**Search Terms:** When searching “rape”, “sexual abuse”, “race”, “racist”, “slur”, etc., the Campus Safety page and Office of Equity and Diversity page should surface more readily in the search results.

**Additional Student Observations**

- **Public Image of Campus Safety:** There is a public image issue on campus amongst students in terms of the Campus Safety office. There were concerns voiced by several participants about potential latent racism of officers and dealing with men in Campus Safety regarding sexual issues. Therefore, reporting mechanisms living predominantly on this page could potentially deter students from reporting.

- **Student Outreach and Education:** There needs to be greater education about sexual assault and bias, including the reporting process. Students simply are not aware of their options or that they can report incidents. Greater inclusion in First Year Orientation seems to be the best place to emphasize this crucial information. Another idea would be to educate the Community Leaders and LINKS with this information.

**Conclusion**

The people creating the content for the Colgate website (Administration and Faculty) are not organizing and labeling information in the same manner that the people using the website (Students) would. This creates confusion, an inability to find information, and ultimately the users giving up on finding information on the website. We can improve these gaps in communication through the suggestions above.
V. Environmental Map of Sexual Climate Initiatives


ENVIRONMENTAL MAP

Leadership/Coordination
Sexual Climate Advisory Committee (SCAC)
(Sub-committees: Health, Education, Programming/Events, Policy)
Sexual Climate Women
SGA Positive Sexuality Liaison

Educational Efforts
“Yes Means Yes” (10/12) positive sexuality course
Second Year Health Educators
Bystander Intervention Program
“The Cat’s Way” “Personal Decisions” module (fall 2015)
“Red Zone” initiative
HAVEN

Training/Student Support
Agency Response Training (DoC on Call, EGP Members)
Victim Support Training (DoC Division)
Investigator Training
NTU “Does Title IX In Service”
Student Sexual Assault Hotline Staffing
Link/CL/Wilderness Adventure training

Sexual Climate

Programming/Events
This is Not a Play about Sex (92% of resident student population attended)
Speakers
Brown Bag (SAFE, All-Male)
Vagina Monologues
Positive Sexual Health Programs
IFC New Member Programs
Take Back the Night
“Blue for Q” Athletic Event
Peer Health Education Outreach

Environmental Map

Sexual Climate-Related Groups
Center for Women’s Studies
Sawan Wellness Institute
LGBTQ Initiatives
Colgate Advocates for Positive Sexuality
The Network
Breaking the Silence
Men’s Group

Campus Policy/Regulation
Student of Concern Forms on Wiki
Annual Policy Overview in Orientation
Employee (Policy Mailing, All-Staff, Adm. Group)
EGP/Busi Brochures (student revised)
Updated Handbook (domestic violence, stalking)
Family meeting, orientation, dept. courses
Clery Reporting
No First-Years in GLO houses
Update Students on Policies

Communications
Sexual Climate Communication Plan
Content Marketing Campaign
Title IX materials (flow chart, incapacitation, coercion)
“Colgate Cares” App (proposed)
Student Health 101 SaveIE Act Monthly
EGP/Secual Health Websites
Student Health 101

Assessment
HEIDY Climate Survey (spring 2015)
National College Health Assessment (NCHA)
CORE Survey
Monthly SGA Surveys
Diverse Learning Experiences (DLE)
EGP External review (fall 2015)

As of 1/21/2015