



1. GENERAL INFORMATION (continued)

1.10 SEXUAL HARASSMENT AND MISCONDUCT

1.10.1 SEX & GENDER-BASED MISCONDUCT RESPONSE & PREVENTION POLICY

Ross University School of Veterinary Medicine ("RUSVM") is committed to providing a work and educational environment free of unlawful harassment, discrimination and retaliation. RUSVM expressly prohibits sex and/or gender-based misconduct, which includes sexual harassment, sex discrimination, sexual assault, rape, domestic violence, dating violence, stalking, sexual exploitation and gender-based harassment. Any acts that meet this Policy's definitions of sex and/or gender-based misconduct are a violation of RUSVM's Policy. RUSVM is committed to fostering an environment where any alleged violation of this Policy is promptly reported, and complaints are resolved in a fair and timely manner. Creating a safe environment is the responsibility of all members of the community. Regardless of the definitions provided below, anyone who believes they are a victim of sex and/or gender-based misconduct should report the incident as soon as possible to the Sexual Misconduct Response Coordinator (See "Definitions" section below for contact information) or the campus complaint administrator in addition to seeking immediate medical and/or safety assistance.

This Policy applies to complaints or reports of alleged sex and/or gender-based misconduct. RUSVM states that no student or employee should be denied equal access to educational programs or activities on the basis of sex or gender, regardless of geographic location. Accordingly, RUSVM has adopted this institutional Policy to ensure that students and employees are protected even when they are located outside of the United States.

RUSVM reserves the right to make changes to this policy as necessary, and once those changes are posted online, they are in effect. If laws, regulations or court decisions change requirements in a way that affects this policy, the policy will be construed to comply with the most recent laws,

1.10.1.1 SCOPE

This Policy applies to all members of the RUSVM community, and includes but is not exclusive to faculty, staff, students, visitors, volunteers, vendors and persons related to, receiving or seeking to receive services, or otherwise pursuing studies with the organization. It also applies, as appropriate, to any alleged act of sex and/or gender-based misconduct that adversely impacts the RUSVM community, whether those acts occur on or off campus.

1.10.1.1.2 KEY DEFINITIONS

"Affirmative Consent" is the affirmative, knowing, conscious, voluntary and mutual agreement to engage in sexual activity. Consent can only exist free from intimidation, force, threat of force or coercion. Under this Policy, "No" always means "No" and "Yes" may not always mean "Yes." Anything but voluntary, conscious, affirmative consent to any sexual activity is equivalent to "no" for purposes of this Policy. It is the responsibility of each person involved in the sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in the sexual activity. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. While the legal definition of consent is found in the RUSVM's Annual Disclosure, the following general rules apply when assessing whether consent has been/was given.

- Consent can never be assumed.
- The lack of protest or resistance does not constitute consent, nor does silence.
- Where there is use of threat, force or restraint by the Respondent, the lack of verbal or physical resistance or the submission by the victim does not constitute consent.
- The manner of dress of the victim does not constitute consent.
- The existence of a dating relationship between the persons involved or the fact of past sexual relations between them should never, by itself, be assumed to be an indicator of consent.
- Consent to sexual activity with one person does not constitute consent to sexual activity with another person.
- A person who initially consents to sexual contact, including penetration, may withdraw continued consent at any time during the course of that interaction. When consent is withdrawn or can no longer be given, engagement in sexual activity must stop.
- Consent to some form of sexual activity cannot automatically be taken as consent to any other form of sexual activity.



1. GENERAL INFORMATION (continued)

- A person cannot consent to sexual activity if that person is unable to understand the nature of the activity or give knowing consent due to circumstances, including without limitation the following: the person is incapacitated due to use or influence of alcohol or drugs; the person is asleep or unconscious; the person is under age, or the person is incapacitated due to a mental disability.
- Consent is required regardless of whether the person initiating sexual activity is under the influence of drugs and/or alcohol.
- A power differential between people engaged in a sexual act presumes the inability to consent for the less powerful person (e.g., the student in a student-colleague interaction; the supervisee in a direct report-supervisor interaction).
- It is not a valid excuse to alleged lack of affirmative consent that the Respondent believed the victim consented to sexual activity if the:
 - Respondent's belief arose from the Respondent's own intoxication or recklessness
 - Respondent did not take reasonable steps to ascertain whether the Complainant affirmatively consented
 - Respondent knew or a reasonable person should have known that the Complainant was unable to consent because the Complainant was asleep, unconscious, incapacitated due to the influence of drugs, alcohol or medication, or was unable to communicate due to a mental or physical condition.

“Colleague” an employee of Ross University School of Veterinary Medicine.

“Colleague Code of Conduct” refers to the “Adtalem Code of Conduct and Ethics” (adtalem.com/sites/g/files/krcnkv321/files/migrations/media/Code%20of%20Conduct_English%20and%20Portuguese.pdf), which is applicable to colleagues at all Adtalem Global Education institutions and offices and outlines colleagues' rights and responsibilities.

“Colleague complaint procedure” is the vehicle by which colleagues can bring to the administration's attention any complaint relating to their experience with RUSVM or a member of the RUSVM community. It is the mechanism for investigating and trying to resolve complaints raised by colleagues and can be found in the Commons (apps.adtalem.com > **Commons—HR Portal > Policy Central**).

“Complainant” an individual who is alleged to be the victim of conduct that could constitute sex and/or gender-based misconduct.

“CRC” refers to the Coaching Resource Center, which is available to managers to assist in addressing colleague relations concerns, including complaints about colleague or vendor conduct.

“Dating Violence” means violence committed by a person (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship; the type of relationship; and, the frequency of interaction between the persons involved in the relationship.

“Decision-Maker” panel of no fewer than three (3) member who will facilitate the live hearing and determine if a violation of this Policy occurred.

“Domestic Violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

“Formal Complaint” is a document (hardcopy or electronic) filed by a Complainant or signed by the Sexual Misconduct Response Coordinator alleging Sexual Harassment against a Respondent and requesting that RUSVM investigate. A Formal Complaint must be signed (physical or digital) by the Complainant, the Sexual Misconduct Response Coordinator, or otherwise indicate that the Complainant is the person filing the Formal Complaint. At the time of filing a Formal Complaint, the Complainant must be participating in or attempting to participate in RUSVM's education Program or Activity with which the Formal Complaint is filed.

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“Gender-based Misconduct” refers to unwelcome conduct, including harassment, of an unacceptable nature based on actual or perceived biological sex, including behaviors based on gender identity, expression and nonconformity with gender stereotypes.

“Mandatory Reporter” is an employee who must report all instances of Sexual Harassment to the Sexual Misconduct Response Coordinator. All employees are Mandatory Reporters.

“Member of the RUSVM community” includes students, faculty members or staff and any other individuals associated with Ross University School of Veterinary Medicine. The conduct administrator or complaint administrator shall determine a person’s status in a particular situation

“Notice” refers to any information regardless of whether it is direct, indirect, partial or complete received by a colleague that indicates possible sex or gender-based misconduct. When notice is received, colleagues are required to inform the Sexual Misconduct Response Coordinator or their supervisor who, in turn, must make a report to the Sexual Misconduct Response Coordinator.

“One-up manager” is a colleague’s manager’s manager. It is the person responsible for receiving a colleague’s complaint when his/her direct manager is implicated in that complaint.

“Program or Activity” is an on or off campus locations, events, or circumstances over which RUSVM exercises substantial control over both the Respondent and the context in which the Sexual Harassment occurred.

“Rape” is any penetration, no matter how slight, of the vagina or anus with any body part or object or oral penetration by a sex organ of another person, without the affirmative consent of the victim and/or by force. Rape may involve strangers or a non-stranger (e.g., friend, classmate, relative, spouse or co-worker). In these instances, rape is often referred to as “acquaintance rape.” Rape is a crime regardless of a relationship or lack thereof between individuals.

“Respondent” an individual who has been reported to be the perpetrator of conduct that could constitute sex and/or gender-based misconduct.

“Sexual Assault” means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.

“Sexual Contact” means the deliberate touching of a person’s intimate body parts (including lips, genitalia, groin, breast, buttocks or clothing covering any of those areas), or using force to cause self-touching by another person of intimate body parts.

“Sexual Exploitation” occurs when a person takes non-consensual or abusive sexual advantage of another for the advantage or benefit of themselves or any other person that is not the person being exploited by the behaviors. Examples include but are not limited to: invasion of sexual privacy; prostitution; non-consensual recording of nudity or sexual activity; voyeurism; knowingly exposing someone to an STI, STD or HIV; intentional exposure of genitals in non-consensual circumstances and sex-based stalking or bullying.

“Sexual Harassment” is conduct on the basis of sex that satisfied one or more of the following:

1. A RUSVM colleague (employee) conditioning educational benefits or participation on an individual’s participation in unwelcome sexual conduct (i.e. quid pro quo);
2. Unwelcome conduct that a reasonable person would determine is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to RUSVM’s education program or activity; or
3. Sexual Assault, Dating Violence, Domestic Violence or Stalking.

“Sex and Gender-based Misconduct” is a broad term used to refer to all conduct prohibited by this Policy. This encompasses sexual harassment, gender-based harassment, dating violence, domestic violence, rape, sexual assault, sexual exploitation and stalking that fall outside of RUSVM’s Title IX policy. Sex and gender-based misconduct can occur between strangers or non-strangers, including people involved in an intimate or sexual relationship. Sex and gender-based misconduct can be committed by any person regardless of sex, gender or sexual orientation of the victim or perpetrator.

¹ The FBI’s Uniform Crime Reporting Program (FBI UCR) includes forcible and nonforcible sex offenses such as rape, fondling, and statutory rape, which contain elements of “without the consent of the victim.”



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“Sexual Misconduct Response Coordinator” is Jason Kangalee, Student Engagement Manager (JKangalee@Rossvet.edu.kn or **869.465.4161 x 401-1159**) responsible for overseeing compliance with all aspects of this Policy and designated to receive and monitor resolution for all sexual misconduct reports.

“Stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to: (A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress

“Code of Conduct applicable to students” refers to the policy titles “Student Code of Conduct,” which is accessible in the student handbook. It outlines students’ rights and responsibilities, as well as the process by which action may be taken against a student for Code violations.

“Student complaint procedure” is the vehicle by which students can bring to RUSVM’s attention any complaint relating to their experience with RUSVM or a member of the RUSVM community. It is the mechanism for investigating and attempting to resolve complaints raised by students. The student complaint procedure can be found in the student handbook veterinary.rossu.edu/media/11921/rusvm-student-handbook.

“Speak Up” refers to the Adtalem Speak Up Program, a reporting system managed by a third-party vendor (Convercent), which encourages members of the RUSVM community to come forward with questions or concerns, including allegations of sex and/or gender-based misconduct. Reports can be made anonymously, or reporters can provide their name and contact information. Colleagues are expected to ask legal, compliance and ethics questions and report suspected wrongdoing. Colleagues and students can utilize the Speak Up program by contacting the third-party contractor Convercent by phone at **1.800.461.9330** (in the U.S.) or **+1.720.514.4400** (in St. Kitts), or online at speakupadtalem.com.

“Stranger” and **“Non-stranger”** are terms to describe the association between a victim of sexual harassment or sexual misconduct and the Respondent. A “Stranger” is a person(s) not known by the victim at the time of the alleged sexual harassment or sexual misconduct. A “Non-stranger” is a person(s) known by the victim, whether the person(s) is known casually, intimately or for a short or long period at the time of the alleged sexual harassment or sexual misconduct. RUSVM’s Sex and Gender-Based Misconduct Response and Prevention Policy applies to misconduct involving both Strangers and Non-strangers, occurring on- or off-campus.

