

QUINCY COLLEGE
OCR COMPLAINT No. 01-12-2048
AGREEMENT

The following sets forth the obligations undertaken by Quincy College to resolve the above-referenced complaint filed with the U.S. Department of Education's Office for Civil Rights (OCR) under Title IX of the Education Amendments of 1972 (Title IX).

I. Compliance Actions

- A. The College will designate one or more College-wide Title IX Coordinator(s) (Coordinator(s)) to ensure compliance with Title IX. The College will widely publish the name and contact information of the Title IX Coordinator(s) in print and on-line. The Coordinator's responsibilities will include the following:
1. Communicating to students, parents, and staff the College's responsibilities under Title IX and providing information to individuals regarding their Title IX rights, the College's grievance processes, the availability of interim measures during an investigation of a grievance;
 2. Responding to any and all complaints/reports or incidents of sex discrimination following the approved grievance procedure;
 3. Tracking complaints/reports for trends and repeat perpetrators; and
 4. Conducting periodic assessments (at least annually) of campus climate with regard to sexual harassment and violence. The Coordinators will seek input from students, staff, as well as a wide variety of other sources, through surveys, interviews, and focus groups. The Coordinator will also assess the resources on campus available to victims and will incorporate feedback provided by those who have gone through the grievance process. The College will consider such assessments in identifying future actions to ensure that it maintains an environment that is safe and supportive to all students and in compliance with Title IX.
- B. The College will revise and submit for OCR's approval Title IX grievance procedures for complaints of sex-based discrimination. Once approved by OCR, the College will provide broad notice to the community. The procedures will include, at a minimum, the following:
1. Applicability of the process to student and third party complainants;
 2. If informal process(es) are available, the option for complainants to bypass an informal process for a formal process at any point, per the complainants' discretion.
 3. No complainant will be required to have direct interaction with an alleged perpetrator in any informal resolution or mediation involving a complaint of sexual assault;
 4. Designated timeframes for major stages of the process;

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5. Adequate, prompt and impartial investigations of allegations of sexual harassment and violence including:
 - a. Not unnecessarily delaying the College's investigation of possible sexual violence under Title IX until related criminal processes are concluded; and
 - b. The opportunity for both parties to present witnesses and other evidence.
 6. Use of the preponderance of evidence standard in determining whether sexual harassment or violence occurred;
 7. Availability of interim steps to protect the parties during the College's investigation of possible sexual harassment or violence. Such interim steps should not disproportionately impact the complainant(s).
 8. Assurances that the College will take steps to stop any sexual harassment or violence if found, prevent its recurrence and remedy its effects on those impacted;
 9. Assurances that retaliation is prohibited and that retaliation will be handled promptly and equitably if it occurs;
 10. Notice in writing to the relevant parties regarding the outcome of the process including whether sexual harassment or violence was found and a description of the College's response; and
 11. Equitable rights to both parties to appeal, if applicable.
- C. The College will provide training to the Title IX Coordinator and those designated to conduct investigations in response to reports or complaints of sexual harassment or violence on: the College's obligations under Title IX; its regulations regarding sexual harassment/violence; relevant resources available on and off campus; the College's grievance procedure, including accepting, processing and investigating complaints of sexual harassment or violence; interacting with victims of sexual harassment or violence; gathering relevant evidence and assessing it in the Title IX context; the importance of confidentiality, fair process, impartiality, and applicable legal standards; and safety considerations when determining interim measures and disciplinary sanctions.
- D. The College will provide all staff with training on: interacting with victims of sexual harassment or violence; the College Policies regarding sexual harassment or violence; resources on campus; the College's grievance procedures; reporting requirements; and other topics it deems relevant to address sexual harassment and violence.

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- E. The College will develop and provide to OCR for its review and approval, an intake checklist for staff and the Coordinator to use when a student reports an incident of sexual harassment or violence.
- F. The College will develop a pamphlet and website dedicated to outlining the College's responsibilities under Title IX and explaining the College's grievance procedure, remedies available to victims, and resources available on and off campus for victims. The pamphlet and hyperlink will be provided to any student reporting sexual harassment or violence and will be distributed to the College community at the beginning of each school year.
- G. In an effort to raise awareness on campus of issues of sexual violence, the College will provide an orientation and ongoing educational forums/events on these topics such as holding a "Take Back the Night" awareness event each year.
- H. The College has offered to meet with the Student and family to discuss the Spring 2011 incident, the effect that it had on the Student, and what options exist for the Student to complete her degree requirements.

II. Reporting

- A. By December 31, 2013, the College will provide OCR with documentation that it has designated a Title IX Coordinator and published the name online and in print; submit for OCR's approval revised Title IX grievance procedures, intake checklist, pamphlet and hyperlink to website; and provide documentation that it has completed provisions A-C of the Student-specific actions.
- B. Two weeks prior to completing the training in Provision C and D of the College-Wide actions, the College will provide OCR with the name and qualifications of the trainer, and copies of the training materials.
- C. By June 30, 2014, the College will provide OCR with documentation that it is implementing its grievance procedure, the Title IX coordinators are fulfilling their responsibilities, and the College is making efforts to increase awareness around these issues on campus, including:
 - 1. documentation of reports and complaints and the College's response to complaints of sexual harassment and violence,
 - 2. documentation of efforts to track complaints/reports of trends and repeat perpetrators;
 - 3. documentation of efforts to assess the schools' climate with respect to the sexual harassment; and

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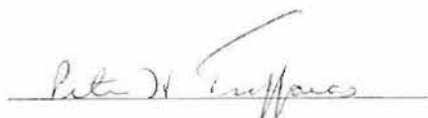
4. documentation of orientation programs and other ongoing annual events related to sexual harassment and violence.

- D. By June 30, 2014, the College will provide OCR with documentation that it has offered reasonable opportunities to meet with the Student to discuss the issues raised in Section I(H). If, after multiple attempts, such a meeting has not occurred, the College will explain in writing the reasons why the meeting has not occurred and any future efforts to satisfy this portion of the Agreement.
- E. The College understands that OCR will not close the monitoring of this agreement until OCR determines that the College has fulfilled its terms and is in compliance with the regulations implementing Title IX which were at issue in this case.

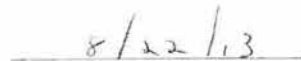
The College understands that by signing this agreement, it agrees to provide data and other information in a timely manner in accordance with the reporting requirements of this agreement. Further, the College understands that during the monitoring of this agreement, if necessary, OCR may visit the College, interview staff and students, and request such additional reports or data as are necessary for OCR to determine whether the College has fulfilled the terms of this agreement and is in compliance with 34 C.F.R. Sections 106.8(a) and (b), and 106.31(a) and (b), which were at issue in this complaint.

The College understands and acknowledges that OCR may initiate administrative enforcement or judicial proceedings to enforce the specific terms and obligations of this Agreement. Before initiating administrative enforcement (34 C.F.R. Sections 100.9, 100.10), or judicial proceedings to enforce this Agreement, OCR shall give the College written notice of the alleged breach and a minimum of sixty (60) calendar days to cure the alleged breach.

For the College:



President



Date