Duquesne University’s overarching concern for student safety and mission includes the promotion of a profound respect for the dignity of each person. Federal and State regulations require all colleges and universities to educate students on sexual/relationship violence and bystander intervention. This booklet is one of the many steps Duquesne University takes to promote respect and dignity of the individual.
STUDENT POLICY: SEXUAL VIOLENCE

The Mission Statement of Duquesne University emphasizes a profound concern for moral and spiritual values. This concern is underscored in the Sexual/Relationship Violence Policy, which serves to protect the right of each member of the University community from sexual violence. All students are responsible for their own actions and are expected to maintain high standards of moral and ethical behavior as well as to comply with local, state and federal laws. Sexual violence is a violation of the Student Code involving physical contact of a sexual nature, which is against one’s will or without one’s consent. This includes, but is not limited to:

• nonconsensual sexual intercourse or penetration (vaginal, oral or anal) by any means.
• nonconsensual sexual contact (any touching of intimate body parts with any body part or object without consent).
• sexual contact with a person while knowing or having reason to know that the person is incapacitated by any means, including alcohol or other drugs.
• relationship violence: relationship violence is a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Relationship violence can be physical, sexual, emotional, economic or psychological actions or threats of actions that influence another person. This includes any behaviors that intimate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure or wound someone.
• dating violence: violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. 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, the frequency of interaction between the persons involved in the relationship.

Sexual violence can be perpetrated by a stranger or acquaintance. Both men and women can be victims or perpetrators.

Victims may experience feelings of confusion, disbelief, shock, guilt, shame, self-blame, resentment, anger and fear. Persons who experience the violence and trauma of sexual violence are victims, but they are also encouraged to be survivors in the sense of being persons with dignity and power who rise above the assault.

This book provides information and resources to help clarify and address the issues of sexual violence. This policy, which complies with the Higher Education Reauthorization Amendment Act and the Violence Against Women Act, ensures consistent procedures and provides coordination of University and community resources for victims of sexual violence. The intention of the University is to increase awareness and prevention of sexual/relationship violence, and to provide assistance for survivors and their families.
EDUCATIONAL PROGRAMMING

The University sponsors a variety of educational programs that seek to raise awareness of sexual/relationship violence and bystander intervention issues and maximize the possibility of prevention. Programs are offered by the Division of Student Life. Self-defense classes including RAD (Rape Aggressive Defense), SAFE (Self-Defense Awareness and Familiarization Exchange Program) and a safety escort service are offered by the Department of Public Safety. Code blue telephones, stand-alone interactive voice security stations, are located throughout campus. For specific locations refer to www.duq.edu/life-at-duquesne/campus-safety/code-blue-telephones.

PROCEDURES FOR VICTIMS OF SEXUAL VIOLENCE

1. Attempt to get to a safe place as quickly as possible.

2. For assistance, victims can contact the University Counseling and Wellbeing Center, 412.396.6204; the on-call Residence Life staff member, 412.396.5888; Health Service, 412.396.1650; Spiritan Campus Ministry, 412.396.6020; or the Department of Public Safety, 412.396.COPS (2677). A University Counseling and Wellbeing Center crisis counselor is available 24 hours a day by also calling 412.396.COPS (2677) and asking to speak to the counselor on call.

3. It is important to preserve all physical evidence. Victims who have been sexually assaulted SHOULD NOT bathe, shower or douche. If oral sex was involved do not brush your teeth, drink or smoke. These activities will destroy evidence. The victim should try not to change clothes before seeking medical treatment. If possible, bring another set of clothing to the hospital as original clothes will be preserved as possible evidence. If the victim changes clothes prior to going to the hospital, she/he should take the soiled clothes in a paper bag as evidence (plastic bags destroy evidence).

4. Victims of sexual, physical or emotional violence are encouraged to seek immediate medical treatment (UPMC Mercy Emergency Room, 412.232.8222). Hospital personnel will also collect evidence in case the victim might wish to file criminal charges later. It is important to know that hospitals are required to report any injuries which are the result of a crime. This does not mean that the victim must file charges.

5. Any victim can pursue legal action. However, it is difficult to collect physical evidence more than nine days after an assault to support such charges.

6. Victims who wish to take legal and/or disciplinary action against their assailants may seek assistance through the Office of Student Conduct, 412.396.6642; Department of Public Safety, 412.396.COPS (2677); or Pittsburgh Police, 412.323.7141.