“Supportive Measures” are individualized services reasonably available upon report of sex and gender-based misconduct.

“Title IX” is a federal law which prohibits Sexual Harassment committed against persons in the United States as part of RUSVM’s education program or activity. RUSVM’s Title IX policy is veterinary.rossu.edu/student-consumer-information. Title IX is enforced by the U.S. Department of Education.

“Title IX Coordinator” is Dwight Hamilton, Director, Office of Equity and Access (titleixcoordinator@adtalem.com or **312.651.1458**) is responsible for overseeing compliance with all aspects of RUSVM’s Title IX policy and responsibilities.

1.10.1.3 HOW TO FILE A COMPLAINT

If you have experienced or witnessed sex and/or gender-based misconduct, RUSVM encourages you to notify the Sexual Misconduct Response Coordinator as soon as possible after the incident. A report may be made to either or both the police and the Sexual Misconduct Response Coordinator. The criminal process is separate from RUSVM’s process. Complainants have the option to notify law enforcement directly or be assisted in doing so. If requested, RUSVM will assist a victim of Sexual Harassment in contacting the police. A Complainant is not required to contact the police in order to pursue RUSVM’s grievance process.

A report can be filed with a manager, one-up manager, incident commander, designated local campus administrator or through the Sexual Misconduct Response Coordinator.

Sexual Misconduct Response Coordinator: Jason Kangalee

Student Engagement Manager

Ross University School of Veterinary Medicine

P.O. Box 334 Basseterre St. Kitts, West Indies **869.465.4161 x 401-1159**

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Reports can be made by victims, third parties or bystanders with the option to remain anonymous through the Speak Up program by phone at **1.800.461.9330** (in the U.S.) or **+1.720.514.4400** (in St. Kitts), or online at speakupadtalem.com. Timely response to electronic reports should occur within 12 hours of initial receipt

If a victim wishes to access local community agencies for support or law enforcement to make a report, upon request, RUSVM will assist the victim in making these contacts. Direct assistance, though limited, remains available when reports are made anonymously through Speak Up.

Anyone may make a report regarding any information pertaining to violations of this Policy. All RUSVM colleagues (faculty, staff, administrators and student workers) who are not otherwise identified in this Policy or through institutional addendums as confidential resources are required to immediately provide any information received about any actual or suspected sex and/or gender-based misconduct impacting the RUSVM community to appropriate officials with some very narrow exceptions discussed elsewhere in this Policy (see "Confidentiality"). Regardless of how notice is received, reports may prompt a need for RUSVM to investigate.

REPORTING BY COLLEAGUES TO EXTERNAL AUTHORITIES

Colleagues who are made aware of a possible violation of this Policy are required to contact their manager or one-up manager and also the Sexual Misconduct Response Coordinator. Colleagues can also submit named or anonymous reports of sexual and/or gender-based misconduct by utilizing the Adtalem "Speak Up" hotline at speakupadtalem.com.

Colleagues should contact the Sexual Misconduct Response Coordinator with any questions about whether a report to law enforcement is appropriate. Nothing in this Policy prohibits a student or colleague from reporting a crime directly to local authorities.

Disciplinary procedures are independent of any and all procedures and proceedings under local, state or federal criminal or civil law. In all cases, RUSVM reserves the right to refer cases for parallel criminal prosecution or to pursue sanctions regardless of criminal prosecution. Violations of this Policy by a visitor, volunteer, vendor, agents or other third parties affiliated with RUSVM may also result in the termination of pre-existing or future relationships.

1.10.1.4 COMPLAINANT'S RIGHTS

RUSVM will implement Supportive Measures to protect victims of sex and gender-based misconduct and maintain a positive learning and working environment by minimizing or eliminating contact between Complainant and Respondent and providing reasonable academic, employment, and administrative accommodations. See "Supportive Measures" paragraph above for additional details.

Complainant's rights include:

1. The right to notify or not notify law enforcement and to request and receive assistance from RUSVM in making a report if desired.
2. The right to summary information on all available response options, such as complaint resolution procedures, including the necessary steps and potential consequences of each option whether or not a formal report is made to the institution.
3. The right to be free from undue coercion from RUSVM to pursue or not pursue any course of action.
4. The right to be informed of the institution's role regarding orders of protection, no contact orders, restraining orders or similar lawful orders issued by a civil, criminal or tribal court (when applicable). RUSVM abides by orders of protection (including no-contact orders and restraining orders), which are generally issued by a municipal court to protect a person or entity in a situation involving sexual assault. RUSVM may also liaise with local authorities to assist an individual who wishes to obtain protective or restraining orders.
5. The right to request and receive information on how to make a confidential report for the purposes of tracking campus crime without otherwise divulging details that would require or permit RUSVM to investigate and respond (when the incident has not yet been reported to a colleague required to notify the Sexual Misconduct Response Coordinator).
6. The right to contact information for the Sexual Misconduct Response Coordinator, available confidential advisors, community-based resources (sexual assault crisis centers or other appropriate support services), campus security and/or local law enforcement.
7. The right to be fully informed of any applicable disciplinary conduct process and procedures.
8. The same rights as the Respondent to attend and have a support person of their choice and/or witnesses present at student conduct hearings and any meetings leading up to such a hearing.



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9. The right to be informed of the outcome of any student or colleague conduct process involving alleged sex or gender-based misconduct regardless of participation in the process leading to that outcome. In the case of student conduct proceedings, victims have the right to appeal the outcome.
10. The right to request Supportive Measures.
11. The right to obtain and have enforced a campus-issued limiting instruction or no contact order or a court issued order of protection or no contact order.
12. The right to be informed about RUSVM's ability to provide assistance, upon request, in accessing and navigating campus and/or community resources for health, mental health, advocacy, and/or other services for survivors of sexual assault, relationship violence and other forms of sexual misconduct.
13. The right to be free from any suggestion that they are at fault or should have acted in a different manner to avoid reported sex or gender-based misconduct
14. The right to not be required to describe the incident to more representatives than absolutely necessary for proper investigation and response and under no circumstances will a victim be required to repeat details of the incident to secure appropriate accommodations.
15. The right to make an impact statement during the point in any conduct review process where the decision maker is prepared to deliberate on appropriate sanctions.

1.10.1.5 CONFIDENTIALITY

RUSVM wishes to create an environment in which individuals feel free to discuss concerns and make complaints. RUSVM understands that victims, witnesses and others involved in the investigation process may be concerned about the confidentiality of the information they are sharing. In some cases, however, RUSVM may be obligated to take action when it becomes aware of information relating to a complaint.

Confidentiality in cases of sex and/or gender-based misconduct will be maintained to the extent permissible by law and consistent with RUSVM's obligations in investigating complaints. Once an individual discloses identifying information to RUSVM through the processes described above and in the applicable complaint procedures, that person will be considered to have filed a complaint with RUSVM.

While the confidentiality of information received, the privacy of individuals involved and compliance with the wishes of the Complainant or witnesses cannot be guaranteed, they will be respected to the extent possible and appropriate.

If students or colleagues wish to speak with someone who can assure confidentiality, they may contact a Confidential Advisor.

Confidential Resource: RUSVM Counseling Center
Basseterre, St. Kitts | West Indies
Room 07-121
counselingcenter@rossvet.edu.kn | **869.465.4161 x401.1500**

Students are also encouraged to access counseling services available through the RUSVM Counseling Center at **869.465.4161 x 401.1500** or counselingcenter@rossvet.edu.kn. Colleagues may contact AskHR at **1.855.882.4770** for information on available resources.

These confidential resources permit discussion of an incident without beginning the investigation process. Local or profession specific mandatory reporting laws related to certain types of concerns (i.e., child sexual abuse) may still trigger a requirement for a confidential resource to report an incident to identified enforcement agencies



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1.10.1.6 SUPPORT AND RESOURCES

Upon report of alleged sex and/or gender-based misconduct, the Sexual Misconduct Response Coordinator will offer individualized appropriate support (“Supportive Measures”) or refer the victim directly to immediate assistance. Supportive Measures are available to the Respondent or Complainant, as appropriate. Examples include academic accommodations, changes in housing for the victim or a Respondent student, changes in working situations and other arrangements as may be appropriate and available (such as limiting orders, campus escorts, transportation assistance or targeted interventions).

Victims of sexual assault, dating violence, domestic violence and/or stalking will also be provided with written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available

RUSVM will keep confidential the victim’s identity and any accommodations or Supportive Measures provided, to the extent that maintaining such confidentiality will not impair RUSVM’s ability to provide the accommodations or Supportive Measures.

Supportive Measures are individualized and appropriate based on the information gathered by the Sexual Misconduct Response Coordinator. If circumstances related to an incident change over time, these and other Supportive Measures may be revisited. RUSVM may also provide referrals to counseling services, at the victim’s option, including but not limited to the confidential colleague and student support services outlined above (See “Reporting”). Local resource lists can also be found through student services. A brief list of national and international referral sites can be found below.

ADDITIONAL RESOURCES FOR COMPLAINANTS

Local Resources can be found in the RUSVM’s Annual Security Report distributed to each campus community and posted on the Student Consumer Information page of RUSVM’s website. The reports are available by location in a drop-down menu and contain lists of local resources available to victims of sex and gender-based misconduct. The resource lists are updated annually.

To access this information, go to: veterinary.rossu.edu/student-consumer-information

Additionally, the following resources exist to provide information and links to external assistance:

- **National Sexual Assault Hotline** 1.800.656.HOPE (4673) rainn.org
- **National Domestic Violence Hotline** 1.800.799.7233 (TTY) 1.800.787.3224 thehotline.org
- **National Network to End Domestic Violence** nnedv.org womenslaw.org
[Legal information and resources]
- **National Center for Victims of Crime** victimsofcrime.org
- **loveisrespect** 1.866.331.9474 (TTY) 1.866.331.8453 loveisrespect.org
- **National Suicide Prevention Hotline** 1.800.273.TALK (8255) suicidepreventionlifeline.org
- **Americans Overseas Domestic Violence Crisis Center** 1.866.USWOMEN (International Toll-Free) crisis@866uswomen.org
- **U.S. Embassy** usembassy.gov
- **Child Welfare Information Gateway** childwelfare.gov
- **State Statutes Including Mandatory Reporting Laws** childwelfare.gov/topics/systemwide/laws-policies/state

AMNESTY FOR COMPLAINANTS AND WITNESSES

RUSVM will investigate allegations of sex and gender-based misconduct, including when drugs or alcohol may have been involved. RUSVM encourages the reporting of sex and gender-based misconduct by victims and witnesses who are sometimes hesitant to report to RUSVM officials or participate in the resolution processes because of concern that they may be accused of policy violations, such as underage drinking or drug use at the time of the incident. It is in the best interest of the community that victims and witnesses come forward to share what they know regarding violations of this Policy. To encourage reporting, RUSVM grants victims and witnesses



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amnesty, when appropriate, for potential RUSVM policy violations and provides all parties and witnesses other interim measures as appropriate or needed.

Similarly, RUSVM encourages direct assistance to those in need as a result of sex or gender-based misconduct. In instances where minor policy violations are revealed as a result of a person providing assistance to a victim, policy violations should not be overlooked; however, RUSVM may provide educational options, rather than punitive sanctions, to those who offer their assistance.

