



## SEXUAL VIOLENCE RESPONSE POLICY

In accordance with the Student's Bill of Rights, reporting individuals shall have the right to pursue more than one of the options below at the same time, or to choose not to participate in any of the options below:

### I- Reporting:

- To disclose *confidentially* the incident to one of the following college officials, who by law may maintain confidentiality, and can assist in obtaining services (more information on confidential report is available in the "Options for Confidentially Disclosing Sexual Violence Policy"  
<http://department.sunysuffolk.edu/LegalAffairs/5122.asp>
- Anonymously via the web – [Suffolk County Community College Silent Witness Program](http://www.sunysuffolk.edu/About/1311.asp)  
[www.sunysuffolk.edu/About/1311.asp](http://www.sunysuffolk.edu/About/1311.asp)
- Mental Health Services
  - Ammerman 631-451-4069
  - Eastern 631-548-2650
  - Michael J. Grant 631-851-6351

[Student Health Services - https://www.sunysuffolk.edu/Students/Health.asp](https://www.sunysuffolk.edu/Students/Health.asp)

  - Ammerman Campus 631-451-4047
  - Eastern Campus 631-548-2510
  - Michael J. Grant Campus 631-851-6709
- To disclose confidentially the incident and obtain services from the New York State or county hotlines:
  - [www.opdv.ny.gov/help/dvhotlines.html](http://www.opdv.ny.gov/help/dvhotlines.html) Additional disclosure and assistance options are catalogued by the Office for the Prevention of Domestic Violence and presented in several languages: [www.opdv.ny.gov/help/index.html](http://www.opdv.ny.gov/help/index.html) (or by calling 1-800-942-6906), and assistance can also be obtained through:
    - Suffolk County Domestic Violence Task Force  
[www.suffolkcountyny.gov/Departments/Probation/DomesticViolence.aspx](http://www.suffolkcountyny.gov/Departments/Probation/DomesticViolence.aspx)
    - [Long Island Against Domestic Violence](http://www.liadv.org/) [www.liadv.org/](http://www.liadv.org/)  
(call 631-666-8833 to speak with a crisis counselor)
    - [Victims Information Bureau of Suffolk \(VIBS\)](http://www.vibs.org/) [www.vibs.org](http://www.vibs.org)  
(call the hotline at 631-360-3606; email the hotline at [hotline@vibs.org](mailto:hotline@vibs.org))
    - [Response of Suffolk County](http://www.responsehotline.org/) [www.responsehotline.org/](http://www.responsehotline.org/)  
(call the hotline at 631-751-7500; for services in Spanish call Conexión 631-751-7423)
    - [Parent's for Megan's Law Crime Victims Center](http://www.parentsformeganslaw.org) [www.parentsformeganslaw.org](http://www.parentsformeganslaw.org)  
(24-hour rape crisis hotline 631-332-9234 in 170 different languages)
    - Long Island Crisis Center – [www.longislandcrisiscenter.org/get-help-now](http://www.longislandcrisiscenter.org/get-help-now)
    - SurvJustice: [survjustice.org/our-services/civil-rights-complaints/](http://survjustice.org/our-services/civil-rights-complaints/)
    - Legal Momentum: [www.legalmomentum.org/](http://www.legalmomentum.org/)
    - New York State Coalition Against Sexual Assault - NYSCASA: [nyscasa.org](http://nyscasa.org)  
Need help? call the hotline at 1-800-942-6906 (English and Spanish)
    - New York State Coalition Against Domestic Violence – NYSCADV: [nyscadv.org](http://nyscadv.org)
    - NY State Domestic Violence Hotline: 1-800-942-6906
    - Pandora's Project: [www.pandys.org/lgbtsurvivors.html](http://www.pandys.org/lgbtsurvivors.html)
    - GLBTQ Domestic Violence Project: [www.glbtqdv.org/](http://www.glbtqdv.org/)
    - Rape Abuse & Incest National Network (RAINN): [www.rainn.org/get-help](http://www.rainn.org/get-help)
    - Safe Horizons: [www.safehorizon.org/](http://www.safehorizon.org/)

(Note that these hotlines are for crisis intervention, resources, and referrals, and are not reporting mechanisms, meaning that disclosure on a call to a hotline does not provide any information to the campus. Reporting individuals are encouraged to additionally contact a campus confidential or private resource so that the campus can take appropriate action in these cases.)

