

ANNUAL REPORT

EOCCC

EQUAL OPPORTUNITY COMPLIANCE COORDINATOR

2015 - 2016





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Welcome to the Equal Opportunity Compliance Coordinator’s Annual Report for the 2015-2016 academic year!

I’m often asked for information about how many reports or complaints are filed with my office, what types of reports or complaints are being filed, and for other information related to the reporting of incidents. I’m also frequently asked about the training that is being done to address harassment, discrimination, retaliation, and sexual misconduct at Lehigh.

I hope this report answers many of your questions about the work that is being done to address harassment, discrimination, retaliation, and sexual misconduct at Lehigh. Much of this work depends on the collaboration of numerous individuals across campus, as well as community partners, and the continued dedication of the Lehigh community to eliminating these types of behaviors from our campus. I am appreciative of the commitment of the Lehigh community to eradicating these behaviors and to those individuals and offices that I work so closely with to educate on, and respond to, incidents of harassment, discrimination, retaliation, and sexual misconduct.

I am always interested in new ideas or initiatives to help educate and encourage reporting about these types of behaviors. I’m also available to answer questions or to address concerns relating to these topics. Please don’t hesitate to contact me at 610-758-3535 or eocc@lehigh.edu.

Sincerely,

Karen A. Salvemini



ABOUT THE POSITION

The Equal Opportunity Compliance Coordinator (EOCC) oversees and coordinates the education and compliance efforts relating to equal opportunity and non-discrimination laws, including Title IX of the Education Amendments Act of 1972 (Title IX), and University policies. As such, the Equal Opportunity Compliance Coordinator also serves as the Title IX Coordinator, the Americans with Disabilities Act (ADA) Coordinator, the Section 504 of the Rehabilitation Act of 1973 (Section 504) Coordinator, and the Age Discrimination Act of 1975 Coordinator.



The Equal Opportunity Compliance Coordinator oversees the investigation of all reports and complaints of discrimination, harassment, retaliation, and sexual misconduct and the enforcement of University policies addressing these topics. The Equal Opportunity Compliance Coordinator also oversees the University’s response to bias incidents.

In collaboration with many offices across campus, the Equal Opportunity Compliance Coordinator trains and educates students, faculty, and staff through both online and in-person sessions on discrimination, harassment, retaliation, and sexual misconduct.

In addition to ensuring compliance with equal opportunity and non-discrimination laws, the Equal Opportunity Compliance Coordinator also works with other offices and various committees on campus to create and cultivate a more diverse and inclusive environment at Lehigh.

In January 2015, Lehigh University welcomed Karen A. Salvemini as Lehigh’s first Equal Opportunity Compliance Coordinator. Ms. Salvemini continues to serve in the role of Equal Opportunity Compliance Coordinator.

REPORTS AND COMPLAINTS

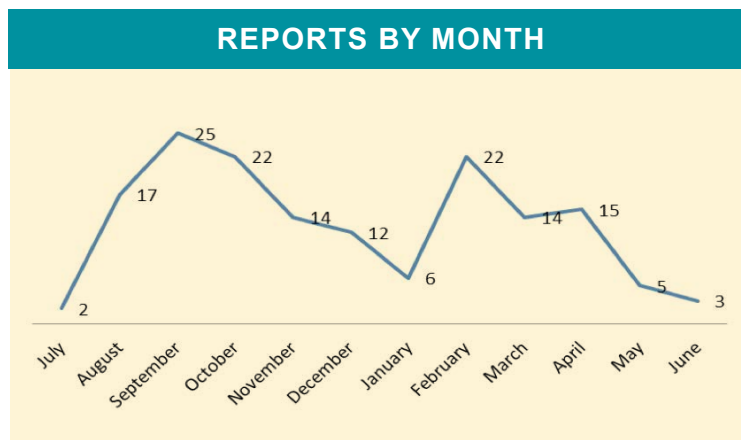
All reports and complaints to the Equal Opportunity Compliance Coordinator are documented and logged for tracking purposes. In the event that a report or complaint does not involve harassment, discrimination, retaliation, or sexual misconduct, as those terms are defined by the University’s Policy on Harassment and Non-Discrimination (see https://www.lehigh.edu/~policy/documents/Policy_on_Harassment.pdf), the matter is still logged as a report or complaint by the Equal Opportunity Compliance Coordinator, but is transferred to the appropriate University office for resolution.