1.10.1.7 COMPLAINT DISMISSAL

RUSVM may dismiss a Formal Complaint if the Complainant informs the Sexual Misconduct Response Coordinator, in writing, that he, she, or they withdraw the Formal Complaint or allegations therein; the Respondent is no longer enrolled or employed by RUSVM; or if specific circumstances prevent RUSVM from gathering sufficient evidence to reach a determination. If a Formal Complaint is dismissed, the parties will be provided written notice of the dismissal outlining the reason(s) for dismissal.

1.10.1.8 EMERGENCY REMOVAL

RUSVM can remove a Respondent entirely or partially from an educational Program or Activities on an emergency basis when an individualized safety and risk analysis has determined that an immediate threat to the physical or safety of any student or other individual justifies removal. The risk analysis is performed by the Sexual Misconduct Response Coordinator in conjunction with the Director, Enterprise Safety and Security.

In cases in which an emergency removal is imposed, the Respondent will be given notice of the action and the option to request to meet with the Sexual Misconduct Response Coordinator prior to such action/removal being imposed, or as soon thereafter as reasonably possible, to show cause why the action/removal should not be implemented or should be modified. This meeting is not a hearing on the merits of the allegation(s), but rather is an administrative process intended to determine solely whether the emergency removal is appropriate. When this meeting is not requested in a timely manner, objections to the emergency removal will be deemed waived.

The Sexual Misconduct Response Coordinator has sole discretion under this policy to implement or stay an emergency removal and to determine the conditions and duration. Violation of an emergency removal under this policy will be grounds for discipline, which may include expulsion or termination.

RUSVM will implement the least restrictive emergency actions possible in light of the circumstances and safety concerns. As determined by the Sexual Misconduct Response Coordinator, these actions could include, but are not limited to: temporarily re-assigning a Colleague, restricting a student's or Colleague's access to the campus, allowing a student to withdraw or take grades of incomplete without financial penalty, and authorizing an administrative leave.

1.10.1.9 GRIEVANCE PROCESS

RUSVM utilizes a prompt, equitable and impartial grievance process to evaluate reports. Personnel involved in the grievance process will be free from conflicts of interest or bias for or against the parties.

The parties will receive equal opportunity to provide information, witness statements, evidence, and other information that may be necessary to fully evaluate the alleged offense. Both parties will be afforded equitable rights and access during the grievance process.

Generally, the grievance process consists of a report, investigation, live hearing (including cross-examination), determination, disciplinary measures, remedies and appeal (if applicable). The grievance process, barring extenuating circumstance, will conclude within 90 calendar days from the date a report is received. The parties will be notified by the investigator or decision-maker if the process will take longer than 90 days.

1.10.1.10 ADVISOR

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The parties may be accompanied by an advisor of their choice. If a party does not have an advisor present at the live hearing, the RUSVM will select and provide an advisor, without fee or charge, to conduct cross-examination of witnesses on behalf of that party. The parties may not conduct cross-examination.

Choosing an advisor who is a witness in the grievance process creates potential for bias and conflict of interest. A party who chooses an advisor who is also a witness can anticipate that issues of potential bias will be explored by the Decision-Maker.

The parties are expected to ask and respond to questions on their own behalf throughout the investigation phase of the grievance process. Advisors are expected to advise without disrupting proceedings. For example, advisors should not address RUSVM officials in a meeting or interview unless invited to. An advisor may not make a presentation during any meeting or proceeding and may not speak on behalf of the party to the investigation or other Decision-Maker except during a live hearing, during cross-examination. If an advisor is disruptive or otherwise fails to respect the limits of the advisor role, the meeting or interview may be ended.

Advisors are expected to maintain the privacy of the records shared with them. These records may not be shared with third Parties, disclosed publicly, or used for purposes not explicitly authorized by RUSVM. RUSVM may seek to restrict the role of any advisor who does not respect the sensitive nature of the process or who fails to abide by the RUSVM's privacy expectations.

1.10.1.11 INVESTIGATION

When the Complainant chooses or RUSVM believes it is necessary, a prompt, fair and impartial process from the initial investigation to the final result to resolve reports of sex and gender-based misconduct. In the event a Complainant requests that an investigation not occur, their request will be honored when possible and unless RUSVM determines in good faith that failure to investigate creates a potential risk of harm to the Complainant or other member of the RUSVM community.

If an investigation is initiated, the process will be conducted by officials of the Office of Equity and Access, or its designee, who will receive annual training on the issues related to sex and gender-based misconduct, including sexual assault, dating violence, domestic violence and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. RUSVM officials who do not have a conflict of interest or bias for or against the Complainant or the Respondent will conduct the process.

Generally, an investigation will consist of interviewing the Complainant, the Respondent and any witnesses. The parties will be provided an equal opportunity to present fact and expert witnesses or other evidence. The parties (and their advisors) will be provided with evidence directly related to the allegations, in electronic format or hardcopy, with at least 10 days for the parties to inspect, review, and respond to the evidence. The Investigator will consider the responses received from the parties before issuing the investigative report.

Once the investigation has concluded, the Investigator will draft an investigative report (hardcopy or electronic) that fairly summarizes relevant evidence. The investigative report will be sent to the parties (and their advisors) at least 10 days prior to a live hearing. The parties may provide a written response to the investigative report.

The colleague complaint procedure, which details the investigation and resolution processes and prohibited colleague conduct, can be found on the Commons (apps.adtalem.com > **Commons—HR Portal > Policy Central**).

Privacy of the records specific to a sex and/or gender-based misconduct investigations are maintained in accordance with applicable law, including the Family Educational Rights and Privacy Act (FERPA). Any public release of information to issue a timely warning will not include the names of victims or information that could easily lead to a victim's identification. In appropriate instances, pertinent Supportive Measures and the results of disciplinary hearings regarding the Respondent will be disclosed to the Complainant. Confidentiality will be maintained whenever possible; however, RUSVM reserves the right to exercise discretion and disclose details of an incident or allegation to assure community safety or the safety of an individual.

1.10.1.12 INFORMAL RESOLUTION

If the Sexual Misconduct Response Coordinator deems appropriate and both parties voluntarily consent in writing, Formal Complaints can be resolved through informal resolution, such as mediation. The Sexual Misconduct Response Coordinator will facilitate an appropriate informal resolution process depending on the nature of the allegations, the parties involved, and the overall circumstances. Informal resolution will be conducted by a facilitator, who will be designated by the Sexual Misconduct Response Coordinator. At any



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time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process. Informal resolution is unavailable to resolve allegations that a Colleague sexually harassed or sexual assaulted a student.

1.10.1.13 LIVE HEARING

If a report is not resolved informally, RUSVM will conduct a live hearing. Live hearings are facilitated by a designated Decision-Maker. The Decision Maker will be selected by the Office of Equity and Access. The Decision-Maker consists of a panel of no fewer than three (3) members, designated from the hearing panel.

Cross-examination during the live hearing will be conducted directly, orally, and in real time by the party's advisor and not by a party personally. The Decision-Maker will permit each party's advisor to ask the other party and any witnesses all relevant questions and follow-up questions, including that challenge credibility. Only relevant cross-examination questions (as well as other questions deemed pertinent at the discretion of the Decision-Maker) may be asked of a party or witness. Before a Complainant, Respondent, or witness answers a cross-examination question, the Decision-Maker must first determine whether the question is relevant and explain to the party's advisor asking cross-examination questions any decision to exclude a question as not relevant.

Rape shield protections are applied to Complainants, deeming irrelevant questions and evidence about a Complainant's prior sexual behavior unless offered to prove that someone other than the Respondent committed the alleged Sexual Harassment or offered to prove consent.

As of August 24, 2021, and pursuant to the Department of Education's August 24, 2021 guidance, the Decision-Maker may consider statements from a party or witness who are not present at the live hearing in reaching a determination regarding responsibility, so long as the questions are otherwise permissible. However, the Decision-Maker will not draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer questions.

At the request of either party, RUSVM will provide for the entire live hearing (including cross-examination) to occur with the parties located in separate rooms with technology enabling the parties to see and hear each other. Live hearings may be conducted with all parties physically present in the same geographic location or, at RUSVM's discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually. An audio or audiovisual recording, or transcript, of any live hearing will be created and maintained for seven (7) years.

Individuals participating in the live hearing cannot be disruptive and must follow the policies and procedures set by RUSVM. The Decision-Maker has the authority to enforce decorum.

STANDARD OF EVIDENCE

The Decision-Maker will utilize the preponderance of evidence standard to determine if a violation of the Sex and Gender-Based Misconduct Response and Prevention Policy occurred. The preponderance of evidence standard means that based on all the information available, it is more likely than not that the alleged sexual harassment or sexual misconduct occurred.

EVIDENCE LIMITATIONS

RUSVM will not use, rely on or seek disclosure of information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege. RUSVM will not access or use a party's medical, psychological, and similar treatment records unless the party provides voluntary, written consent. Prior sexual behavior unless offered to prove that someone other than the Respondent committed the alleged sexual misconduct or offered to prove consent. Past findings of domestic violence, dating violence, stalking or sexual assault may be admissible in the review process stage that determines sanction.

WRITTEN DETERMINATION

Once complete, the parties will be simultaneously informed in writing of the outcome. Notice to both parties will include the written statement detailing the factual findings supporting the determination and the rationale for the sanction/discipline (if any) to the degree possible and always when the sanction/discipline is directly relevant to that individual. The notice will also include appeal procedures, if applicable, and when the results become final.



1. GENERAL INFORMATION (continued)

DISCIPLINARY REVIEW AND ACTION

Acts of sex and/or gender-based misconduct are subject to disciplinary action. Disciplinary actions against the Respondent will not be imposed before completion of RUSVM's grievance process. Following a determination of responsibility, appropriate corrective action will be taken, and RUSVM will take steps to prevent recurrence. Disciplinary actions taken will be determined on a case-by-case basis. Disciplinary action is not intended to determine criminal responsibility. Rather, it is intended to identify and respond to violations of RUSVM policy and community standards. Separate and distinct disciplinary action may also be considered in instances of retaliation against those who in good faith report or disclose an alleged violation of the comprehensive policy, file complaint, or otherwise participate in the complaint resolution procedure. Failure to abide by imposed disciplinary actions (whether by refusal, neglect or any other reason), may result in additional disciplinary action, including suspension or termination. Failure by Respondent to adhere to Disciplinary Action will be considered a form of retaliation or an extension of the initial allegations.

Individuals who make a materially false statement in bad faith in the course of a grievance process under this Policy will be subject to RUSVM's Code of Conduct policies.

REMEDIES

Remedies are provided to a Complainant whenever a Respondent is found responsible and may be disciplinary and punitive. Student remedies are designed to maintain the Complainant's equal access to education. Remedies will be determined on a case-by-case basis and reasonable under the circumstances. Remedies may include supportive measures.

SANCTIONS FOR STUDENT MISCONDUCT

If RUSVM determines that sex and/or gender-based misconduct has occurred, appropriate disciplinary sanctions for substantiated violations of this Policy by students, up to and including expulsion, will be imposed in accordance with the Code of Conduct applicable to students found at veterinary.rossu.edu/media/11921/rusvm-student-handbook. The full list of available sanctions is provided in the Code of Conduct applicable to students.

This Policy statement is not intended to replace or substitute for the Code of Conduct applicable to students. This Policy is a supplement to the community standards that the Code of Conduct applicable to students sets forth. In addition, violations of this Policy may trigger application of sanctions to a student imposed under local, state or federal law.

SANCTIONS FOR COLLEAGUE MISCONDUCT

Disciplinary sanctions for a colleague's violation of this Policy may include written reprimand, warning, probation, suspension, housing suspension, housing expulsion, limiting order, change in job assignment, office relocation, reduction of awards under the management incentive plan, or termination of employment or contract, and will be imposed in accordance with applicable RUSVM policies and procedures.

