

Wherever you are...

we're here for you

TITLE IX | ADA | DIVERSITY, EQUITY & INCLUSION

*the
mission
continues*

STEPHENS
COLLEGE

CARES Act Higher Education Relief Fund

Stephens College is committed to providing support to students in need, especially during the COVID-19 pandemic. The most immediate source of aid is federal funding through the Coronavirus Aid, Relief and Economic Security (CARES) Act. Stephens has already distributed approximately \$167,000 in direct grants to all eligible students; that included undergraduate students who attended classes on campus (excluding fully online Health Information Administration students), as well as graduate students in the Master of Education in Counseling and Master of Physician Assistant Studies programs enrolled during the Spring 2020 semester. The funds were mailed last week.

Stephens will distribute the remaining CARES Act funds by establishing a **Student Emergency Assistance Fund** that will respond to continuing financial challenges directly resulting from COVID-19. To learn more about eligibility requirements and the application process, please visit www.stephens.edu/caresact. The application process opens July 15, 2020, and requests will be processed on a first-come, first-served basis until all the funds are disbursed.

Special Assistant to the President and Title IX Coordinator [Shannon Walls](#) and Assistant Director of Financial Aid [Jason Enright](#) are available to answer questions about the CARES Act and the Stephens College Student Emergency Assistance Fund.

The Three Rs of Equity – RIGHTS, RESPONSIBILITIES and REPORTING

In this edition of the Equity Offices Newsletter, we want to address the basics.

Each of our offices are charged to protect and promote individual and communal rights and responsibilities and to provide easily accessible reporting, and today we want to remind you about the Three Rs of Equity for each office.

Title IX – Coordinator Shannon Walls '93

- [Your Rights](#)

- Title IX prohibits sexual discrimination in educational institutions that receive federal funding (including Stephens). While Title IX is a very short statute, Supreme Court decisions and guidance from the U.S. Department of Education have given it a broad scope covering sexual harassment and sexual violence. Under Title IX, schools are legally required to respond and remedy hostile educational environments.
 - Know Your Rights:
 - Title IX requires schools to inform you about its policies against sexual discrimination such as sexual harassment and violence.
 - Our policies apply to all students and employees – no matter your sex, gender, gender identity or sexual orientation.
 - Title IX extends beyond the classroom — you are protected in other places like extracurricular activities, clinical work, student organizations, etc.
 - Title IX requires that schools support students and employees who report sexual harassment and violence and provide a prompt response to remedy its effects and prevent its recurrence.
 - Title IX requires school officials to take immediate action to protect you when you report sexual harassment or violence; to prevent it from continuing; and to ensure no bullying or retaliation happens after you report.
 - You have the right to be safe in school and at work with equal access to opportunity in a protected environment — it's important to know your rights and know Title IX!

- **Your Responsibilities**

- Follow Stephens Policies which prohibit sexual harassment (including verbal, written, visual or physical contact, quid pro quo and hostile environment); sexual assault, sexual exploitation, intimate partner violence, stalking, sex- and gender-based discrimination, and retaliation for reporting or participating in a protected activity.
- Treat Others with Respect.
- Get Consent! Consent is clear, knowing and voluntary. It is active and can be given with words or actions. Consent can be withdrawn at any time.
- Bystander intervention – Stephens encourages all community members to take reasonable and prudent actions to prevent or stop an act of sex- and gender-based discrimination or harassment. Taking action may include direct intervention, calling law enforcement, or seeking assistance from a person in authority. The College will support its community members who choose to intervene in this fashion.
- Reporting – Stephens encourages all community members to report acts of sex- and gender-based discrimination or harassment.

- Mandatory Reporting – All employees, with the exception of counselors in the Counseling Center, are Mandatory Reporters of all incidents that you believe may constitute sex- or gender-based discrimination or harassment that impacts students and fellow employees. The purpose for sharing this information with the Title IX office is to ensure that affected parties receive information about their rights and available resources and that the College is able to respond effectively to offer support and remedies.
- **How to Report**
 - If there is an immediate threat of danger, call 911 immediately.
 - Safety & Security can also be contacted at (573) 876-7299 for immediate safety concerns.
 - If you would like to make a formal or informal report to Stephens College, call Shannon Walls in the Title IX office at (573) 876-7250 or Ext. 4250, or email titleix@stephens.edu, or make a report online at www.stephens.edu/titleix.
 - Reports can be made by Claimants, Mandatory Reporters or Witnesses/Third-Party Reporters.
 - Speak to any member of the faculty, staff or Residence Life staff
 - ALL employees (with the exception of counselors in the Counseling Center) are considered Mandatory Reporters and what you tell them will be reported to the Title IX office. Shannon will follow up with you or the person being reported about to offer resources, remedies and resolutions. All decisions about proceeding are in the Claimant’s control.
 - If you wish to speak to someone without making a formal report to Stephens, you have a few options for confidential reporting:
 - You may contact the Counseling Center on campus at (573) 876-7157 during business hours or call our 24/7-crisis hotline at (800) 395-2132.
 - True North of Columbia and RAINN also have 24/7 hotlines to support survivors of sexual assault and domestic violence.
 - True North of Columbia: (573) 875-1370 or www.truenorthofcolumbia.org
 - RAINN: (800) 656-HOPE or www.rainn.org (They also offer online chat.)