- [To disclose the incident to one of the following college officials](#) who can offer privacy and can provide information about remedies, accommodations, evidence preservation and how to obtain resources. Those officials will also provide the information contained in the Student's Bill of Rights, including the right to choose when and where to report, to be protected by the institution from retaliation, and to receive assistance and resources from the institution. These college officials will disclose that they are private and not confidential resources, and may still be required by law and college policy to inform one or more college officials about the incident, including but not limited to the Title IX Coordinator. They will notify reporting individuals that [the criminal process uses different standards of proof and evidence than internal procedures](#), and questions about the penal law or the criminal process should be directed to law enforcement or the district attorney:

- Title IX Coordinator; [Office of Legal Affairs](#) 631-451-4950
- Deputy Title IX Coordinators/Campus Associate Dean of [Student Services](#)
  - Ammerman Campus/Sayville Center 631-451-4044
  - Michael J. Grant Campus 631-851-6521
  - Eastern Campus 631-548-2514
  - Culinary Arts Center 631-548-3707
- [Public Safety](#) 24 hours/7 days a week 631-451-4242
- [Counseling Center](#)
  - Ammerman Campus 631-451-4053
  - Eastern Campus 631-548-2527
  - Michael J. Grant Campus 631-851-6250

(SUNY link: <http://system.suny.edu/media/suny/content-assets/documents/sexualviolenceprevention/College-and-Criminal-Process-Resource.pdf>)

- To file a criminal complaint with local law enforcement/police department and/or state police - **Call 911**
  - Local Police Precincts- [Suffolk County Police Department](#):
    - [1st Precinct](#) .....555 Rt. 109, Lindenhurst 631-854-8100
    - [2nd Precinct](#) ..... 1071 Park Avenue, Huntington 631-854-8200
    - [3rd Precinct](#) ..... 1630 5th Avenue, Bay Shore 631-854-8300
    - [4th Precinct](#) ..... 727 Veterans Memorial Hwy, Smithtown 631-854-8400
    - [5th Precinct](#) ..... 125 Waverly Ave., Patchogue 631-854-8500
    - [6th Precinct](#) .....400 Rt. 25, Selden 631-854-8600
    - [7th Precinct](#) ..... 1491 William Floyd Parkway, Shirley 631-852-8700
    - [Southampton Town Police Department](#) 631-728-5000
    - [Town of Riverhead Police Department](#) 631-727-4500
  - State Police 24-hour hotline to report sexual assault on a NY college campus: 1-844-845-7269
- To receive assistance by Public Safety, the Title IX Coordinator or a designee in initiating legal proceedings in a family court or civil court.
- To file a report of sexual assault, domestic violence, dating violence, and/or stalking, and/or talk to the Title IX Coordinator for information and assistance. Reports will be investigated in accordance with College policy and the reporting individual's identity shall remain private at all times if said reporting individual wishes to maintain privacy. If a reporting individual wishes to keep his/her identity anonymous, he or she

may call the Mental Health Services Coordinator at their campus anonymously to discuss the situation and available options - <http://department.sunysuffolk.edu/LegalAffairs/5122.asp>

Christina Vargas, Title IX Coordinator  
[Office of Legal Affairs](#)/Office of the Compliance Officer  
533 College Road, NFL Building Suite 230, Selden, NY 11784  
631-451-4950  
vargasc@sunysuffolk.edu

- When the accused is an employee, a reporting individual may also report the incident to the Title IX Coordinator (contact information listed above) or to Human Resources or may request that one of the above referenced confidential or private employees assist in reporting to them. Disciplinary proceedings will be conducted in accordance with applicable collective bargaining agreements. When the accused is an employee of an affiliated entity or vendor of the college, college officials will, at the request of the reporting individual, assist in reporting to the appropriate office of the vendor or affiliated entity and, if the response of the vendor or affiliated entity is not sufficient, assist in obtaining a persona non grata letter, subject to legal requirements and college policy.
  - [Sexual Harassment Policy and Grievance Procedure for employee claims of harassment by another employee, guest or contractor](#) - [depthome.sunysuffolk.edu/LegalAffairs/Docs/BOTPolicies/SexualHarrassemployeepolicy.pdf](#)
  - Human Resources  
Jeffrey L. Tempera, Assistant Vice President  
631-451-4239
- You may withdraw your complaint or involvement from the College process at any time.
- Every college shall ensure that, at a minimum, at the first instance of disclosure by a reporting individual to a college representative, the following information shall be presented to the reporting individual: “You have the right to make a report to Campus Security, local law enforcement, and/or State Police or choose not to report; to report the incident to your institution; to be protected by the institution from retaliation for reporting an incident; and to receive assistance and resources from your institution.”