RUSVM reserves the right to impose further and/or different sanctions appropriate to an individual situation. In addition, violations of this Policy may trigger application of sanctions to a colleague imposed under local, state or federal law.

Colleagues are also subject to processes and discipline determined by the Human Resources Department. The HR process is separate and apart from the Sexual Misconduct Response process and not constrained by the outcome of the Sexual Misconduct Response process.

1.10.1.14 APPEAL

Both parties have the right to appeal a determination regarding responsibility, RUSVM's dismissal of a Formal Complaint or any allegations therein if: (1) procedural irregularity affected the outcome of the matter; (2) there is newly discovered evidence that could affect the outcome of the matter; (3) a conflict of interest or bias, that affected the outcome of the matter; and/or (4) the proposed Remedy was not reasonable based on the evidence compiled during the investigation



1. GENERAL INFORMATION (continued)

An appeal must be submitted in writing to the Sexual Misconduct Response Coordinator within ten days of the delivery of the Written Determination.

1.10.1.15 RETALIATION PROHIBITED

Retaliation (including intimidation, threats, coercion or discrimination) against an individual for raising an allegation of sexual and/or gender-based misconduct, for cooperating in the investigative is prohibited. If you believe you have been retaliated against, you should follow the procedures outlined in RUSVM's Retaliation policy located in the Student Handbook. Colleagues should refer to the Retaliation policy located in the Global Employee Handbook

1.10.1.16 TRAINING FOR TITLE IX/SEXUAL MISCONDUCT RESPONSE PERSONNEL

RUSVM ensures that its Sexual Misconduct Response personnel have adequate training. The Sexual Misconduct Response Coordinator and Investigators are trained on the definition of Sexual Harassment, the scope of RUSVM's education Program or Activity, how to conduct an investigation, RUSVM's grievance process (including hearings, appeals, and informal resolution processes, as applicable) and how to serve impartially by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. Decision-Makers are trained on the definition of Sexual Harassment, the live hearing process, technology to be used in live hearings, and issues of relevance (including how to apply the rape shield protections provided for Complainants). Informal resolution facilitators are trained on the informal resolution process.

Materials used to train Sexual Misconduct Response personnel are posted on RUSVM's website and may also be requested directly from the Sexual Misconduct Response Coordinator.

RUSVM will provide primary prevention and awareness programs to prevent Sexual Assault, Dating Violence, Domestic Violence and Stalking to incoming students and new Colleagues during their first semester.

1.10.1.17 BIAS/CONFLICT OF INTEREST

To raise any concern involving bias or conflict of interest by the Sexual Misconduct Response Coordinator, contact the Director of the Office of Equity and Access, Dwight Hamilton, by phone at **312.651.1458** or by email at equity@adtalem.com. Concerns of bias or potential conflict of interest by any other Title IX personnel should be raised with the Sexual Misconduct Response Coordinator.

1.10.1.18 TIMELY WARNING REQUIREMENTS

College administrators will issue timely warnings for incidents reported that pose a substantial threat of bodily harm or danger to other members of the campus community. RUSVM will make every effort to ensure that a victim's name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the danger. RUSVM reserves the right to notify parents/guardians of dependent students regarding any health or safety risk, or a change in student status.

Personally identifiable information for victims of Sexual Assault, Dating Violence, Domestic Violence and Stalking will not be included in any publicly available recordkeeping, including Clery Act Reporting and disclosures such as the ASR.

1.10.1.19 PREVENTION AND AWARENESS

Acts that are deemed to fall within the scope of this Policy are violations of the Codes of Conduct as well as the expectations of members of the RUSVM community. These acts may also be crimes. In an effort to increase the likelihood of intervention and reduce the risk of sex and/or gender-based misconduct from occurring among its students and colleagues, RUSVM is committed to providing primary and ongoing awareness and prevention programming.

Primary and ongoing awareness and prevention programs will cover the continuum of issues contemplated by this Policy. Themes will include situational awareness and prevention strategies, such as bystander intervention and other forms of risk reduction. While bystander intervention specifically refers to the safe and effective ways in which third parties can intervene to thwart sex and/or gender-based misconduct, risk reduction also encompasses various strategies to eliminate or reduce risk of harm by avoiding or removing oneself from situations that are dangerous or uncomfortable. Awareness programs are events that occur online or in person that invite active engagement of community members. It is the expectation and responsibility of each member of the RUSVM community to



1. GENERAL INFORMATION (continued)

participate in programming which will assist with ongoing prevention efforts as well as effective and efficient identification and response when sex and/or gender-based misconduct does occur.

Primary prevention and awareness programming will include a comprehensive online education platform intended for viewing by all colleagues and students as well as student-facing vendors if necessary and appropriate. The program will be completed by:

- New students and transfer students within three weeks of the start of the student's first session
- Returning and continuing students who did not take the training as a new or transfer student within three weeks of the start of the session the student is scheduled to resume or continue studies
- Colleagues by the date stated in email notification
- Specific vendors by the date stated in email notification

Access to the primary prevention program and its contents will be ongoing throughout the participant's relationship with RUSVM. Members of the RUSVM community are encouraged to visit this resource regularly for personal, professional and academic purposes.

Ongoing prevention and awareness campaigns are public service announcements and campaigns as well as messages and activities integrated into the day-to-day fabric of the academic community. These initiatives are intended to reinforce increased awareness regarding sex and/or gender-based misconduct and prevention strategies throughout the year. RUSVM will continually seek formal and informal ways to incorporate additional awareness and prevention strategies, e.g., active and passive educational campaigns, such as social norms poster campaigns, newsletter articles, presentations and volunteerism with local community resource agencies. When additional ongoing education is provided, the organizer will report that event, activity or effort to the Sexual Misconduct Response Coordinator for record keeping and quality assurance purposes. Toolkits including ideas and resources that support ongoing efforts and are related to the primary prevention and awareness programming, will be made available to any campus upon request.

1.10.1.20 RISK REDUCTION TIPS

Responsibility for sexual misconduct rests with those who commit such acts. Risk reduction tips are not intended to blame the victim. There are precautions we all can take which may limit our exposure to situations which may result in non-consensual sexual acts.

- Communicate limits/boundaries and respect the limits/boundaries of others.
- Clearly and firmly say "No" to a sexual aggressor.
- If possible, leave the physical presence of a sexual aggressor or otherwise violently aggressive person.
- If someone is nearby, ask for help.
- Take responsibility for your alcohol/drug use. Acknowledge that alcohol/drugs lower sexual inhibitions and may make you vulnerable to someone who sees an impaired person as a sexual opportunity.
- Do not take advantage of someone's intoxication or altered state even if alcohol or drugs were consumed willingly.
- If you choose to share intimate images, pictures, videos or content with others, even those you trust, be clear about your expectations regarding how the information may be used, shared or disseminated. If such information is shared with you, do not share it with others.
- Take care of friends and ask that they take care of you.
- As a sexual initiator, clearly communicate your intentions and give your sexual partner the opportunity to clearly communicate the same.
- Do not make assumptions about consent, sexual availability, sexual attraction, how far an interaction can go or about physical and/or mental ability to consent.
- Remember that consent should be affirmative and continuous. If there is any question or ambiguity, you should proceed as if you do not have consent.
- Consider mixed messages from a partner to be an indication that sexual conduct should stop so that better communication can occur.



1. GENERAL INFORMATION (continued)

- Recognize the potential for a sexual partner to feel intimidated or coerced by you as a result of a power advantage, your gender, your demeanor or your physical presence. Do not use or abuse that power.

1.10.1.21 BYSTANDER INTERVENTION STRATEGIES

Intervention by classmates, colleagues and others within proximity to the precursors or signs of possible sexual assault, sexual exploitation, dating violence, domestic violence or stalking can significantly impact the course of an interaction between a latent perpetrator and victim. Bystanders may also encourage friends, classmates and colleagues who are already experiencing victimization to seek assistance sooner than they may have without encouragement, support or acknowledgment. Community members are encouraged to recognize warning signs and to consider possible methods of interference in various scenarios before opportunities to intervene arise. By planning ahead, we all maximize the likelihood of being empowered to take safe actions to either prevent sexual misconduct or offer paths to eliminate ongoing victimization.

When a member of the RUSVM community observes threatening, coercive, forceful, aggressive or harassing behavior, it is important to assess the situation to determine the best possible course of action for all concerned. Some forms of intervention are direct, while others will be less apparent to the perpetrator or others within range of the interaction. Examples include but are not limited to:

- Making up an excuse to get someone out of a dangerous situation.
- Stepping in to change the course of an interaction.
- Warning potential or perceived perpetrators that their actions may lead to severe consequences.
- Refusing to leave the company of a potential victim despite efforts by an aggressor or pursuer to get the potential victim alone.
- Taking steps to reduce alcohol or drug consumption within a potentially dangerous social situation.
- Calling and cooperating with security, administration, the police or others to assist with intervention and accountability.
- Expressing concern or offering resources when you notice someone with unexplained or frequent injuries.
- Refusing to consider sex and/or gender-based misconduct a personal or private matter between the victim and the perpetrator.

1.10.1.22 PROCEDURES TO FOLLOW AFTER A SEXUAL MISCONDUCT INCIDENT

Victims of any sexual misconduct that might constitute a crime, including domestic violence, dating violence, sexual assault, stalking and rape (including acquaintance rape) that impacts the RUSVM community have the option and are encouraged to contact local law enforcement authorities. The criminal process is separate from RUSVM's process.

Whenever possible, victims should report a violation of this Policy as soon as possible and preserve evidence as may be necessary to prove that domestic violence, dating violence, sexual assault or stalking occurred, or to obtain a protection order. Victims of sexual assault or rape are strongly encouraged to report the incident as described in this Policy to deter future assaults and to ensure that victims receive the services they need. Steps should be taken to help deal with physical and emotional trauma associated with the violation. Recommended steps include:

1. Go to a safe place; go somewhere to get emotional support.
2. Consider reporting the incident to the police. Victims are not required to report an incident to law enforcement authorities, but RUSVM will assist the victim with contacting the police, if requested.
3. Report the misconduct to the manager of student services, sr. manager of campus operations, one-up manager, campus incident commander, local RUSVM leadership, Sexual Misconduct Response Coordinator or the CRC.
4. For your safety and well-being, immediate medical attention is encouraged. Time is a critical factor for evidence collection and reservation that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining an order of protection. Being examined as soon as possible, ideally within 120 hours, is important especially in the case of rape and other forms of sexual assault. To preserve evidence, it is recommended that, if at all possible, you do not bathe, shower, douche, eat, drink, smoke, brush your teeth, urinate, defecate or change clothes before that exam. Even if you have already taken any of these actions, you are still encouraged to have prompt medical care. Additionally, you are encouraged to gather bedding, linens or unlaundered clothing and any other pertinent articles that may be used for evidence. Secure them in a clean paper bag or clean sheet. Completing a forensic



1. GENERAL INFORMATION (continued)

examination does not require someone to file a police report. To find a location near you that performs free forensic examinations, call the National Sexual Assault Hotline at (800) 656-4673. Resources are also available through the Rape Abuse & Incest National Network (RAINN); [RAINN.org](https://www.rainn.org).

5. Even after the immediate crisis has passed, consider seeking professional counseling and the support of local and specialized support agencies, such as sexual assault recovery centers and domestic violence safe houses. This can help to recover from the psychological effects and provide a safe environment for recovery.