7. Victims have the right to refuse to take legal action even if they file a police report.

8. Victims of sexual violence are encouraged to obtain counseling through the University Counseling and Wellbeing Center, 412.396.6204; Pittsburgh Action Against Rape (PAAR), 1.866.363.7273; or the Center for Victims of Violent Crimes, 412.392.8582.
9. Victims are encouraged to contact someone they trust such as a close friend, family member, the University Counseling and Wellbeing Center or a Spiritan Campus Ministry staff member to offer support through the process.

EMOTIONAL SUPPORT FOR VICTIMS

Counseling is available for victims of sexual violence at the University Counseling and Wellbeing Center (UCWC). The UCWC offers both crisis intervention and ongoing counseling. UCWC is located at 632 G Fisher Hall, and regular business hours are Monday through Friday, 8:30 a.m. to 4:30 p.m. A UCWC crisis counselor is available 24 hours a day by calling the University Police at 412.396.COPS (2677) and asking to speak to the counselor on call. Depending upon the specific needs of the victim, referrals for counseling may be made to community mental health centers and to private practitioners. Counseling is also available in the community at the Center for Victims of Violent Crime (412.392.8582) and Pittsburgh Action Against Rape (1.866.363.7273). These community agencies offer 24-hour hotlines, crisis intervention, support counseling, group counseling and/or legal advocacy. Victims of past sexual abuse, incest or sexual violence are also eligible for counseling at UCWC and in the community at agencies such as Family Resources and Pittsburgh Action Against Rape.

REPORTING AN INCIDENT TO LEGAL AUTHORITIES

Victims have the option to report the incident immediately to Duquesne University’s Department of Public Safety, 412.396.COPS (2677).

Reporting an incident is different from choosing to prosecute. Filing a report does not obligate the victim to continue with legal proceedings or University student conduct proceedings. The victim can choose whether or not to participate in proceedings at any point in the process. The purposes for reporting an incident are:

1. to protect yourself and others from future victimization;
2. to apprehend the assailant;
3. to in some way seek justice for the wrong done to the victim.

If a victim chooses to report the incident, one or two University police officers will take a statement from her/him regarding what happened. They will ask her/him to describe and/or identify the assailant(s). They may ask questions about what happened before and after the incident, about any witnesses and about the scene of the crime. Victims may have a support person of their choice with them during the interview.

The Department of Public Safety is required to contact the Pittsburgh Police if the victim wishes to press charges. The case will be investigated by the Pittsburgh Police, assisted by the Department of Public Safety. This does not mean that the victim has to file criminal charges. Victims can request that their identity be kept confidential. If the victim decides at this time that she/he does not want to pursue action she/he may want to consider having an anonymous report made. The purpose of an anonymous
report is to take some steps to ensure future safety for the victim and others while protecting her/his identity. The University can use such information to keep accurate records about the number of incidents, look for patterns of assaults regarding location, method, or assailant and alert the campus community to potential danger. If a victim wishes to file an anonymous report she/he may call the University Counseling and Wellbeing Center at 412.396.6204 or any of the other University departments listed under “Resources” below.

CONFIDENTIAL REPORTING OPTIONS

University Counseling and Wellbeing Center
412.396.6204  |  www.duq.edu/counseling

Spiritan Campus Ministry
412.396.6020  |  www.duq.edu/campus-ministry

Pittsburgh Action Against Rape (PAAR)
1.866.363.7273  |  www.paar.net

FEDERAL STATISTICAL REPORTING OBLIGATIONS

Certain campus officials have a duty to report sexual assault, domestic violence, dating violence and stalking for federal statistical reporting purposes (Clery Act). All personally identifiable information is kept confidential, but statistical information must be passed along to campus law enforcement regarding the type of incident and its general location (on or off-campus, in the surrounding area, but no addresses are given) for publication in the annual Campus Security Report. This report helps to provide the community with a clear picture of the extent and nature of campus crime, to ensure greater community safety. Mandated federal reporters include: student conduct, campus law enforcement, local police, coaches, athletic directors, residence life staff, student activities staff, human resources staff, advisors to student organizations and any other official with significant responsibility for student and campus activities. The information to be shared includes the date, the location of the incident (using Clery location categories) and the Clery crime category. This reporting protects the identity of the victim and may be done anonymously.