## II- Resources:

- To obtain effective intervention services:
  - Mental Health Services
    - Ammerman 631-451-4069
    - Eastern 631-548-2650
    - Michael J. Grant 631-851-6351
  - [Counseling Center](#)
    - Ammerman Campus 631-451-4053
    - Eastern Campus 631-548-2527
    - Michael J. Grant Campus 631-851-6250
  - [Student Health Services](#) – Each campus has a Health Services Office staffed by registered nurses who work under the direction of a consulting physician.
    - Ammerman Campus 631-451-4047
    - Eastern Campus 631-548-2510
    - Michael J. Grant Campus 631-851-6709

Sexual contact can transmit Sexually Transmitted Infections (STI) and may result in pregnancy. Testing for STIs and emergency contraception is available through the Suffolk County Department of Health Services – Patient Care Services/[Health Centers](#) and [Planned Parenthood](#) with offices in [Patchogue](#), [Huntington](#), [Riverhead](#), [Smithtown](#), and [West Islip](#).

- [Long Island Association for AIDS Care \(LIAAC\)](#) provides anonymous HIV Testing 631-952-2083 or 1-800-462-6786
- Within 96 hours of an assault, you can get a [Sexual Assault Forensic Examination](#) (commonly referred to as a rape kit) at a hospital. The Suffolk County Sexual Assault Nurse Examiner ([SANE](#)) Program has centers located at [Peconic Bay Medical Center](#), [Stony Brook University Hospital](#), and [Good Samaritan Hospital](#). You do not have to pay for a SANE Exam. If you do not have insurance or if you are afraid to use your insurance, New York State Crime Victims Board will pay for your exam. While there should be no charge for a rape kit, there may be a charge for medical or counseling services off campus and, in some cases; insurance may be billed for services. You are encouraged to let hospital personnel know if you do not want your insurance policyholder to be notified about your access to these services. The New York State Office of Victim Services may be able to assist in compensating victims/survivors for health care and counseling services, including emergency funds. More information may be found here: [www.ovs.ny.gov/files/ovs\\_rights\\_of\\_cv\\_booklet.pdf](http://www.ovs.ny.gov/files/ovs_rights_of_cv_booklet.pdf) or by calling 1-800-247-8035. Options are explained here: [www.ovs.ny.gov/helpforcrimevictims.html](http://www.ovs.ny.gov/helpforcrimevictims.html)
- To best preserve evidence, victims/survivors should avoid showering, washing, changing clothes, combing hair, drinking, eating or doing anything to alter physical appearance until after a physical exam has been completed.

### III- Protection and Accommodations:

- When the accused is a student, to have the college issue a "No Contact Order," consistent with college policy and procedure, meaning that continuing to contact the protected individual is a violation of college policy subject to additional conduct charges. Contact the Associate Dean of Student Services/Deputy Title IX Coordinator at your campus and see the [Student Code of Conduct](#) for more information. When a "No Contact Order" has been issued by the College, if the accused and a protected person observe each other in a public place, it is the responsibility of the accused to leave the area immediately and without directly contacting the protected person. Both the accused/respondent and reporting individual may request a prompt review of the need for and terms of a "No Contact Order", consistent with College policy. Both parties may submit evidence in support of their request.
- To have assistance from Public Safety or other college officials in initiating legal proceedings in family court or civil court, including but not limited to obtaining an Order of Protection or, if outside of New York State, an equivalent protective or restraining order.
- To receive a copy of the Order of Protection or equivalent and have an opportunity to meet or speak with a college official who can explain the order and answer questions about it, including information from the Order about the accused's responsibility to stay away from the protected person(s); that burden does not rest on the protected person(s).
- To receive an explanation of the consequences for violating these orders, including but not limited to arrest, additional conduct charges, and interim suspension.
- To have assistance from Public Safety in contacting law enforcement to effect an arrest when an individual violates an Order of Protection or, if outside of New York State, an equivalent protective or restraining order within the jurisdiction or, if outside of the jurisdiction or to call on and assist local law enforcement in effecting an arrest for violating such an order.
- When the accused is a student and presents a continuing threat to the health and safety of the community, to have the accused subject to interim suspension pending the outcome of a conduct process. Both parties may request a prompt review of the need for and terms of an interim suspension.
- When the accused is not a student but is a member of the college community and presents a continuing threat to the health and safety of the community, to subject the accused to interim measures in accordance with the applicable collective bargaining agreements, employee handbooks and college policies and rules.