ADA/Section 504 – Coordinator Sady Mayer Strand

- **Your Rights:**
 - According to ada.gov, the Americans with Disabilities Act (ADA) “prohibits discrimination on the basis of disability in employment, state and local government, public accommodations, commercial facilities, transportation and telecommunications.”
 - You are protected under the ADA if you are “a person who has physical or mental” disability “which substantially limits one or more major life activities,

a person who has a history or record of such [disability], or a person who is perceived as having such [a disability] (ada.gov).

- Stephens College is committed to granting reasonable accommodations to its rules, policies, practices, or services when such accommodations may be necessary to afford persons with disabilities an equal opportunity to access resources, services, and facilities. If you identify as having a disability and wish to request an academic, campus, and/or workplace accommodation, please email adacoordinator@stephens.edu and/or submit the [Request for Services and Accommodations form](#) to the ADA/Section 504 Coordinator.
- **Your Responsibilities:**
 - Know that disability is diverse ability. It is every person's responsibility to educate themselves about diverse abilities, disability rights, and accessibility.
 - It is every person's responsibility to work toward greater equity and accessibility for persons who identify as having a disability.
 - An educational resource for a start regarding higher education and disability access is the [University of Washington's DO-IT site \(Disabilities, Opportunities, Internetworking, and Technology\)](#). This site includes education and resources for employers, educators, and students.
- **How to Report:**
 - If you feel you have been discriminated against at Stephens College due to a disability, please contact the ADA/Section 504 Coordinator at adacoordinator@stephens.edu and/or submit a [Stephens College ADA Grievance form](#) to the ADA/Section 504 Coordinator. For more information, please see the [ADA/Section 504 grievance procedure](#). The ADA/Section 504 Coordinator is committed to guiding complainants through the process of submitting an informal complaint or formal grievance.

✦ Diversity, Equity and Inclusion – Director Shaashawn Dial '98

- **Your Rights:**
 - YOU, students, faculty, staff, vendors, contractors, and guests have the right to a safe and respectful learning, living, and working environment that is free from harassment, discrimination, abuse, intimidation and/or violence.
 - No enrolled student or employee shall be discriminated against or harassed on the basis of age, color, disability, gender expression and identity, genetic information, national origin, race, religion, sex, sexual orientation, or veteran status and all other classifications protected by law in the administration of educational and employment policies, scholarship and loan programs, and all other programs administered by the College; or in its employment practices. Consistent with college policy, and as allowed by law, the same principles apply to admissions policies and practices concerning women applicants to the residential undergraduate program.

- **Your Responsibilities:**
 - To contribute to the establishment and maintenance of a safe and nondiscriminatory learning, living, and working environment in which all individuals are treated with dignity and respect.
 - If you experience or witness an act of harassment, discrimination, abuse, intimidation and/ or violence, you can make an informal report and/ or formal complaint.
 - To not make false and malicious accusations of discrimination, harassment, retaliation, or intimidation.
- **How to Report:**
 - If you feel you have been discriminated against please call Shaashawn Dial in the Diversity, Equity, Inclusion office at (573) 876-2321 or Ext. 4321, email DiversityAndInclusion@stephens.edu and/or complete the Diversity, Equity, & Inclusion Concerns Form <https://www.stephens.edu/about-stephens/consumer-information/diversity-concerns-form/> . The Director of Diversity, Equity, and Inclusion is committed to guiding complainants through the process of submitting an informal report or formal complaint.

As a reminder, like most staff at Stephens, we continue to work from home, but we are all still reachable by email. Please let us know if we may assist you.

We are Stephens. Let's continue to LEARN. GROW. LEAD.

Shannon Walls '93

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