Under University policy, and for purposes of this Annual Report, a report is defined as a formal oral or written account of an incident of harassment,

discrimination, or other prohibited conduct. A complaint is defined as an oral or written account of an incident of harassment, discrimination, or other prohibited conduct, which may be resolved formally or informally.

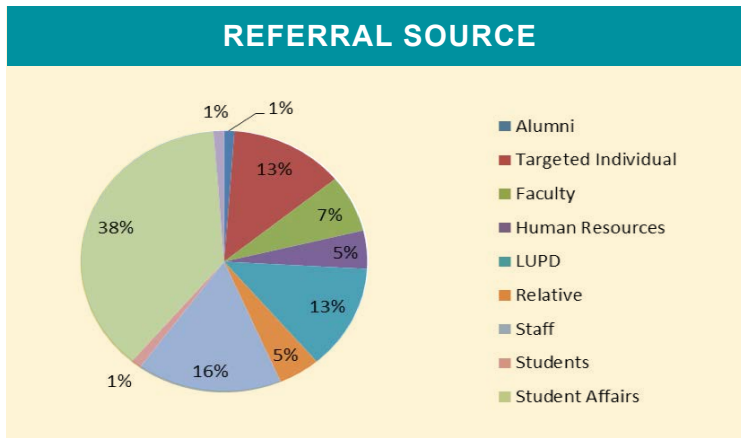
The information contained in this document is based on information received by the Equal Opportunity Compliance Coordinator throughout the 2015-2016 academic year. These numbers may vary from the numbers reported by other University departments based on differing definitions of reports, complaints, and other factors.

The graph below indicates the number of reports received by the Equal Opportunity Compliance Coordinator from July 1, 2015 through June 30, 2016.



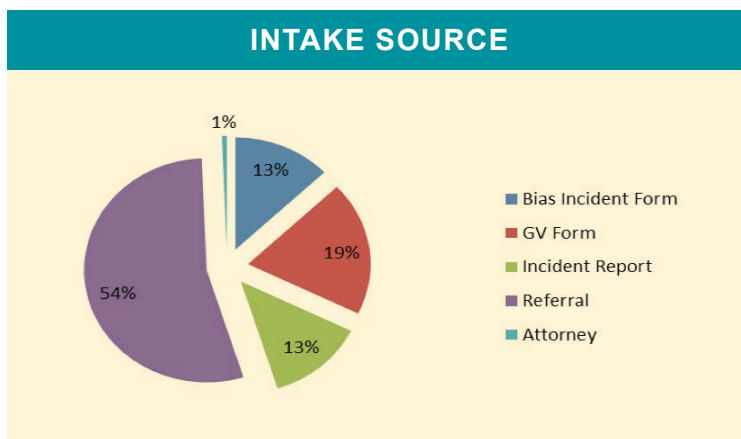
The Equal Opportunity Compliance Coordinator receives reports through a variety of methods. The vast majority of reports received during the 2015-2016 academic year consisted of referrals by members of the Lehigh community. Referrals include contact made by telephone, email, or

in-person statements. Referrals may be made by third party reporters or by the individual impacted directly by the behavior. For a breakdown of the individuals and departments referring matters to the Equal Opportunity Compliance Coordinator, see the “Referral Source” chart below.