- When the accused is not a member of the college community, to have assistance from Public Safety, the Campus Associate Dean of Student Services or other college officials in obtaining a persona non grata letter, subject to legal requirements and college policy.
- To obtain reasonable and available interim measures and accommodations that effect a change in on campus academic, employment, transportation, or other applicable arrangements in order to ensure safety, prevent retaliation, and avoid an ongoing hostile environment. Parties may request a prompt review of the need for and terms of any interim measures and accommodations that directly affect them. While reporting individuals may request accommodations through any of the offices referenced in this policy, the following office can serve as a point to assist with these measures:
  - Campus Associate Dean of [Student Services](#)
    - Ammerman Campus/Sayville Center 631-451-4044
    - Michael J. Grant Campus 631-851-6521
    - Eastern Campus 631-548-2514

#### **IV- Student Conduct Process:**

- To request that student conduct charges be filed against the accused. Conduct proceedings are governed by the procedures set forth in the [College student handbook](#) (<http://www.sunysuffolk.edu/forms/Handbook.pdf>) as well as federal and New York State law, including the due process provisions of the United States and New York State Constitutions.
- Throughout conduct proceedings, the respondent and the reporting individual will have:
  - The same opportunity to be accompanied by an advisor of their choice. Participation of the advisor in any proceeding is governed by federal law and the Student Code of Conduct;
  - The right to a prompt response to any complaint and to have their complaint investigated and adjudicated in an impartial, timely and thorough manner by individuals who receive annual training in conducting investigations of sexual violence, the effects of trauma, impartiality, the rights of the respondent, including the right to a presumption that the respondent is “not in violation” until a finding of “in violation” is made, and other issues related to sexual assault, domestic violence, dating violence, and stalking.
  - The right to an investigation and process conducted in a manner that recognizes the legal and policy requirements of due process (including fairness, impartiality, and a meaningful opportunity to be heard) and is not conducted by individuals with a conflict of interest.
  - The right to receive advance written or electronic notice of the date, time and location of any meeting or hearing they are required to or are eligible to attend. Accused individuals will also be told the factual allegations concerning the violation, a reference to the specific code of conduct provisions alleged to have been violated, and possible sanctions.
  - The right to have a conduct process run concurrently with a criminal justice investigation and proceeding, except for temporary delays as requested by external municipal entities while law enforcement gathers evidence. Temporary delays should not last more than 10 days except when law enforcement specifically requests and justifies a longer delay.
  - The right to offer evidence during an investigation and to review available relevant evidence in the case file (or otherwise held by the college).
  - The right to present evidence and testimony at a hearing, where appropriate.
  - The right to a range of options for providing testimony via alternative arrangements, including telephone/videoconferencing or testifying with a room partition.
  - The right to exclude prior sexual history with persons other than the other party in the conduct process or their own mental health diagnosis or treatment from admittance in college disciplinary stage that determines responsibility. Past findings of domestic violence, dating violence, stalking, or sexual assault may be admissible in the disciplinary stage that determines sanction.

- The right to ask questions of the decision maker and via the decision maker indirectly request responses from other parties and any other witnesses present.
  - The right to make an impact statement during the point of the proceeding where the decision maker is deliberating on appropriate sanctions.
  - The right to simultaneous (among the parties) written or electronic notification of the outcome of a conduct proceeding, including the decision, any sanction and the rationale for the decision and any sanctions.
  - The right to written or electronic notice about the sanction(s) that may be imposed on the accused based upon the outcome of the conduct proceeding. For students found responsible for sexual assault, the available sanctions are suspension with additional requirements and expulsion/dismissal.
  - Access to at least one level of appeal of a determination before a panel, which may include one or more students, that is fair and impartial and does not include individuals with a conflict of interest.
  - The right to have access to a full and fair record of a student conduct hearing which shall be preserved and maintained for at least five years.
  - For questions, and additional information contact the Campus Associate Dean of [Student Services](#)
    - Ammerman Campus/Sayville Center      631-451-4044
    - Michael J. Grant Campus                      631-851-6521
    - Eastern Campus                                      631-548-2514
- The right to choose whether to disclose or discuss the outcome of a conduct hearing.
  - The right to have all information obtained during the course of the conduct or judicial process be protected from public release until the appeals panel makes a final determination unless otherwise required by law.

SUNY Link: [www.system.suny.edu/sexual-violence-prevention-workgroup/policies/response/](http://www.system.suny.edu/sexual-violence-prevention-workgroup/policies/response/)