

**RESPONSE TO RAPE AND SEXUAL ASSAULT PROCEDURES**

BOARD REVIEW: JULY 14, 1992

REVISED: NOVEMBER 14, 1995

REVIEWED: APRIL 10, 2001

REVIEWED: MARCH 10, 2009

---

**1. Definitions**

- a. Sexual assault includes, but is not limited to, rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, threat of sexual assault and related conduct that threatens the health and safety of another person.
- b. For the purposes of this procedure, victim refers to any student, employee and/or visitor who experiences sexual assault as defined above on District owned or maintained property and/or while participating in District sponsored or supervised activities.

**2. Reporting**

- a. District personnel shall make every effort to ensure that victims of sexual assault feel safe enough to report this crime. Throughout the notification process and subsequent investigation, confidentiality and consideration for issues such as the nature of the relationship between the victim and assailant, social biases re: victims of sexual assault and the possibility of the victim having continued contact with the assailant will be given high priority. In that interest, the victim has the right to be accompanied by a person of his/her choice at all proceedings related to the sexual assault.
- b. If the victim of a sexual assault is a minor (under 18 years of age), an elder or a dependent adult, state law mandates that any employee of the District immediately report this crime to the District Police Department. The duty to report rests with the individual who learns of the sexual assault and must be met by notifying District Police immediately and calling Child Protective Services (CPS) or Adult Protective Services (APS) upon learning of a previously unreported assault.
- c. A victim who is not a minor, elder or dependent adult may choose not to report a sexual assault. However, any such victim should be encouraged to notify District Police or Health Services as soon as possible and should be referred to one of the community's advocacy agencies, i.e. United Against Sexual Assault.

**3. Legal Reporting:**

The following legal reporting requirements are the responsibility of the District Chief of Police.

- a. In accord with the Campus Crime Awareness and Security Act of 1990, the District, on an annual basis, shall make statistics concerning specific types of crime, including sexual assault, available to students and employees.
- b. In cases of violent crimes with potential threat to other students and employees, the District shall make timely reports, respecting the confidentiality of the victim, in order to aid in the prevention of similar occurrences.

**4. District Services**

- a. Emergency intervention, including assessment, personal safety assistance, transportation for medical treatment and referral to appropriate community agencies, shall be provided by District Police. If the victim does not choose to report the crime to the police department, Health Services/Student Psychological Services shall provide the emergency intervention.
- b. Explanation of options and alternatives available to the victim shall be coordinated by the police department and the District Compliance Office and include but are not limited to: filing a police report, filing a sexual harassment complaint, filing a civil suit, availability of mediation, housing alternatives, withdrawal without penalty, disciplinary options available through the Student Conduct Code and academic assistance alternatives.

5. Case Management
  - a. Upon request, the victim shall be kept informed of the status and disposition of any District disciplinary proceedings in connection with the assault by the District Compliance Office in consultation with the appropriate administrator(s).
  - b. District Police shall keep the victim informed of the status of the criminal investigation, if any, and will provide liaison with the District Attorney's office as necessary.
  - c. Health Services, including Student Psychological Services, will, upon request, assist student victims in dealing with the emotional and physical difficulties that may arise in response to the sexual assault and its impact.
6. Confidentiality and Requests for Information
  - a. The identity of a victim of sexual assault shall remain confidential unless otherwise prescribed by law.
  - b. Requests for information from the press and others concerned will be handled by the Public Relations Office in consultation with the District's Compliance Office and in accordance with the Family Educational Rights and Privacy Act, applicable California Education and Administrative Code sections and District policy.
7. Dissemination of Procedure

The identity of a victim of sexual assault shall remain confidential unless otherwise prescribed by law.

**Rape and Sexual Assault Response Procedures  
for  
Sonoma County Junior College District Employees**

Upon learning of a rape or sexual assault, it is important to support and protect the victim while following District procedures. In accordance with the Federal Crime Reporting Act, in all cases where the employee has "significant responsibility dealing with student and campus activities," that employee shall maintain and report statistics on sexual assaults where the victim does not want to report the crime, to the police department. (For questions, contact District Police Administration).

**IF THE VICTIM WISHES TO REPORT A SEXUAL ASSAULT:**

Immediately contact the District Police Department.

**VICTIM IS NOT A MINOR, ELDER, OR DEPENDENT ADULT AND DOES NOT WISH TO REPORT:**

Encourage victim to contact Health Services, Student Psychological Services, or District Police Department to obtain referral and support services. If possible, escort victim to departments listed.

**VICTIM IS A MINOR, ELDER OR DEPENDENT ADULT AND DOES NOT WISH TO REPORT:**

Report immediately to District Police and Child Protective Services or Adult Protective Services.