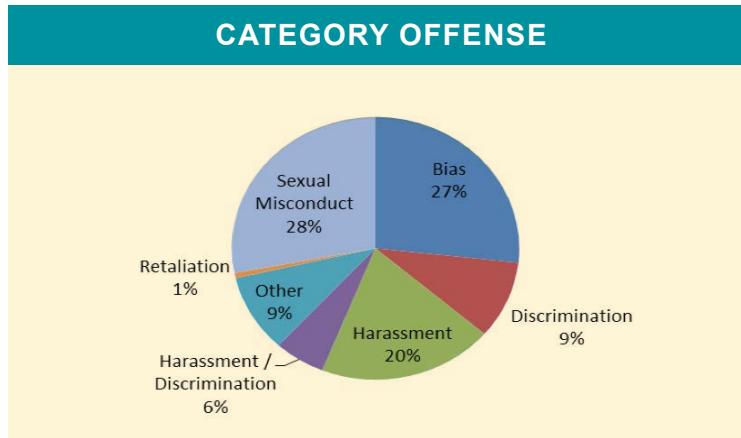


In addition to referrals, the submission of online reporting forms, including the discrimination, harassment, retaliation, or bias incident reporting form, the gender violence reporting form, and the general incident report, was another common

way in which reports were submitted to the Equal Opportunity Compliance Coordinator. For a breakdown of the ways in which reports were submitted to the Equal Opportunity Compliance Coordinator, see the “Intake Source” chart below.



The charts below contain more information about the types of reports received by the Equal Opportunity Compliance Coordinator during the 2015-2016 academic year. Reports of sexual misconduct, bias, and harassment comprised the majority of received reports.

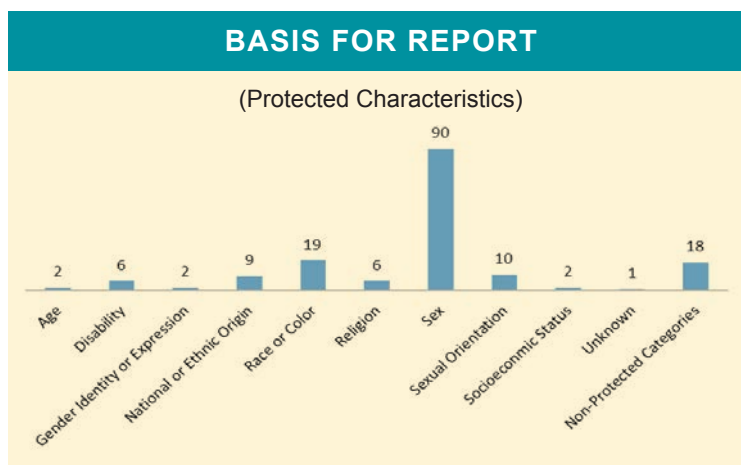


When reviewing the basis on which reports were filed with the Equal Opportunity Compliance Coordinator, it is clear that the majority of reports are based on sex as the protected characteristic implicated by the action. Because sexual misconduct is considered a form of harassment, this may explain, in part, why the number of reports received that implicated sex as the basis for the reported behavior is significantly higher than reports of behavior based on other protected characteristics