1.10.2 COMMITMENT TO NON-DISCRIMINATION AND NON-HARASSMENT

RUSVM is committed to providing an education conducive to the personal and professional development of each individual and to maintaining an academic environment free of discrimination and harassment based on race, color, religion, national origin, sex, age, ancestry, disability, veteran status, sexual orientation, pregnancy or parental status, gender, or any other basis protected by federal, state or local law.

WHAT IS HARASSMENT?

Harassment is a form of discrimination. Harassment is unwelcome, offensive behavior that is based on one of the legally protected groups listed above and which is severe or pervasive enough to create an environment that a reasonable person would consider hostile. Examples of words or conduct that may constitute harassment that would violate this Policy are:

- Verbal abuse, slurs, derogatory comments or insults about, directed at, or made in the presence of an individual or group based on protected status. This could include telephone calls, emails, instant messages, etc.
- Display or circulation of written materials or pictures that are degrading to a person or group based on protected status.
- Damage to, trespass on or unauthorized use of property, such as spraying or scratching of a motor vehicle, damage or theft of property, based upon the protected status of an individual or group.
- Physical contact or verbal threats based upon the protected status of an individual or group.

1.10.2.2 WHOM TO CONTACT IF YOU THINK YOU HAVE BEEN DISCRIMINATED AGAINST OR HARASSED

The Student Service Manager, Dean of Campus Operations Program Dean/Director and/or Dean of Academic Affairs are available to serve as a resource to any student or other member of the RUSVM community who has a discrimination or harassment inquiry or complaint. These resource persons have information about RUSVM's non-discrimination policy, rules and procedures (including information about confidentiality) as well as options available for the investigation and resolution of complaints. Individuals with a discrimination or harassment inquiry or complaint may be more comfortable speaking with someone of the same gender, and the resource persons listed can assist in finding help of the preferred gender.

Students who wish to file discrimination or harassment complaints against RUSVM should follow the Student Complaint/Grievance Procedure found in this handbook.

Students who wish to file discrimination or harassment complaints against a fellow student should follow the Professional Conduct Procedure found in this handbook.

Complaints involving discrimination or harassment should be reported to Dwight Hamilton, Director, Office of Equity and Access (equity@adtalem.com or **312.651.1458**).

STANDARD OF EVIDENCE

The Investigator(s) will utilize the preponderance of evidence standard to determine if a violation of the Non-Discrimination and Non-Harassment Policy has occurred. The preponderance of evidence standard means that based on all the information available, it is more likely than not that the alleged sexual harassment or sexual misconduct occurred.



1. GENERAL INFORMATION (continued)

WRITTEN DETERMINATION

Once complete, the parties will be simultaneously informed in writing of the outcome. Notice to both parties will include the written statement detailing the factual findings supporting the determination and the rationale for the sanction/discipline (if any) to the degree possible and always when the sanction/discipline is directly relevant to that individual. The notice will also include appeal procedures, if applicable, and when the results become final.

DISMISSAL OF A COMPLAINT

Dismissal of a Complaint may occur under several circumstances. The Office of Equity and Access shall dismiss a Complaint if the Complainant's allegations do not meet the definition of discrimination or harassment under the RUSVM Non-Discrimination and Non-Harassment Policy or did not occur in RUSVM's education Program or Activity. The Office of Equity and Access may dismiss a Complaint if the Complainant informs the Investigator(s), in writing, that they withdraw the Complaint or allegations therein; the Respondent is no longer enrolled or employed by RUSVM; or if specific circumstances prevent RUSVM from gathering sufficient evidence to reach a determination. If a Complaint is dismissed, the parties will be provided written notice of the dismissal outlining the reason(s) for dismissal. A dismissal does not preclude action by RUSVM under other relevant policies or codes of conduct.

SANCTIONS FOR STUDENT MISCONDUCT

If RUSVM determines that the Non-Discrimination and Non-Harassment policy has occurred, appropriate disciplinary sanctions for substantiated violations of this Policy by students, up to and including expulsion, will be imposed in accordance with the Code of Conduct applicable to students found at veterinary.rossu.edu/media/11921/rusvm-student-handbook.

The full list of available sanctions is provided in the Code of Conduct applicable to students. This Policy is a supplement to the community standards that the Code of Conduct applicable to students sets forth. In addition, violations of this Policy may trigger application of sanctions to a student imposed under applicable law.

SANCTIONS FOR COLLEAGUE MISCONDUCT

Disciplinary sanctions for a colleague's violation of this Policy may include written reprimand, warning, probation, suspension, housing suspension, housing expulsion, limiting order, change in job assignment, office relocation, reduction of awards under the management incentive plan, or termination of employment or contract, and will be imposed in accordance with applicable RUSVM policies and procedures. RUSVM reserves the right to impose further and/or different sanctions appropriate to an individual situation. In addition, violations of this Policy may trigger application of sanctions to a colleague imposed under local, state or federal law. Colleagues are also subject to processes and discipline determined by the Human Resources Department. The HR process is separate and apart from the Sexual Misconduct Response process and not constrained by the outcome of the Sexual Misconduct Response process.

APPEAL

Both parties have the right to appeal a determination regarding responsibility, RUSVM's dismissal of a Formal Complaint or any allegations therein if: (1) procedural irregularity affected the outcome of the matter; (2) there is newly discovered evidence that could affect the outcome of the matter; (3) a conflict of interest or bias, that affected the outcome of the matter; and/or (4) the proposed Remedy was not reasonable based on the evidence compiled during the investigation. An appeal must be submitted in writing to the Director of Student Experience within ten days of the delivery of the Written Determination. The Director of Student Experience or their designee shall hear the appeal. Appeal determinations are final.

1.11 TITLE IX POLICY

Ross University School of Veterinary Medicine ("RUSVM") is committed to providing a work and educational environment free of unlawful harassment, discrimination and retaliation. In accordance with Title IX of the Education Amendments of 1972, RUSVM does not discriminate on the basis of sex in its education Program or Activity, which extends to admission and employment. RUSVM also prohibits Sexual Harassment (as defined below) committed against persons in the United States as part of its education Program or Activity.

If you believe that you have experienced or witnessed sexual misconduct or discrimination as part of RUSVM's education Program or



1. GENERAL INFORMATION (continued)

Activity outside the United States, please follow the procedures outlined in the Sex and Gender-Based Sexual Misconduct Response and Prevention Policy.

RUSVM reserves the right to make changes to this policy as necessary, and once those changes are posted online, they are in effect. If government laws, regulations or court decisions change requirements in a way that affects this policy, the policy will be construed to comply with the most recent government regulations or holdings.

1.11.1 TITLE IX COORDINATOR

The Title IX Coordinator coordinates the University's efforts to comply with its Title IX responsibilities.

Title IX Coordinator: Dwight Hamilton
Director, Office of Equity and Access Adtalem Global Education
500 West Monroe | 28th Floor | Chicago, IL 60661
312.651.1458 | titleixcoordinator@adtalem.com

The Title IX Coordinator is responsible for implementing the University's Title IX policy, intaking reports and Formal Complaints of Sexual Harassment and providing supportive measures. The Title IX Coordinator is also responsible for maintaining corresponding Clery Act crime statistics and reporting to the applicable Director, Enterprise Safety and Security.

Any person can report sex discrimination, including Sexual Harassment (whether or not the person reporting is the alleged victim) in person, by mail, telephone, or e-mail, using the contact information listed above for the Title IX Coordinator. A report can be made at any time, including during non-business hours. However, responses to reports made outside of business hours, including during weekends and holidays, may be delayed.

Reports can be made by victims, third parties or bystanders with the option to remain anonymous through the Speak Up program by phone at **1.800.461.9330** (in the U.S.) or **+1.720.514.4400** (in St. Kitts), or online at speakupadtalem.com.

1.11.2 KEY DEFINITIONS

"Affirmative consent" is the affirmative, knowing, conscious, voluntary and mutual agreement to engage in sexual activity. Consent can only exist free from intimidation, force, threat of force or coercion. Under this Policy, "No" always means "No" and "Yes" may not always mean "Yes." Anything but voluntary, conscious, affirmative consent to any sexual activity is equivalent to "no" for purposes of this Policy. It is the responsibility of each person involved in the sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in the sexual activity. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. While the legal definition of consent is found in RUSVM's Annual Safety Report, the following general rules apply when assessing whether consent has been/was given.

- Consent can never be assumed.
- The lack of protest or resistance does not constitute consent, nor does silence.
- Where there is use of threat, force or restraint by the Respondent, the lack of verbal or physical resistance or the submission by the Complainant does not constitute consent.
- The manner of dress of the Complainant does not constitute consent.
- The existence of a dating relationship between the persons involved or the fact of past sexual relations between them should never, by itself, be assumed to be an indicator of consent.
- Consent to sexual activity with one person does not constitute consent to sexual activity with another person.
- A person who initially consents to sexual contact, including penetration, may withdraw continued consent at any time during the course of that interaction. When consent is withdrawn or can no longer be given, engagement in sexual activity must stop.
- Consent to some form of sexual activity cannot automatically be taken as consent to any other form of sexual activity.



1. GENERAL INFORMATION (continued)

- A person cannot consent to sexual activity if that person is unable to understand the nature of the activity or give knowing consent due to circumstances, including without limitation the following: the person is incapacitated due to use or influence of alcohol or drugs; the person is asleep or unconscious; the person is under age, or the person is incapacitated due to a mental disability.
- Consent is required regardless of whether the person initiating sexual activity is under the influence of drugs and/or alcohol.
- A power differential between people engaged in a sexual act presumes the inability to consent for the less powerful person (e.g., the student in a student-colleague interaction; the supervisee in a direct report-supervisor interaction).
- It is not a valid excuse to alleged lack of affirmative consent that the Respondent believed the Complainant consented to sexual activity if the:
 - Respondent's belief arose from the Respondent's own intoxication or recklessness
 - Respondent did not take reasonable steps to ascertain whether the Complainant affirmatively consented
 - Respondent knew or a reasonable person should have known that the Complainant was unable to consent because the Complainant was asleep, unconscious, incapacitated due to the influence of drugs, alcohol or medication, or was unable to communicate due to a mental or physical condition.

“Colleague” an employee of Ross University School of Veterinary Medicine.

“Colleague Code of Conduct” refers to the “Adtalem Code of Conduct and Ethics” (adtalem.com/sites/g/files/krcnkv321/files/migrations/media/Code%20of%20Conduct_English%20and%20Portuguese.pdf), which is applicable to colleagues at all Adtalem Global Education institutions and offices and outlines colleagues' rights and responsibilities.

“Colleague complaint procedure” is the vehicle by which colleagues can bring to the administration's attention any complaint relating to their experience with RUSVM or a member of the RUSVM community. It is the mechanism for investigating and trying to resolve complaints raised by colleagues and can be found in the Commons (apps.adtalem.com > **Commons— HR Portal > Policy Central**).

“CRC” refers to the Coaching Resource Center, which is available to managers to assist in addressing colleague relations concerns, including complaints about colleague or vendor conduct.

“Member of the RUSVM community” includes students, faculty members or staff and any other individuals associated with RUSVM. The conduct administrator or complaint administrator shall determine a person's status in a particular situation.

“Notice” refers to any information regardless of whether it is direct, indirect, partial or complete received by a colleague that indicates possible sex or gender-based misconduct. When notice is received, colleagues are required to inform the Title IX Coordinator or their supervisor who, in turn, must make a report to the Title IX Coordinator.

“One-up manager” is a colleague's manager's manager. It is the person responsible for receiving a colleague's complaint when his/her direct manager is implicated in that complaint.

