Syllabus Statements

(Title IX, Sexual Misconduct, Disclosing through Assignments, Course Content, Civil & Respectful Classroom)

Your syllabi present a unique opportunity to educate every student about classroom and course expectations, as well as their rights and resources on campus. Because students and professors often forge close mentoring and advising relationships, because classroom discussions and course topics often engage emotionally charged subject matter, and because sexual misconduct is a very real issue, your syllabi should be specific about the roles and responsibilities of you and your students, including your responsibility to report suspected sexual misconduct. Below, you will find examples that you can use in whole or part within your syllabi to prepare and inform your students.

Examples

A Note on Title IX

Title IX makes it clear that violence, harassment, and discrimination based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources, both on and off campus, at http://www.csbsju.edu/joint-student-development/title-ix. As a faculty member, I am required by our institutions to report incidents of sexual misconduct and thus cannot guarantee confidentiality. I must provide the Dean of Students with relevant details such as the names of those involved in the incident, if I know them. Please know that you can seek confidential resources at CSB/SJU Counseling (CSB 320-363-5605 SJU 320-363-3236) and CSB Health Services 320-363-5605 (CSB students only) or the Central Minnesota Sexual Assault Center (1-800-237-5090). If you want to make a formal report, you can contact the Dean of Students (CSB 320-363-5601 SJU 320-363-3512), CSB Security 320-363-5000 or SJU Life Safety 320-363-2144. You can also make a police report to the St. Joseph Police Department 320-363-8250 or the Stearns County Sheriff’s Department 320-251-4240.

A Note on Sexual Misconduct:

CSB/SJU is committed to fostering a safe, productive learning environment. Title IX and institutional policy prohibit discrimination on the basis of sex and gender identity. Consequently, sexual misconduct — including harassment, domestic and dating violence, sexual
assault, and stalking — is also prohibited at CSB/SJU. Faculty, staff and administrators encourage anyone experiencing sexual misconduct to talk to someone about what happened, so they can get the support they need and CSB/SJU can respond appropriately. If you wish to speak confidentially on campus about an incident of sexual misconduct, please contact CSB/SJU Counseling (CSB 320-363-5605 SJU 320-363-3236) or CSB Health Services 320-363-5605 (CSB students only). An off-campus resource is the Central Minnesota Sexual Assault Center (320-251-4357 or 1-800-237-5090). If you wish to file a report of sexual misconduct please contact the Dean of Students (CSB 320-363-5601 SJU 320-363-3512), CSB Security 320-363-5000 or SJU Life Safety 320-363-2144. If you have questions about institutional policies and procedures regarding sexual misconduct, please contact the Deans of Students at the above numbers. If you would like to make a police report, contact St. Joseph Police Department (320) 363-8250 or the Stearns County Sheriff’s Department (320) 251-4240.

You can learn more about Title IX at CSB/SJU by visiting the website http://www.csbsju.edu/joint-student-development/title-ix. Our institutions are legally obligated to investigate reports of sexual misconduct, and therefore cannot guarantee the confidentiality of a report.

**Statement on Sexual Misconduct and Human Rights:**

CSB and SJU will investigate and promptly seek the equitable resolution of allegations of conduct that violate our policies on Sexual Misconduct (such as, but not limited to: sexual violence, sexual harassment, relationship violence, stalking) and Human Rights (such as, but not limited to: discrimination on the basis of race, religion, national origin, sexual orientation, disability, or other legally protected category). Students who want to report cases involving sexual misconduct should contact either Jody Terhaar, Dean of Students at CSB (iterhaar@csbsju.edu or 320-363-5601) or Mike Connolly, Dean of Students at SJU (mconnolly@csbsju.edu or 320-363-3171). Students who believe they have been discriminated against should contact the Student Human Rights Officer, Brandyn Woodard (blwoodard@csbsju.edu or 320-363-5455). Information about both of these policies can be found at http://www.csbsju.edu/human-rights.