The Equal Opportunity Compliance Coordinator

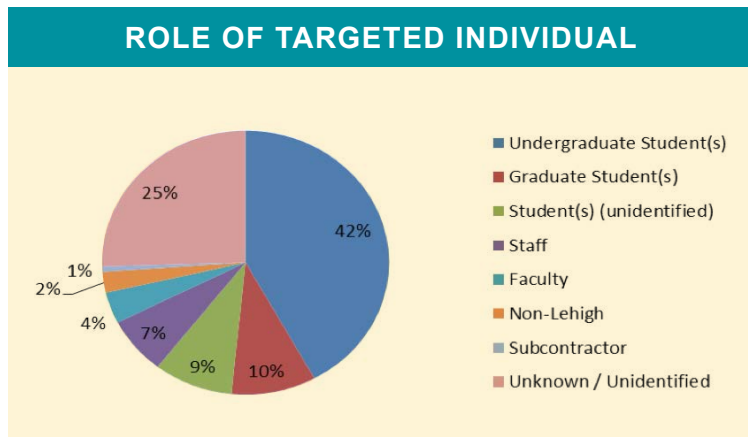
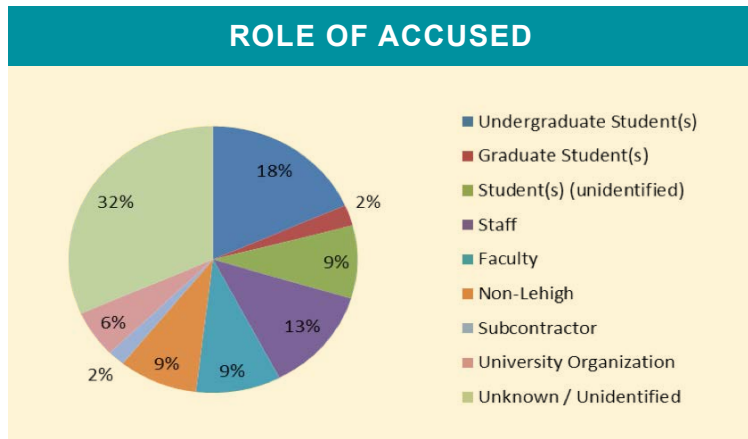
also occasionally receives reports that do not involve a protected characteristic and therefore do not preliminarily fit into the categories of harassment or discrimination. These reports have been identified on the chart below as “non-protected categories.” In addition, while socioeconomic status is not considered a protected characteristic under

applicable law or University policy, it has been identified by reporters and complainants as a basis for inappropriate behavior, and is therefore separately reflected in the chart to the left.¹

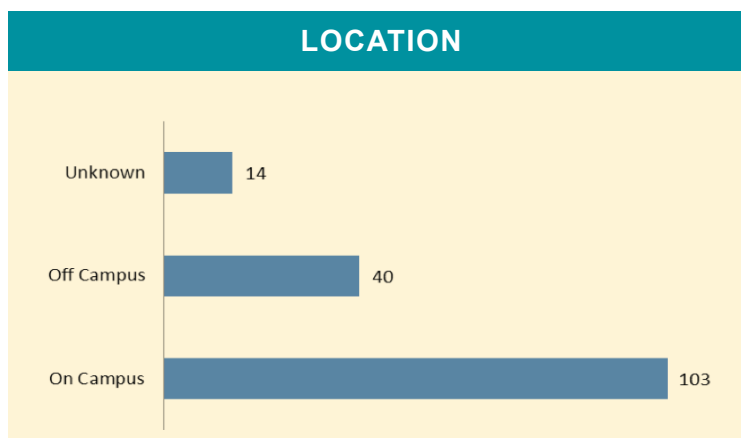


¹ While other non-protected characteristics are not included in the chart, because socioeconomic status is specifically referenced and discussed in the University’s Policy on Harassment and Non-Discrimination, it has been included in this chart.

Individuals who bring forward complaints and those who are accused of engaging in harassing, discriminatory, or retaliatory behavior include all constituencies at the University. The role of individuals accused of engaging in these types of behavior, identified as the accused, and the individuals identified in reports and complaints as the person(s) who have reported experiencing these behaviors, identified as the targeted individual(s), during the 2015-2016 academic year are identified in the following charts.



The vast majority of reported incidents during the 2015-2016 academic year occurred on University property, as opposed to off-campus locations.



University policy provides for the resolution of complaints through formal or informal resolution processes, depending on the circumstances of each case. Many of the cases that are reported to the Equal Opportunity Compliance Coordinator are not resolved through either the formal or informal resolution process based on the wishes of the targeted individual² or because insufficient information has been provided. The vast majority of cases that move forward to resolution are typically resolved through informal means, such as mediated conversations, targeted educational sessions and trainings, University no-contact orders, and similar methods.