FEDERAL TIMELY WARNING REPORTING OBLIGATIONS

Victims of sexual/relationship violence should also be aware that University administrators must issue immediate timely warnings for incidents reported to them that are confirmed to pose a substantial threat of bodily harm or danger to members of the campus community. The University 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. The reporters for timely warning purposes are exactly the same as detailed Federal Statistical Reporting Obligations.
INTERIM MEASURES AND ACCOMMODATIONS

As part of the University’s response to a report of sexual/relationship violence, and regardless of whether there has been a request for formal disciplinary or law enforcement action, the University may impose interim measures or offer accommodations to address issues that impact the reporting and accused students’ educational, living or work environments. These interim measures can often be put in place very quickly, prior to the resolution of any referral or criminal proceeding. Once imposed, the University will take necessary action to enforce the implemented measures. Anyone who becomes aware of, or has a concern about a student’s failure to follow any University-imposed interim measure or accommodation, should report this concern to the Office of Student Conduct.

AVAILABLE INTERIM MEASURES OR ACCOMMODATIONS

To quickly address a situation, the University, where it determines it is appropriate, may impose a wide range of interim measures, or offer accommodations, to any reporting or accused student, such as providing:

• Implementation of a “No Contact Order”
• Change in University-related work schedules or job assignments
• Change in University-owned housing
• Assistance from University staff in completing housing relocation
• Assistance in addressing off-campus living arrangements
• Restricting a student’s access to certain University facilities or activities pending resolution of a matter
• Providing an escort to facilitate safe movement between classes and activities
• Access to academic support services, such as, but not limited to, tutoring
• Rescheduling of exams and assignments
• Availability of alternative course completion options, including, but not limited to the opportunity to change class schedules by transferring course sections or withdrawing without penalty
• Voluntary leave of absence
• Interim suspension
• Any other remedy or accommodation necessary and appropriate to facilitate the reporting student’s or the accused student’s access to educational opportunities
• Assistance with contacting the appropriate police department
• Access to counseling services, including assistance in arranging an initial appointment, on and/or off-campus

• Access to and assistance with obtaining necessary medical services

• Access to and assistance with connecting to pastoral care and support through campus ministry

• Assistance in contacting community resources such as Pittsburgh Action Against Rape or other support services

• Assistance in contacting legal resources such as County Bar Association Legal Referral, or other legal support

• Guidance and support with filing a report through the University’s disciplinary system, Title IX Office, and/or through the criminal justice process

The University will also consider additional interim measures appropriate to the situation at hand. When necessary, the University may make any “interim” measure permanent.

UNIVERSITY SANCTIONS

Following an on-campus disciplinary procedure, the sanctions for sexual/relationship violence that may result are those applied to all student conduct cases. These sanctions are contained in Article V.C. of the Student Code (www.duq.edu/studentcode). They include, without being limited to, University suspension or expulsion, Living Learning Center suspension or expulsion, discretionary sanctions, loss of privileges, probation and warning. The procedures for on-campus disciplinary action in cases of alleged sexual violence are those employed in all student conduct cases and are contained in Article V.A. of the Student Code (www.duq.edu/studentcode).

INTERIM SUSPENSION

In situations where the accused student suspected of violating the Student Code may pose a threat to the safety of the reporting student, other students or the University community, and it is determined to be appropriate under the circumstances, the University’s Vice President for Student Life or representative may impose on the accused student an interim suspension from either the University or University-owned housing. This interim suspension will remain active as needed to meet safety needs and until it is determined by the Vice President for Student Life or representative that it is no longer necessary. Imposition of an interim suspension is not the equivalent of a finding of responsibility.
FEDERAL, STATE AND LOCAL LAWS/DEFINITIONS FOR SEXUAL/RELATIONSHIP VIOLENCE


RETAILATION

It is unlawful to retaliate against an individual because he or she made a complaint, testified, or participated in any manner in an investigation or proceeding. Duquesne University will vigorously enforce this prohibition against retaliation.

Bystander Intervention

Sexual/relationship violence and bullying do not come out of nowhere. It is supported by cultural patterns of disrespect and peer pressure. Working together we can change these patterns. Bystander intervention will create a safer community for all.

