

# Know Your Title IX at ArtCenter

## Title IX

Title IX is a federal civil rights law that prohibits discrimination on the basis of sex in educational programs and activities. Sexual misconduct is a general term used to encompass sexual harassment, sexual violence, sexual exploitation, intimate partner violence, and stalking. These types of behavior are prohibited under ArtCenter's Title IX Policy, Student Handbook, and Employee Handbook, and may also violate California and federal law. Title IX, the Violence Against Women Act, and the Clery Act mandate how colleges respond to reports of this misconduct.

## ArtCenter's Title IX Policy

ArtCenter College of Design is committed to creating an educational and working environment that is conducive to learning and creativity and is supportive of students and employees. Part of this commitment is fostering an inclusive campus free of sexual misconduct for students, employees, guests, and visitors. ArtCenter's Title IX Policy outlines behaviors that are unacceptable for both students and employees. This policy applies to behavior on and off campus if the behavior adversely affects the ArtCenter community or may contribute to a hostile learning or work environment. Behaviors defined in and prohibited by the ArtCenter Title IX Policy include:

- Sexual Harassment
- Sex/Gender-Based Discrimination
- Non-Consensual Sexual Contact
- Non-Consensual Sexual Intercourse
- Sexual Exploitation
- Stalking
- Intimate Partner Violence (Dating/Domestic Violence)
- Retaliation
- Engaging in Sexual Activity with a Minor

The College's goal is to foster a community where these behaviors are unacceptable, those impacted are supported, and those involved in a process find it to be prompt, fair, and impartial. It is also expected that those participating in reporting and investigations do not provide false statements. For the full policy and procedure, please visit

[www.artcenter.edu/title-ix](http://www.artcenter.edu/title-ix)

## Supportive Measures

ArtCenter can provide support on a temporary or ongoing basis to students who may have been impacted by sexual misconduct and/or a sexual misconduct investigation. Interim and supportive measures are available before, during, after, or separate from an investigation. These measures for students can include:

- Academic support or adjustments
- Health and safety measures, possibly in consultation with Campus Security
- Mental health counseling and off-campus resources
- Employment scheduling adjustments
- No Contact Orders
- Other measures as appropriate and available to prevent harm until a resolution is reached

Students may request supportive measures from the Title IX Coordinator, regardless of whether they wish to share full details of an alleged incident. All supportive measures and referrals to resources are confidential to the extent that maintaining confidentiality does not impair ArtCenter's ability to provide such resources.

## Confidential Resources

If you want support but want a matter to be kept confidential, you are encouraged to speak with the licensed counselors in Counseling Services in the Center for Student Experience. These counselors as the only ArtCenter employees not required to report sexual misconduct to the Title IX Coordinator unless there is a serious threat to someone's life. Contact:

ArtCenter Student Counseling Services  
CSE, Hillside – Room 200B  
626-396-2323  
mhcounseling@artcenter.edu  
Walk-in and remote appointments available as needed

To access off-campus confidential support services, advocacy, or referrals, contact:  
Peace Over Violence  
892 N. Fair Oaks Ave  
Pasadena, CA 91103  
www.peaceoverviolence.org  
Emergency Hotline: 626-793-3385

## Making a Report

Students are encouraged to report alleged sexual misconduct to ArtCenter. All employees except counselors are required to report such allegations.

### Make a report to the Title IX Coordinator:

Brittany Raygoza, Director, Title IX Compliance and Programs  
Brittany.Raygoza@artcenter.edu  
[www.artcenter.edu/title-ix](http://www.artcenter.edu/title-ix)

### For safety or security matters:

You can contact ArtCenter's Campus Security to make a report and receive emergency assistance at 626-396-2211 or at the reception desk in every building.

## Law Enforcement

You are also encouraged to file a report with police, such as the Pasadena Police Department:

207 Garfield Avenue  
Pasadena, CA 91101  
General Contact Number: 626-744-4501  
Non-Emergency Response: 626-744-4241  
Emergency: 911

## Hospitals and Medical Assistance

Individuals interested in seeking a forensic exam (also known as a "rape kit") may do so 24/7, 365 days a year at San Gabriel Valley Medical Center, located at 438 West Las Tunas Drive, San Gabriel, CA 91776. Please contact the Sexual Assault Forensic Nurse before arriving at 877-209-3049. Note that other local hospitals and urgent care facilities do not offer forensic exams.