The formal process involves the investigation of a complaint that has been prepared and filed with the Equal Opportunity Compliance Coordinator by the complainant. Under University policy, a complainant is defined as an individual who believes they have been subject to harassment, discrimination, or other prohibited conduct and who makes a report or files a complaint. A respondent is defined as an individual against whom a complaint is filed. More specifically, the respondent is the person or persons who have

been accused by a complainant of engaging in behavior that constitutes harassment, discrimination, or other prohibited conduct. Seven complaints out of the 157 reports and complaints received were resolved through formal resolution during the 2015-2016 academic year.

In addition, targeted educational efforts and other initiatives are implemented to address specific trends that are observed based on reported incidents. These trends may be based on various factors such as accused population, location of incidents, etc. Data is regularly reviewed by the Equal Opportunity Compliance Coordinator to determine shifts and changes in these trends.

Even if a targeted individual does not want to move forward with a University formal or informal process, or does not want to file a criminal report, the individual can still receive support from the University through interim or remedial measures. These are steps that can be put into place to support a person who has experienced discrimination, harassment, retaliation, or sexual misconduct.

² In limited circumstances, even if an individual does not wish to move forward with either a formal or informal process, the University may be obligated to move forward with its processes. For more information, please refer to the University's Policy on Harassment and Non-Discrimination, available at eocc.lehigh.edu.

Education of the Lehigh community on the topics of harassment, discrimination, retaliation, and sexual misconduct, and encouraging the reporting of these types of behaviors, continue as top priorities for the 2016-2017 academic year and beyond. With the adoption of the revised Policy on Harassment and Non-Discrimination in June 2015, the 2015-2016 academic year was focused on educating the Lehigh community about the changes to the Policy, including the scope of mandatory reporting, implementation of a civil rights model of investigating complaints, and the numerous support resources and interim measures that are available.

Education on these topics occurs through both in-person and online training, as well as through passive campaigns, brochures, posters, emails to the community, and other methods. During the 2015-2016 academic year, the primary focus of in-person training efforts was the student population. During orientation sessions, in collaboration with the Office of Gender Violence Education & Support, all first year students, transfer students, and graduate students were introduced to the University's definition of sexual harassment, including sexual assault, sexual exploitation, stalking, and intimate partner abuse, reporting options, resources, and University processes and procedures.

Gryphons and orientation leaders were also trained on these topics, including harassment and discrimination generally, prior to the commencement of the 2015-2016 academic year, and were informed of their reporting responsibilities as mandatory reporters under University policy. The Office of Gender Violence Education & Support, Office of Student Conduct & Community Expectations, and Equal Opportunity Compliance Coordinator presented on these same topics to all graduate assistants, teaching assistants, and research assistants.

Throughout the year, the Equal Opportunity Compliance Coordinator and the Director of the Office of Gender Violence Education & Support also conducted numerous training sessions for members of the University's fraternities and sororities, reaching 83% of those individuals affiliated with the University's Greek community. This training is part of a biannual training rotation and followed the training

of all varsity athletic teams during the 2014-2015 academic year.

In conjunction with the Office of the General Counsel, the Equal Opportunity Compliance Coordinator educated students participating in the Business 101 course on the laws relating to harassment and discrimination, as well as on the University's policies and procedures relating to these topics. The Equal Opportunity Compliance Coordinator also provided training on these topics to various other student groups, such as Break the Silence and the Peer Health Advisors.

During various orientation programs, new faculty and new academic department chairs were provided with information about the Policy on Harassment and Non-Discrimination, including their reporting responsibilities as mandatory reporters, where and how to report incidents of harassment, discrimination, retaliation, and sexual misconduct, and how to respond to disclosures of these types of incidents. This same information was also presented to new employees during quarterly Human Resources orientation sessions.

In addition, various staff members and departments received training on the Policy on Harassment and Non-Discrimination throughout the academic year. All exempt and non-exempt staff members in the Dean of Students Office were educated on the Policy. Training opportunities were offered to staff managers on the topics of harassment and discrimination, including mandatory reporting, reporting options, and available support resources. The Equal Opportunity Compliance Coordinator and the Director of the Office of Gender Violence Education & Support attended each college's faculty meeting during the spring 2016 semester to educate faculty members on their mandatory reporting obligations relating to the Policy on Harassment and Non-Discrimination.