**A note about sexual harassment & violence:**

Title IX makes it clear that violence and harassment based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources at http://www.csbsju.edu/human-rights/sexual-misconduct/csbsju-sexual-misconduct-policy (Please note that faculty and staff are considered required reporters—this means that if you disclose to me, or another employee of CSB/SJU, that you have been a victim of sexual violence we have the obligation to report the situation. My report does not mean that you are officially reporting the incident — rather, this process is in place so that our schools can make sure you are able to receive the support and resources you need. Additional information may be found at the following website (including confidential sources on and off campus) Resources: http://www.csbsju.edu/human-rights/sexual-misconduct/resources
SYLLABUS STATEMENT REGARDING SEXUAL VIOLENCE DISCLOSURES & CSB/SJU INTERPRETATION OF TITLE IX Policy on Personal Writing and Disclosures of Sexual Violence

For non-composition classes: In this class, the topic of sexualized violence will emerge in readings, films, and class discussions. Making personal connections with the topics studied can be a meaningful and important project, but please be aware of the following policy regarding confidentiality and disclosures of incidents of sexual violence.

For composition classes: In this class you will select your own writing topics. Please keep the following in mind as you develop new topics throughout the course of the semester:

• Consider all of your writing for this class as public. You are encouraged to write on topics that matter to you, and while this can elicit writing that is deeply personal, you must always be prepared to share your work with others.

For both composition and non-composition classes:

• In the event that you choose to write or speak about having survived sexual violence, including rape, sexual assault, dating violence, domestic violence, or stalking, and specify that this violence occurred while you were a CSB/SJU student, federal and state education laws require that, as your instructor, I need to report this to the Institution. The appropriate Dean of Students will contact you to let you know about accommodations and support services at CSB/SJU and possibilities for holding the person who harmed you accountable. • If you do not want the Dean of Students notified, instead of disclosing this information to your instructor, you can speak confidentially with the following people on campus and in the community.

• CSB/SJU Counseling (CSB 320-363-5605 SJU 320-363-3236) and CSB Health Services 320-363-5605 (CSB students only)
• Central Minnesota Sexual Assault Center 320-251-4357 or 1-800-237-5090.
CAN WE AGREE?

- Open and honest communication
- Speak from personal experience: use “I” statement to share thoughts and feelings
- Listen respectfully
- Share air time: encourage others participation
- Be open to new perspectives
- Take risks
- Respect and maintain confidentiality
- Recognize your triggers – understand the difference between discomfort and unsafe
- Trust that dialogue will take us to deeper levels of understanding and acceptance

Course Content Note:

At times this semester we will be discussing (historical events, concepts, behaviors, etc.) that may be disturbing, even traumatizing, to some students. If you suspect that specific material is likely to be emotionally challenging for you, I’d be happy to discuss any concerns you may have before the subject comes up in class. Likewise, if you ever wish to discuss your personal reactions to course material with the class or with me individually afterwards, I welcome such discussions as an appropriate part of our classwork.

If you ever feel the need to step outside during a class discussion you may always do so without academic penalty. You will, however, be responsible for any material you miss. If you do leave the room for a significant time, please make arrangements to get notes from another student or see me individually to discuss the situation.

http://studentactivism.net/2015/08/25/trigger-warnings-for-syllabi-a-how-to-one-year-along/
Civil & Respectful Environment

Note:

- A civil and respectful environment still has to acknowledge we come to our interactions with biases we have learned throughout our lives. Part of what we will do in this class is unpack those biases and try to replace them with more constructive views of the world. In addition, having a civil and respectful environment doesn’t mean we do not have conflict. Rather, conflict is helpful and often needed for real change to take place, but purposefully trying to anger or offend others is not acceptable. By keeping the items below about expected discussion behaviors and the elements of being a competent communicator at the forefront at all times, conflict should be handled in class effectively.

Listening: At least 50% of the communication process entails listening. Therefore, once class begins, it is expected you will be a respectful listener to whomever is speaking. This includes any classmate who has the recognized speaking turn. Listening is an active process. Sleeping or “zoning out” are not acceptable “listening” behaviors. Our attention spans are getting shorter and shorter. However, the good news is that attention can be a learned behavior and you can train yourself to pay attention for long periods of time.

Discussion: When answering questions or sharing ideas with the class, you are expected to do the following:

- Take others into account when formulating responses.
- Share views in a respectful manner to others.
- Discuss and relate ideas, extend ideas of others--do not talk just to hear yourself talk.
- Clarify ideas by seeking opinions from other people.
- Make comments related to topic or activity.
- Avoid divisive statements.
- Avoid interrupting others.
- Avoid blaming others.
- Use clarifying messages to check the accuracy of perceptions.