## Office of Civil Rights

Individuals may also file a formal complaint with: Office for Civil Rights, U.S. Department of Education  
50 United Nations Plaza, Mail Box 1200, Rm. 1545  
San Francisco, CA 94102  
Phone: (415) 486-5555 | Fax: (415) 486-5570  
TDY: (800) 877-8339 | ocr.sanfrancisco@ed.gov  
<http://www.ed.gov/ocr>

## Mandated Reporting

With the exception of counselors working in Counseling Services, all ArtCenter employees (including student employees) must immediately inform the Title IX Coordinator of all information regarding an allegation of sexual misconduct, including names of those involved. You may request that the Title IX Coordinator provide you with resources without initiating a formal process

## Anonymity

If a person reporting an alleged incident requests anonymity or asks that the College not to pursue an investigation, the Title IX Coordinator will balance this request with ArtCenter's obligation to provide a safe and non-discriminatory environment for all ArtCenter community members. ArtCenter takes all requests for anonymity and non-investigation seriously, but neither can be guaranteed.

## Privacy

ArtCenter is committed to protecting the privacy of all involved in a report or in an investigation. This means that ArtCenter limits the individuals who are aware of or have access to information related to an allegation, informal or formal process, or supportive measures. Only those who have a legitimate "need to know" to fulfill their duties at the College have this information.

## Retaliation

ArtCenter is committed to protecting the privacy of all involved in a report or in an investigation. This means that ArtCenter limits the individuals who are aware of or have access to information related to an allegation, informal or formal process, or supportive measures. Only those who have a legitimate "need to know" to fulfill their duties at the College have this information.

## Amnesty

To encourage students to report possible violations of its Title IX policy, ArtCenter offers reporting parties and witnesses amnesty for minor conduct violations occurring at or near the time of the alleged incident, such as the use of alcohol or drugs, unless the violation is egregious. Egregious violations may include academic dishonesty, financial misconduct, or conduct that places someone's safety at risk.

## Process and Outcomes

ArtCenter offers informal and formal processes to address allegations of sexual misconduct. The Title IX Coordinator determines which process to use. Mediation, education, or other informal processes may be applicable for less serious concerns, and the Title IX Coordinator works with involved parties to find a mutually agreeable solution to stop unwanted behavior, remedy its effects, and prevent its recurrence. When requested and/or appropriate to conduct a formal process, the Title IX Coordinator appoints an investigator to collect relevant information from all involved parties. Any individual involved in this process is encouraged to save material that may be helpful for the investigator. A designated decision-maker determines whether it is more likely than not that a policy violation occurred. If a policy was violated, sanctions are assigned. Depending on the circumstances, sanctions can include educational interventions, status changes or restrictions, or suspension or expulsion.

## Your Rights

Your rights are outlined in the Title IX Policy. Below is a brief summary of what you are afforded at ArtCenter:

- You have the right to report to law enforcement and receive assistance from campus personnel in doing so. You may also decline to report to police.
- You have the right to report allegations to ArtCenter and have them resolved with College procedures.
- You have the right to have an advisor of your choice present throughout all resolution proceedings.
- You have the right to amnesty and privacy.
- You have the right to be free from retaliation.
- You have the right to be notified of campus counseling and off-campus resource options.
- You have the right to receive the information and assistance needed to effectively participate in all ArtCenter sexual misconduct proceedings.
- You have the right to seek No Contact Orders (from ArtCenter to end communication between involved parties), restraining orders (from a court to reduce proximity between involved parties), or similar lawful orders issued by criminal or civil courts, and you may seek help from Campus Security in requesting and/or enforcing such orders.

## Defining Consent

Consent is an informed, affirmative, conscious, voluntary, and mutual agreement by all participants to engage in sexual activity, communicated through mutually understandable words and/or actions. Affirmative consent must be present throughout sexual activity and may be modified or revoked at any time. Consent must be freely given without coercion, force, threats, or intimidation. Consent cannot be inferred from silence, the absence of a "no," or a lack of resistance. Consent cannot be obtained from someone who is asleep, unconscious, or incapacitated. Incapacitation means that, perhaps due to consumption of alcohol or other drugs, a person cannot understand the fact, nature, or extent of a sexual interaction to make informed choices.

## Safety & Respect

ArtCenter strives to foster a community in which we all respect each other and do not infringe on each others' rights. Here are some ways to enhance your safety and reduce the risk of being accused of sexual misconduct:

- Set personal boundaries, and state them early and often. Ask potential partners to do the same.
- Show your partner(s) respect if you are initiating a sexual behavior, asking before engaging if you have their affirmative consent.
- Avoid ambiguity and assumptions. Unclear or mixed messages do not indicate affirmative consent.
- Recognize that the existence of a dating or social relationship or consent for past sexual activity does not indicate consent for future sexual activity.
- If you think someone appears to be in an unsafe place or in an unhealthy relationship, connect with them, their friends, or the College to help them get to safety and access resources.
- Know that if you or your partner are incapacitated by alcohol or drugs, consent is not possible.
- Trust your instincts. If you feel like someone is trying to intoxicate, isolate, or otherwise target someone else, intervene safely or call for help.
- Be careful with intimate or private information you share in electronic or online communications.
- Recognize that each of us can take action to safely disrupt a potentially dangerous situation.