Online training about harassment and discrimination was also offered and available for all students, faculty, and staff. All University employees and students were required to complete these online training programs. The trainings, utilizing learning modules created by United Educators, the University's insurance carrier, provided another opportunity to learn about these types of behaviors and how to prevent them from occurring.

OTHER COMMUNICATIONS

In addition to online and in-person trainings, additional methods have been utilized to communicate relevant information to the Lehigh community. In 2015, the Equal Opportunity Compliance Coordinator created a website containing information about the office, reporting, resources, and other related data. A website containing specific information on Title IX was also created. The websites are routinely reviewed and revised to ensure that they contain the most accurate information. See <https://eocc.lehigh.edu/> and <https://titleix.lehigh.edu/>.

In conjunction with the Office of Gender Violence Education & Support, pamphlets and posters containing information relating to reporting incidents of harassment, discrimination, retaliation, and sexual misconduct, support resources, confidential resources, and definitions of these types of behaviors have been developed for faculty, staff, and students. These pamphlets and posters are intended to summarize information from the Policy on Harassment and Non-Discrimination and the Student Code of Conduct, and are routinely reviewed and updated as appropriate.

REPORTING AND REPORTING OPTIONS

If an individual experiences or witnesses harassment, discrimination, or sexual misconduct and would like to make a report, there are several ways to do so.

One of the reporting options is to call the Lehigh University Police Department (LUPD) at 610-758-4200. LUPD is available 24/7, 365 days per year. LUPD is committed to providing a safe and secure environment on and around campus. If someone feels unsafe, or finds themselves in an emergency situation, the first call should always be to LUPD.

Specifically for students, another reporting option is to contact the Gender Violence Support Advocates at 610-758-4763. The Advocates are a network of dedicated staff members who are specially trained to work with survivors of gender violence and to provide survivors with initial support and referrals to additional resources. While the Advocates primarily focus on situations involving gender violence, if they are contacted with a report of harassment or discrimination, they will connect the individual with the appropriate offices. Similar to the police, the Advocates are also available 24/7, 365 days a year.

Another option is to contact the Equal Opportunity Compliance Coordinator and Title IX Coordinator. As mentioned earlier in this report, the Equal Opportunity Compliance Coordinator oversees the University's response to any reports of harassment, discrimination, and sexual misconduct that are received, including the processes available to respond to these types of incidents. The Equal Opportunity Compliance Coordinator also oversees connecting individuals with support resources and putting interim measures into place.

There are also two online reporting forms that can be completed and submitted to report an incident of harassment, discrimination, retaliation, or gender violence: the Discrimination, Harassment, Retaliation or Bias Incident Reporting form and the Gender Violence Reporting Form. When submitting either of these forms, notification is received by the University and LUPD simultaneously, triggering both a University response and a criminal response, if appropriate.

All staff, faculty, administrators, teaching assistants, graduate assistants, research assistants, gryphons and other University representatives must immediately report incidents of harassment or discrimination (including sexual misconduct) that are brought to their attention by students or that are reported to them or witnessed by them involving students. In addition, all supervisors must immediately report such incidents that are brought to their attention by any member of the University community.

If an individual does not want a report made to the Lehigh University Police Department or to the University, there are two confidential resources available on campus for students (Counseling & Psychological Services and the Chaplain's Office) and one confidential off campus resource for staff (Integrated Behavioral Health). These offices are not required to report the information shared with them to the police or to University officials. Contact information for these and other confidential resources is included at the end of this report.

RESOURCES



There are a number of on- and off-campus resources that are available to provide support to individuals who experience or witness incidents of harassment, discrimination, retaliation, or sexual misconduct.