Sexual Harassment: Conduct on the basis of sex that satisfies one or more of the following:

1. An employee of RUSVM conditioning educational benefits or participation on an individual's participation in unwelcome sexual conduct (i.e. quid pro quo);
2. Unwelcome conduct that a reasonable person would determine is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to RUSVM's education Program or Activity; or
3. Sexual Assault¹ (as defined in the Clery Act), or Dating Violence, Domestic Violence or Stalking as defined in the Violence Against Women Act (VAWA)*:
 - Sexual Assault¹: As defined in 20 U.S.C. 1092(f)(6)(A)(v), means an offense classified as a forcible or non-forcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.



1. GENERAL INFORMATION (continued)

- **Dating Violence:** As defined in 34 U.S.C. 12291(a)(10), means violence committed by a person (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship; the type of relationship; and, the frequency of interaction between the persons involved in the relationship.
- **Domestic Violence:** As defined in 34 U.S.C. 12291(a)(8), includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- **Stalking:** As defined in 34 U.S.C. 12291(a)(30), means engaging in a course of conduct directed at a specific person that would cause a reasonable person to: (A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.

*Please note: In accordance with the Violence Against Women Reauthorization Act of 2013 ("VAWA"), state definitions for Sexual Assault, Dating Violence, Domestic Violence, Stalking and Consent are contained in the University's Annual Safety and Security Report ("ASR"). VAWA crimes are reported in the ASR based on the definitions above.

Complainant: An individual who is alleged to be the victim of conduct that could constitute Sexual Harassment, regardless of whether a Formal Complaint has been filed. A Complainant must be the alleged victim unless a parent or legal guardian has a legal right to act on the alleged victim's behalf.

Respondent: An individual who has been reported to be the perpetrator of conduct that could constitute Sexual Harassment.

Formal Complaint: A document (hardcopy or electronic) filed by a Complainant or signed by the Title IX Coordinator alleging Sexual Harassment against a Respondent and requesting that RUSVM investigate. A Formal Complaint must be signed (physical or digital) by the Complainant, the Title IX Coordinator, or otherwise indicate that the Complainant is the person filing the Formal Complaint. At the time of filing a Formal Complaint, the Complainant must be participating in or attempting to participate in RUSVM's education Program or Activity with which the Formal Complaint is filed.

Program or Activity: On or off campus locations, events, or circumstances over which RUSVM substantial control over both the Respondent and the context in which the Sexual Harassment occurred.

Mandatory Reporter: Designated College employees who must report all instances of Sexual Harassment to the Title IX Coordinator.

Discretionary Reporter: Designated College employees who may, with the Complainant's consent, report instances of Sexual Harassment to the Title IX Coordinator.

Clery Geography: As defined in the Clery Act, includes (A) buildings and property that are part of the University's campus; (B) the University's noncampus buildings and property; and (C) public property within or immediately adjacent to and accessible from the campus. A map of the University's Clery Geography is contained in RUSVM's ASR.

Colleague: College employee, including faculty and staff.

PROCEDURE FOR REPORTING SEXUAL HARASSMENT

If you believe that you have experienced or witnessed Sexual Harassment, RUSVM encourages you to notify the Title IX Coordinator as soon as possible after the incident. A report may be made to either or both the police and the Title IX Coordinator. The criminal process is separate from RUSVM's Title IX grievance process. Complainants have the option to notify law enforcement directly or be assisted in doing so. If requested, RUSVM will assist a victim of Sexual Violence in contacting the police. A Complainant is not required to contact the police in order to pursue RUSVM's grievance process.

¹ The FBI's Uniform Crime Reporting Program (FBI UCR) includes forcible and non-forcible sex offenses such as rape, fondling, and statutory rape, which contain elements of "without the consent of the victim."



1. GENERAL INFORMATION (continued)

CONFIDENTIALITY

In order to make informed choices, it is important to be aware of confidentiality and reporting requirements when consulting College resources. Colleagues who are made aware of a possible violation of this policy are required to contact their manager or one-up manager and also the Title IX Coordinator. All College Colleagues are designated mandatory reporters will notify the Title IX Coordinator of any complaints received.

The Adtalem Speak Up Program (“Speak Up”) is a reporting system managed by a third-party vendor (Convercent), which encourages members of the RUSVM community to come forward with questions or concerns, including allegations of sex and/or gender-based misconduct. Reports can be made anonymously, or reporters can provide their name and contact information. Colleagues are expected to ask legal, compliance and ethics questions and report suspected wrongdoing. Colleagues and students can utilize the Speak Up program by contacting the third-party contractor Convercent by phone at **1.800.461.9330** (in the U.S.) or **+1.720.514.4400** (in St. Kitts), or online at speakupadtalem.com.

Confidential Resource: RUSVM Counseling Center
Basseterre, St. Kitts | West Indies
Room 07-121
counselingcenter@rossvet.edu.kn | 465.4161 x401.1500

RUSVM will keep confidential the identity of the Complainant, Respondent, and witnesses, except as may be permitted by FERPA, as required by law, or as necessary to carry out the Title IX grievance process.

There is no time limitation on providing notice/complaints to the Title IX Coordinator. However, if the Respondent is no longer subject to RUSVM's jurisdiction and/or significant time has passed, the ability to investigate, respond, and provide remedies may be more limited or impossible. Acting on notice/complaints significantly impacted by the passage of time (including, but not limited to, the rescission or revision of policy) is at the discretion of the Title IX Coordinator, who may document allegations for future reference, offer Supportive Measures and/or Remedies, and/or engage in informal or formal action, as appropriate.

PREVENTION AND AWARENESS

Acts that are deemed to fall within the scope of this Policy are violations of the Codes of Conduct as well as the expectations of members of the RUSVM community. These acts may also be crimes. To increase the likelihood of intervention and reduce the risk of sex and/or gender-based misconduct from occurring among its students and colleagues, RUSVM is committed to providing primary and ongoing awareness and prevention programming.

Primary and ongoing awareness and prevention programs will cover the continuum of issues contemplated by this Policy. Themes will include situational awareness and prevention strategies, such as bystander intervention and other forms of risk reduction. While bystander intervention specifically refers to the safe and effective ways in which third parties can intervene to thwart sex and/or gender-based misconduct, risk reduction also encompasses various strategies to eliminate or reduce risk of harm by avoiding or removing oneself from situations that are dangerous or uncomfortable. Awareness programs are events that occur online or in person that invite active engagement of community members. It is the expectation and responsibility of each member of the RUSVM community to participate in programming which will assist with ongoing prevention efforts as well as effective and efficient identification and response when sex and/or gender-based misconduct does occur.

Primary prevention and awareness programming will include a comprehensive online education platform intended for viewing by all colleagues and students as well as student-facing vendors if necessary and appropriate. The program will be completed by:

- New students and transfer students within three weeks of the start of the student's first session
- Returning and continuing students who did not take the training as a new or transfer student within three weeks of the start of the session the student is scheduled to resume or continue studies
- Colleagues by the date stated in email notification
- Specific vendors by the date stated in email notification



1. GENERAL INFORMATION (continued)

Access to the primary prevention program and its contents will be ongoing throughout the participant's relationship with RUSVM. Members of the RUSVM community are encouraged to visit this resource regularly for personal, professional and academic purposes.

Ongoing prevention and awareness campaigns are public service announcements and campaigns as well as messages and activities integrated into the day-to-day fabric of the academic community. These initiatives are intended to reinforce increased awareness regarding sex and/or gender-based misconduct and prevention strategies throughout the year. RUSVM will continually seek formal and informal ways to incorporate additional awareness and prevention strategies, e.g., active and passive educational campaigns, such as social norms poster campaigns, newsletter articles, presentations and volunteerism with local community resource agencies. When additional ongoing education is provided, the organizer will report that event, activity or effort to the Title IX Coordinator for record keeping and quality assurance purposes. Toolkits including ideas and resources that support ongoing efforts and are related to the primary prevention and awareness programming, will be made available to any campus upon request.

Additional training will be delivered to colleagues responsible for responding to reports of sex and/or gender-based misconduct, including but not limited to complaint administrators, conduct administrators, conduct panelists and appeal reviewers. These colleagues should complete the primary prevention and awareness programming described above as well as remote or live training and/or consultation with the Title IX Coordinator before and during management of an allegation within the scope of this Policy.

COMPLAINANT RIGHTS

Complainant rights include:

1. The right to notify or not notify law enforcement and to request and receive assistance from RUSVM in making a report if desired.
2. The right to summary information on all available response options, such as complaint resolution procedures, including the necessary steps and potential consequences of each option whether or not a formal report is made to the institution.
3. The right to be free from undue coercion from RUSVM to pursue or not pursue any course of action.
4. The right to be informed of the institution's role regarding orders of protection, no contact orders, restraining orders or similar lawful orders issued by a civil, criminal or tribal court (when applicable). RUSVM abides by orders of protection (including no-contact orders and restraining orders), which are generally issued by a municipal court to protect a person or entity in a situation involving sexual assault. RUSVM may also liaise with local authorities to assist an individual who wishes to obtain protective or restraining orders.
5. The right to request and receive information on how to make a confidential report for the purposes of tracking campus crime without otherwise divulging details that would require or permit RUSVM to investigate and respond (when the incident has not yet been reported to a colleague required to notify the Title IX Coordinator and/or Sexual Misconduct Response Coordinator).
6. The right to contact information for the Title IX Coordinator and/or Sexual Misconduct Response Coordinator, available confidential advisors, community-based resources (sexual assault crisis centers or other appropriate support services), campus security and/or local law enforcement.
7. The right to be fully informed of any applicable disciplinary conduct process and procedures.
8. The same rights as the Respondent to attend and have a support person of their choice and/or witnesses present at student conduct hearings and any meetings leading up to such a hearing.
9. The right to be informed of the outcome of any student or colleague conduct process involving alleged sex or gender-based misconduct regardless of participation in the process leading to that outcome. In the case of student conduct proceedings, both parties have the right to appeal the outcome.
10. The right to request Supportive Measures.
11. The right to obtain and have enforced a campus-issued limiting instruction or no contact order or a court issued order of protection or no contact order.
12. The right to be informed about RUSVM's ability to provide assistance, upon request, in accessing and navigating campus and/or community resources for health, mental health, advocacy, and/or other services for survivors of sexual assault, relationship violence and other forms of sexual misconduct.



1. GENERAL INFORMATION (continued)

13. The right to be free from any suggestion that they are at fault or should have acted in a different manner to avoid reported sex or gender-based misconduct.
14. The right to not be required to describe the incident to more representatives than absolutely necessary for proper investigation and response and under no circumstances will a complainant be required to repeat details of the incident to secure appropriate accommodations.
15. The right to make an impact statement during the point in any conduct review process where the decision maker is prepared to deliberate on appropriate sanctions.

For more specific instructions on how to properly comply with this Policy, consult the Title IX Coordinator.

AMNESTY FOR COMPLAINANTS AND WITNESSES

RUSVM will investigate allegations of sex and gender-based misconduct, including when drugs or alcohol may have been involved. RUSVM encourages the reporting of sex and gender-based misconduct by complainants and witnesses who are sometimes hesitant to report to RUSVM officials or participate in the resolution processes because of concern that they may be accused of policy violations, such as underage drinking or drug use at the time of the incident. It is in the best interest of the community that complaints and witnesses come forward to share what they know regarding violations of this Policy. To encourage reporting, RUSVM grants complainants and witnesses amnesty, when appropriate, for potential RUSVM policy violations and provides all parties and witnesses other interim measures as appropriate or needed.