STEPS TO ACTION

PAY ATTENTION – Be alert to things that make you feel uncomfortable.
• Signs of sexual pressure, unwanted attention, or disrespect.
• Someone who is way too drunk.
• Worried looks – anyone who seems scared or confused.

DECIDE – Should someone intervene?
• Is the situation heading in a bad direction?
• Does anyone need help? If you can, check-in with whomever you are trying to help – but if you can’t, trust your instincts.

MAKE A PLAN – Fit your intervention to the situation.
• Who’s in the best position to act? Call on friends, allies, hosts, authority figures – or do something yourself.
• When’s the best moment? Now? Later? Do you need time to plan or to organize others?
• Be creative and strategic.

MAKE IT HAPPEN – Stay calm, follow your plan. Be ready to get help if you need it.
• Look for allies. Be alert for others trying to help too.
• Start by using the lightest touch you can.
• Act even if you feel awkward or nervous.
TECHNIQUES TO TRY

THINK SMALL
Small interventions can be the most effective. Use humor and creativity. Act early. Act often.

OFFER HELP
Signal your concern and willingness to act. It’s okay if you are turned down at first or altogether. Simply offering can help change the situation.

DE-ESCALATE
Be calm, respectful. Shift the focus away from the problem.

THINK BIG
Most interventions are small but some problems are so big that they may require sustained action. Find allies and make plans.

DISRUPT THE SITUATION

MAKE SPACE
Separate the person at risk from the source of danger. Set some alternative plans in motion or create diversion.

NAME THE PROBLEM
Acknowledging that things aren’t right can go a long way.

SLOW THINGS DOWN
Give people time to remove themselves — if that’s what they want.

BE SAFE
If you think you are in danger, step back and get help.

WHY DOES THIS WORK WELL?
Sexual/relationship violence and bullying are patterns of behavior that are coercive. As a bystander, you’re standing by as the action unfolds and by simply stepping into the action, you can interrupt the behavior.

Intervention stories from Duquesne University students are available online: www.duq.edu/adsm
SEXUAL/RELATIONSHIP VIOLENCE RESOURCES

TITLE IX COORDINATOR

Mr. Sean Weaver
412.396.2560 (weavers2@duq.edu)
www.duq.edu/discrimination-sexual-misconduct

EMERGENCY

Residence Life (Resident Director on Duty)
412.396.5888

Duquesne University Department of Public Safety
412.396.COPS (2677)
(publicsafety@duq.edu)

Pittsburgh Police
911

MEDICAL TREATMENT

Student Health Service
Duquesne Union
412.396.1650
(www.duq.edu/health-service)
Monday-Thursday, 7:30 a.m.-7:00 p.m.
Friday, 7:30 a.m. – 4:30 p.m.

Mercy Hospital Emergency Room
412.232.8222

POLICE AND LEGAL INFORMATION

Duquesne University Department of Public Safety
(non-emergency)
412.396.6002
(publicsafety@duq.edu)

Pittsburgh Police
412.323.7141

Neighborhood Legal Services Association
412.255.6700
(www.nlsa.us)
District Attorney’s Office
412.350.4400
(www.da.allegheny.pa.us)

EMOTIONAL SUPPORT

University Counseling and Wellbeing Center
412.396.6204
(www.duq.edu/counseling)

Pittsburgh Action Against Rape (PAAR)
1.866.363.7273

Center for Victims of Violent Crimes
412.392.8582
(www.cvvc.org)

Spiritan Campus Ministry
412.396.6020
(www.duq.edu/campus-ministry)

STUDENT LIFE OFFICERS

Office of Student Conduct
412.396.6642
(monahans@duq.edu)

Office of Residence Life
412.396.5028
(www.duq.edu/residence-life)

RESIDENT DIRECTORS

Assumption – 412.396.5047
Brottier – 412.396.1442
Des Places – 412.396.2474
St. Ann – 412.396.5083
St. Martin – 412.396.5095
Towers – 412.396.5089
Vickroy – 412.396.4211
MISSION STATEMENT

Duquesne University of the Holy Spirit is a Catholic University, founded by members of the Congregation of the Holy Spirit, the Spiritans, and sustained through a partnership of laity and religious. Duquesne serves God by serving students - through commitment to excellence in liberal and professional education, through profound concern for moral and spiritual values, through the maintenance of an ecumenical atmosphere open to diversity, and through service to the Church, the community, the nation, and the world.