CONFIDENTIAL RESOURCES

University members who wish to speak with someone about issues relating to harassment, discrimination, retaliation, or sexual misconduct confidentially and without initiating a report or investigation can contact one or more of the following resources:

LEHIGH (For Students):

- **Counseling & Psychological Services**
Johnson Hall, 4th Floor
610-758-3880
- **Chaplain's Office**
The Dialogue Center, 661 Taylor Street
610-758-3877

LEHIGH (For Faculty and Staff):

- **Integrated Behavioral Health (IBH)**
Employee Assistance Program
1-800-395-1616

COMMUNITY (For Faculty, Staff, and Students):

- **Crime Victims Council of the Lehigh Valley**
801 Hamilton Street, Suite 300
Allentown, PA 18101
610-437-6610
610-437-6611 (24 hour hotline)
- **Turning Point of the Lehigh Valley**
444 E. Susquehanna Street
Allentown, PA 18103
1-877-438-4957
TTY: 610-882-2465
610-437-3369 (24 hour hotline)

RESOURCES



NON-CONFIDENTIAL RESOURCES

Additional non-confidential resources, both on- and off-campus, are available to discuss issues relating to harassment, discrimination, retaliation, or sexual misconduct, including the following resources:

LEHIGH (For Students):

- **Lehigh University Police Department**
321 E. Packer Avenue
610-758-4200
- **Equal Opportunity Compliance Coordinator / Title IX Coordinator**
Alumni Memorial Building
610-758-3535
eocc@lehigh.edu
- **Office of Gender Violence Education & Support**
University Center, c109
610-758-1303
ingves@lehigh.edu
- **Advocates**
610-758-4763
- **Women's Center**
University Center, c209/210
610-758-6484
inwnc@lehigh.edu
- **Office of Multicultural Affairs**
University Center, c203
610-758-5973
inmca@lehigh.edu
- **The Pride Center**
University Center, c212
610-758-4126
rainbowroom@lehigh.edu
- **Dean of Students Office**
Williams Hall, Suite 380
610-758-4156
indost@lehigh.edu
- **Office of Student Conduct & Community Expectations**
Williams Hall, Suite 320
610-758-4632
cjm9@lehigh.edu
hat214@lehigh.edu
- **Office of Academic Support**
Williams Hall, Suite 390
610-758-4159
- **Health and Wellness Center**
Johnson Hall, 3rd Floor
610-758-3870
inluhc@lehigh.edu

RESOURCES



LEHIGH (For Faculty and Staff)

- **Lehigh University Police Department**
321 E. Packer Avenue
610-758-4200
- **Equal Opportunity Compliance Coordinator / Title IX Coordinator**
Alumni Memorial Building
610-758-3535
eocc@lehigh.edu
- **Human Resources**
Judy Zavalydriga
610-758-3897
jaz308@lehigh.edu
- **Ombuds Office**

Robert Thornton	Susan Szczepanski
610-758-3460	610-758-3727
rjt1@lehigh.edu	ss08@lehigh.edu

STATE

- **Pennsylvania Coalition Against Rape**
1-888-772-7227
Pennsylvania Coalition Against Domestic Violence
1-800-932-4632
TTY: 1-800-553-2508

NATIONAL

- **National Sexual Violence Resource Center**
1-877-739-3895
TTY: 1-717-909-0715
- **National Resource Center on Domestic Violence**
1-800-799-7233
TTY: 1-800-787-3224
- **Rape, Abuse, and Incest National Network**
1-888-656-HOPE

COMMUNITY

- **Bethlehem Police Department**
610-865-7187 (non-emergencies)
From University Phone: 9-911 (emergencies)
From Non-University Phone: 911 (emergencies)
- **Lehigh Valley Hospital - Muhlenberg**
2545 Schoenersville Road
Bethlehem, PA 18017
484-884-2200 (General)
484-884-2521 (Emergency Department)
- **St. Luke's University Hospital - Bethlehem**
810 Ostrum Street
Bethlehem, PA 18015
484-526-4000

Any questions about this Annual Report should be directed to Karen Salvemini, Equal Opportunity Compliance Coordinator, by email at kas515@lehigh.edu or by phone at 610-758-3535.

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LEHIGH
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