Similarly, encourages direct assistance to those in need as a result of sex or gender-based misconduct. In instances where minor policy violations are revealed as a result of a person providing assistance to a complainant, policy violations should not be overlooked; however, RUSVM may provide educational options, rather than punitive sanctions, to those who offer their assistance.

SUPPORTIVE MEASURES

The Title IX Coordinator will provide Supportive Measures as necessary. Supportive Measures are individualized services reasonably available to ensure equal educational access, protect safety or deter Sexual Harassment. Supportive Measures are available, as appropriate, to either or both the Complainant and Respondent and are non-punitive, non-disciplinary and not unreasonably burdensome to the other party. Examples include counseling, extensions of time or other course-related adjustments, modifications to work or class schedules, campus escort services, restrictions on contact between the parties, leave of absence, increased security and monitoring of certain areas on campus, and other similar accommodation.

Supportive Measures are individualized and appropriate based on the information gathered by the Title IX Coordinator. The Supportive Measures needed by the Complainant and/or Respondent may change over time, and the Title IX Coordinator will communicate with each party to ensure that any Supportive Measures are necessary and effective based on evolving needs.

Once the Title IX Coordinator receives a report of Sexual Harassment, the Title IX Coordinator will promptly contact the Complainant confidentially to discuss the availability of Supportive Measures (available with or without filing a Formal Complaint) and explain the process for filing a Formal Complaint and provide a copy of this policy. The Title IX Coordinator will consider the Complainant's wishes with respect to Supportive Measures.

RUSVM will maintain the privacy of the Supportive Measures, provided that privacy does not impair RUSVM's ability to provide the Supportive Measures.

EMERGENCY REMOVAL

RUSVM can remove a Respondent entirely or partially from an education Program or Activities on an emergency basis when an individualized safety and risk analysis has determined that an immediate threat to the physical or safety of any student or other individual justifies removal. The risk analysis is performed by the Title IX Coordinator in conjunction with Director, Enterprise Safety and Security.

In cases in which an emergency removal is imposed, the Respondent will be given notice of the action and the option to request to meet with the Title IX Coordinator prior to such action/removal being imposed, or as soon thereafter as reasonably possible, to show cause why the action/removal should not be implemented or should be modified. This meeting is not a hearing on the merits of the allegation(s),



1. GENERAL INFORMATION (continued)

but rather is an administrative process intended to determine solely whether the emergency removal is appropriate. When this meeting is not requested in a timely manner, objections to the emergency removal will be deemed waived.

The Title IX Coordinator has sole discretion under this policy to implement or stay an emergency removal and to determine the conditions and duration. Violation of an emergency removal under this policy will be grounds for discipline, which may include expulsion or termination.

RUSVM will implement the least restrictive emergency actions possible in light of the circumstances and safety concerns. As determined by the Title IX Coordinator, these actions could include, but are not limited to: temporarily re-assigning a Colleague, restricting a student's or Colleague's access to the campus, allowing a student to withdraw or take grades of incomplete without financial penalty, and authorizing an administrative leave

COMPLAINT DISMISSAL

Dismissal of a Formal Complaint may occur under several circumstances. RUSVM must dismiss a Formal Complaint if the allegations do not meet the definition of Sexual Harassment, did not occur in RUSVM's education Program or Activity, or did not occur against a person in the United States.

RUSVM may dismiss a Formal Complaint if the Complainant informs the Title IX Coordinator, in writing, that he, she, or they withdraw the Formal Complaint or allegations therein; the Respondent is no longer enrolled or employed by RUSVM; or if specific circumstances prevent RUSVM from gathering sufficient evidence to reach a determination.

If a Formal Complaint is dismissed, the parties will be provided written notice of the dismissal outlining the reason(s) for dismissal. A dismissal does not preclude action by RUSVM under its Sex and Gender-Based Sexual Misconduct Response and Prevention Policy.

TITLE IX GRIEVANCE PROCESS

RUSVM utilizes a prompt, equitable and impartial grievance process to evaluate Formal Complaints. Title IX personnel (Title IX Coordinators, Investigators, Decision-Makers, individuals who facilitate informal resolution process) will be free from conflicts of interest or bias for or against Complainants or Respondents. Title IX personnel will objectively evaluate all relevant evidence and avoid credibility determinations based on a person's status as a Complainant, Respondent or witness.

Both parties will receive equal opportunity to provide information, witness statements, evidence, and other information that may be necessary to fully evaluate the alleged offense. Both parties will be afforded equitable rights and access during the grievance process. The Respondent is presumed not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

Generally, the grievance process consists of a Formal Complaint, investigation, live hearing, determination, disciplinary measures, remedies and appeal (if applicable). The grievance process, barring extenuating circumstance, will conclude within 90 calendar days from the date a Formal Complaint is filed

ADVISOR

The parties may be accompanied by an advisor of their choice and at their own expense. If the Complainant or Respondent does not have an advisor present at the live hearing, RUSVM will select and provide an advisor, without fee or charge, to conduct cross-examination of witnesses on behalf of that party. The Complainant and Respondent may not conduct cross-examination.

Choosing an advisor who is a witness in the Grievance Process creates potential for bias and conflict of interest. A party who chooses an advisor who is also a witness can anticipate that issues of potential bias will be explored by the Decision-Maker.

The Complainant and Respondent are expected to ask and respond to questions on their own behalf throughout the investigation phase of the grievance process. Advisors are expected to advise without disrupting proceedings. For example, advisors should not address College officials in a meeting or interview unless invited to. An advisor may not make a presentation during any meeting or proceeding and may not speak on behalf of the party to the investigation or other Decision-Maker except during a live hearing, during cross-examination. If an advisor is disruptive or otherwise fails to respect the limits of the advisor role, the meeting or interview may be ended by the Decision Maker.



1. GENERAL INFORMATION (continued)

Advisors are expected to maintain the privacy of the records shared with them. These records may not be shared with third Parties, disclosed publicly, or used for purposes not explicitly authorized by RUSVM. The Decision Maker may seek to restrict the role of any advisor who does not respect the sensitive nature of the process or who fails to abide by RUSVM's privacy expectations

INVESTIGATION OF COMPLAINTS

RUSVM will investigate Sexual Harassment allegations in a Formal Complaint filed by a Complainant or signed by the Title IX Coordinator. The Title IX Coordinator will respect the Complainant's wishes as to whether RUSVM investigates an allegation of Sexual Harassment, unless the Title IX Coordinator determines that not investigating would be deliberately indifferent or harmful to the RUSVM community. A Complainant is not required to participate in an investigation and grievance process for Formal Complaints signed by the Title IX Coordinator. However, the ability to investigate, respond, and provide Remedies may be limited or impossible without participation of the Parties. RUSVM may consolidate Formal Complaints where the allegations arise out of the same facts.

Upon receipt of a Formal Complaint, written notice will be sent to the parties. The Notice of Investigation will include: details of the allegations (including identities of the parties involved, specific section of the policy alleged to have been violated, the conduct that would be considered Sexual Harassment, the date of the incident(s) and the location of the incident(s)); a statement that the Respondent is presumed to be not responsible for the alleged conduct until a determination is made according to RUSVM's grievance process; a statement that the parties may have an advisor of their choice; and a reminder of the expectation of truthfulness including consequences for submitting false information. The parties will also be provided with separate written notice of any investigative interview, meeting or hearing. Interview/meeting notices will include the date, time, location, participants and purpose of the investigative interview or meeting.

Formal Complaints involving Colleagues may also be referred to Human Resources and simultaneously evaluated under Colleague conduct policies and procedures.

During the investigation, the Office of Equity and Access will select an Investigator to conduct interviews and gather evidence. The parties will be provided an equal opportunity to present fact and expert witnesses or other evidence. The parties (and their advisors) will be provided with evidence directly related to the allegations, in electronic format or hardcopy, with at least 10 days for the parties to inspect, review, and respond to the evidence. The Investigator will consider the responses received from the parties before issuing the investigative report.

Once the investigation has concluded, the Investigator will draft an investigative report (hardcopy or electronic) that fairly summarizes relevant evidence. The investigative report will be sent to the parties (and their advisors) at least 10 days prior to a live hearing. The parties may provide a written response to the investigative report.

INFORMAL RESOLUTION

If the Title IX Coordinator deems appropriate and both parties voluntarily consent in writing, Formal Complaints can be resolved through informal resolution, such as mediation. The Title IX Coordinator will facilitate an appropriate informal resolution process depending on the nature of the allegations, the parties involved, and the overall circumstances. Informal resolution will be conducted by a facilitator, who will be designated by the Title IX Coordinator. At any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process. Informal resolution is unavailable to resolve allegations that a Colleague sexually harassed a student.

LIVE HEARING

If a report is not resolved informally, RUSVM will conduct a live hearing. Live hearings are facilitated by a designated Decision-Maker. The Decision Maker will be selected by the Office of Equity and Access. The Decision-Maker consists of a panel of no fewer than three (3) members, designated from the hearing panel.

Cross-examination during the live hearing will be conducted directly, orally, and in real time by the party's advisor and not by a party personally. The Decision-Maker will permit each party's advisor to ask the other party and any witnesses all relevant questions and follow-up questions, including that challenge credibility. Only relevant cross-examination questions (as well as other questions deemed pertinent at the discretion of the Decision-Maker) may be asked of a party or witness. Before a Complainant, Respondent, or witness



1. GENERAL INFORMATION (continued)

answers a cross-examination question, the Decision-Maker must first determine whether the question is relevant and explain to the party's advisor asking cross-examination questions any decision to exclude a question as not relevant.

Rape shield protections are applied to Complainants, deeming irrelevant questions and evidence about a Complainant's prior sexual behavior unless offered to prove that someone other than the Respondent committed the alleged Sexual Harassment or offered to prove consent.

As of August 24, 2021, and pursuant to the Department of Education's August 24, 2021 guidance, the Decision-Maker may consider statements from a party or witness who are not present at the live hearing in reaching a determination regarding responsibility, so long as the questions are otherwise permissible. However, the Decision-Maker will not draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer questions.

At the request of either party, RUSVM will provide for the entire live hearing (including cross-examination) to occur with the parties located in separate rooms with technology enabling the parties to see and hear each other. Live hearings may be conducted with all parties physically present in the same geographic location or, at RUSVM's discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually. An audio or audiovisual recording, or transcript, of any live hearing will be created and maintained for seven (7) years.

Individuals participating in the live hearing cannot be disruptive and must follow the policies and procedures set by RUSVM. The Decision-Maker has the authority to enforce decorum.

EVIDENCE LIMITATIONS

RUSVM will not use, rely on or seek disclosure of information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege. RUSVM will not access or use a party's medical, psychological, and similar treatment records unless the party provides voluntary, written consent.

STANDARD OF EVIDENCE

For all Formal Complaints of Sexual Harassment (including where Colleagues are Respondents), RUSVM utilizes the preponderance of the evidence standard; whether it is more likely than not that the Respondent violated the policy as alleged.

DISCIPLINARY ACTIONS

Disciplinary actions against the Respondent will not be imposed before completion of RUSVM's grievance process. Following a determination of responsibility, appropriate corrective action will be taken, and RUSVM will take steps to prevent recurrence. Disciplinary actions taken will be determined on a case-by-case basis. Any Colleague determined by RUSVM to be responsible for an act of Sexual Harassment will be subject to appropriate disciplinary action, up to and including termination. Colleagues are also subject to processes and discipline determined by the Human Resources Department. The HR process is separate and apart from the Title IX process and not constrained by the outcome of the Title IX process. Remedies for student-related claims may include, but are not limited to, additional training, a restriction on contact, suspension, or termination.

Failure to abide by imposed disciplinary actions (whether by refusal, neglect or any other reason), may result in additional disciplinary action, including suspension or termination.

Individuals who make a materially false statement in bad faith in the course of a Title IX grievance process will be subject to RUSVM's Code of Conduct policies

REMEDIES

Remedies are provided to a Complainant whenever a Respondent is found responsible and may be disciplinary and punitive. Student remedies are designed to maintain the Complainant's equal access to education. Remedies will be determined on a case-by-case basis and reasonable under the circumstances. Remedies may include supportive measures.



1. GENERAL INFORMATION (continued)

WRITTEN DETERMINATION

The Decision-Maker will issue a written determination regarding responsibility with findings of fact, conclusions about whether the alleged conduct occurred, rationale for the result as to each allegation, a description of the procedure from Formal Complaint through the live hearing, disciplinary sanctions imposed on the Respondent and whether remedies will be provided to the Complainant. The determination will be sent simultaneously to the parties along with information on how to file an appeal.

APPEAL

Both parties have the right to appeal a determination regarding responsibility, RUSVM's dismissal of a Formal Complaint or any allegations therein if: (1) procedural irregularity affected the outcome of the matter; (2) there is newly discovered evidence that could affect the outcome of the matter; (3) Title IX personnel had a conflict of interest or bias, that affected the outcome of the matter; and/or (4) the proposed Remedy was not reasonable based on the evidence compiled during the investigation

An appeal must be submitted in writing to the Title IX Coordinator within ten days of the delivery of the Written Determination.

RETALIATION PROHIBITED

Retaliation (including intimidation, threats, coercion or discrimination) against an individual for raising an allegation of Sexual Harassment, for cooperating in the grievance process is prohibited.

If you believe you have been retaliated against, you should follow the procedures outlined in RUSVM's Retaliation Policy located in the Student Handbook and Employee Handbook.

TRAINING

RUSVM ensures that its Title IX personnel have adequate training. The Title IX Coordinator and Investigators are trained on the definition of Sexual Harassment, the scope of RUSVM's education Program or Activity, how to conduct an investigation, RUSVM's grievance process (including hearings, appeals, and informal resolution processes, as applicable) and how to serve impartially by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. Decision-Makers are trained on the definition of Sexual Harassment, the live hearing process, technology to be used in live hearings, and issues of relevance (including how to apply the rape shield protections provided for Complainants). Informal resolution facilitators are trained on the informal resolution process.

Materials used to train Title IX personnel are posted on RUSVM's website and may also be requested directly from the Title IX Coordinator.

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act ("Clery Act") and the Violence Against Women Reauthorization Act of 2013 ("VAWA"), RUSVM will provide primary prevention and awareness programs to prevent Sexual Assault, Dating Violence, Domestic Violence and Stalking to incoming students and new Colleagues during their first semester.

BIAS/CONFLICT OF INTEREST

To raise any concern involving bias or conflict of interest by the Title IX Coordinator, contact the Jason Kangalee, Sexual Misconduct Response Coordinator, by phone at **869.465.4161 x 401-1159** or by email at dsatterlee@rossvet.edu.kn. Concerns of bias or potential conflict of interest by any other Title IX personnel should be raised with the Title IX Coordinator.

REPORTING REQUIREMENTS

College administrators will issue timely warnings for incidents reported that pose a substantial threat of bodily harm or danger to other members of the campus community. RUSVM will make every effort to ensure that a victim's name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the danger. RUSVM reserves the right to notify parents/guardians of dependent students regarding any health or safety risk, or a change in student status.

Personally identifiable information for victims of Sexual Assault, Dating Violence, Domestic Violence and Stalking will not be included in any publicly available recordkeeping, including Clery Act Reporting and disclosures such as the ASR.



1. GENERAL INFORMATION (continued)

ADDITIONAL INFORMATION

Students and Colleagues may contact the Title IX Coordinator with any questions related to this policy. In addition, the U.S. Department of Education Office for Civil Rights (“OCR”) investigates complaints of unlawful harassment of students in educational programs or activities. This agency may serve as a neutral fact finder and will attempt to facilitate the voluntary resolution of disputes with the parties. For more information, visit the OCR website at ed.gov/ocr/. To the extent that a Colleague or contract worker is not satisfied with RUSVM’s handling of a complaint, he or she may also contact the appropriate state or federal enforcement agency for legal relief.

The OCR National Headquarters is located at:

**U.S. Department of Education
Office for Civil Rights**

Lyndon Baines Johnson Department of Education Bldg
400 Maryland Avenue, SW
Washington, DC 20202-1100
Telephone: 800-421-3481
FAX: 202-453-6012; TDD: 800-877-8339
Email: OCR@ed.gov

PRIMARY PREVENTION AND AWARENESS PROGRAMS: RISK REDUCTION TIPS

Responsibility for sexual misconduct rests with those who commit such acts. Risk reduction tips are not intended to blame the victim. There are precautions we all can take which may limit our exposure to situations which may result in non-consensual sexual acts.

- Communicate limits/boundaries and respect the limits/boundaries of others.
- Clearly and firmly say “No” to a sexual aggressor.
- If possible, leave the physical presence of a sexual aggressor or otherwise violently aggressive person.
- If someone is nearby, ask for help.
- Take responsibility for your alcohol/drug use. Acknowledge that alcohol/drugs lower sexual inhibitions and may make you vulnerable to someone who sees an impaired person as a sexual opportunity.
- Do not take advantage of someone’s intoxication or altered state even if alcohol or drugs were consumed willingly.
- If you choose to share intimate images, pictures, videos or content with others, even those you trust, be clear about your expectations regarding how the information may be used, shared or disseminated. If such information is shared with you, do not share it with others.
- Take care of friends and ask that they take care of you.
- As a sexual initiator, clearly communicate your intentions and give your sexual partner the opportunity to clearly communicate the same.
- Do not make assumptions about consent, sexual availability, sexual attraction, how far an interaction can go or about physical and/or mental ability to consent.
- Remember that consent should be affirmative and continuous. If there is any question or ambiguity, you should proceed as if you do not have consent.
- Consider mixed messages from a partner to be an indication that sexual conduct should stop so that better communication can occur.
- Recognize the potential for a sexual partner to feel intimidated or coerced by you as a result of a power advantage, your gender, your demeanor or your physical presence. Do not use or abuse that power.



1. GENERAL INFORMATION (continued)

BYSTANDER INTERVENTION STRATEGIES

Intervention by classmates, colleagues and others within proximity to the precursors or signs of possible sexual assault, sexual exploitation, dating violence, domestic violence or stalking can significantly impact the course of an interaction between a latent perpetrator and victim. Bystanders may also encourage friends, classmates and colleagues who are already experiencing victimization to seek assistance sooner than they may have without encouragement, support or acknowledgment. Community members are encouraged to recognize warning signs and to consider possible methods of interference in various scenarios before opportunities to intervene arise. By planning ahead, we all maximize the likelihood of being empowered to take safe actions to either prevent sexual misconduct or offer paths to eliminate ongoing victimization.

When a member of the RUSVM community observes threatening, coercive, forceful, aggressive, or harassing behavior, it is important to assess the situation to determine the best possible course of action for all concerned. Some forms of intervention are direct, while others will be less apparent to the perpetrator or others within range of the interaction. Examples include but are not limited to:

- Making up an excuse to get someone out of a dangerous situation.
- Stepping in to change the course of an interaction.
- Warning potential or perceived perpetrators that their actions may lead to severe consequences.
- Refusing to leave the company of a potential victim despite efforts by an aggressor or pursuer to get the potential victim alone.
- Taking steps to reduce alcohol or drug consumption within a potentially dangerous social situation.
- Calling and cooperating with security, administration, the police or others to assist with intervention and accountability.
- Expressing concern or offering resources when you notice someone with unexplained or frequent injuries.
- Refusing to consider sex and/or gender-based misconduct a personal or private matter between the victim and the perpetrator.

PROCEDURES TO FOLLOW AFTER A SEXUAL MISCONDUCT INCIDENT

Complainants of any sexual misconduct that might constitute a crime, including domestic violence, dating violence, sexual assault, stalking and rape (including acquaintance rape) that impacts the RUSVM community have the option and are encouraged to contact local law enforcement authorities. The criminal process is separate from RUSVM's process.

Whenever possible, Complainants should report a violation of this Policy as soon as possible and preserve evidence as may be necessary to prove that domestic violence, dating violence, sexual assault or stalking occurred, or to obtain a protection order. Complainants of sexual assault or rape are strongly encouraged to report the incident as described in this Policy to deter future assaults and to ensure that the Complainants receive the services they need. Steps should be taken to help deal with physical and emotional trauma associated with the violation. Recommended steps include:

1. Go to a safe place; go somewhere to get emotional support.
2. Consider reporting the incident to the police. Complainants are not required to report an incident to law enforcement authorities, but RUSVM will assist the Complainants with contacting the police, if requested.
3. Report the misconduct to the manager of student services, sr. manager of campus operations, one-up manager, campus incident commander, local RUSVM leadership, Title IX Coordinator or the CRC.
4. For your safety and well-being, immediate medical attention is encouraged. Time is a critical factor for evidence collection and reservation that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining an order of protection. Being examined as soon as possible, ideally within 120 hours, is important especially in the case of rape and other forms of sexual assault. To preserve evidence, it is recommended that, if at all possible, you do not bathe, shower, douche, eat, drink, smoke, brush your teeth, urinate, defecate or change clothes before that exam. Even if you have already taken any of these actions, you are still encouraged to have prompt medical care. Additionally, you are encouraged to gather bedding, linens or unlaundered clothing and any other pertinent articles that may be used for evidence. Secure them in a clean paper bag or clean sheet. Completing a forensic examination does not require someone to file a police report. To find a location near you that performs free forensic examinations, call the National Sexual Assault Hotline at (800) 656-4673. Resources are also available through the Rape Abuse & Incest National Network (RAINN); [RAINN.org](https://www.rainn.org).



1. GENERAL INFORMATION (continued)

5. Even after the immediate crisis has passed, consider seeking professional counseling and the support of local and specialized support agencies, such as sexual assault recovery centers and domestic violence safe houses. This can help to recover from the psychological effects and provide a safe environment for recovery.

RESOURCES FOR VICTIMS

Local Resources can be found in the RUSVM's Annual Security Report distributed to each campus community and posted on the Student Consumer Information page of RUSVM's website. The reports are available by location in a drop-down menu and contain lists of local resources available to victims of sex and gender-based misconduct. The resource lists are updated annually.

To access this information, go to: veterinary.rossu.edu/student-consumer-information

Additionally, the following resources exist to provide information and links to external assistance:

- **National Sexual Assault Hotline** 1.800.656.HOPE (4673) rainn.org
- **National Domestic Violence Hotline** 1.800.799.7233 (TTY) 1.800.787.3224 thehotline.org
- **National Network to End Domestic Violence** nnedv.org womenslaw.org
[Legal information and resources]
- **National Stalking Resource Center** victimsofcrime.org
- **Love is respect** 1.866.331.9474 (TTY) 1.866.331.8453 loveisrespect.org
- **National Suicide Prevention Hotline** 1.800.273.TALK (8255) suicidepreventionlifeline.org
- **Americans Overseas Domestic Violence Crisis Center** 1.866.USWOMEN (International Toll-Free) crisis@866uswomen.org
- **U.S. Embassy** usembassy.gov
- **Child Welfare Information Gateway** childwelfare.gov
- **State Statutes Including Mandatory Reporting Laws** childwelfare.gov/topics/systemwide/laws-policies/state