

# **Southeast Community College Administrative Guidelines for Reports of Employee Sexual Harassment**

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*Updated September 13, 2022*

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# **1 TITLE IX STATEMENT AND POLICY; SEXUAL HARASSMENT PROHIBITED**

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Southeast Community College (“SCC” or “the College”) is committed to maintaining a positive and safe learning and working environment. Title IX protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination.

SCC students and employees are responsible for ensuring that the College remains an institution where all people can enjoy the benefits of the College’s educational activities free from sexual harassment. All members of the SCC community, including guests and visitors, are expected to conduct themselves in a manner that ensures a safe environment for all.

Pursuant to Title IX of the Education Amendments of 1972,

*“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance . . .” – 20 U.S.C. § 1681*

SCC does not discriminate on the basis of sex in the operation of all educational programs and activities. Under *Title IX* and *34 C.F.R. § 106.8*, the College is prohibited from sex-based discrimination in both admission and employment activities as well.

This policy applies to all SCC students, and to all educational programs and activities conducted by the College, including admissions and employment. Further, all students are protected from sexual harassment at SCC, regardless of whether it was committed by another College student, employee, or a third party. The College may also investigate allegations of sexual harassment, whether they occur on or off-campus.

Inquiries about the application of Title IX and related enforcement provisions and regulations may be referred to SCC’s Title IX Coordinator, the Assistant Secretary of the Office for Civil Rights of the U.S. Department of Education, or both.

## **A. Sexual Harassment Prohibited**

Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the recipient conditioning the provision of an aid, benefit, or service of the recipient on an individual’s participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal

access to the recipient's education program or activity; or

3. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).<sup>1</sup>

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<sup>1</sup> See *Appendix A* for more detailed 'sexual misconduct' definition.

## 2 REPORTING OPTIONS

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Any person may report sex discrimination, including sexual harassment, regardless of whether the person reporting it is the person alleged to be the victim of conduct that could be sex discrimination or sexual harassment.

The College may investigate reported allegations of sexual harassment and implement appropriate responsive measures even if the person subject to alleged harassment does not wish to pursue formal action. The College's ability to respond, however, may be limited by a person's reluctance to participate

Reporting options include:

### **File a Complaint Directly with the Title IX Coordinator or Human Resources**

Reports of sexual harassment may be made in person, by mail, telephone, or electronic mail, by contacting the Title IX Coordinator directly at:

Robert Sanford, J.D.  
Administrative Director of Title IX  
and Institutional Compliance  
301 S. 68th St Place, Office #509  
Lincoln, NE 68510  
402-323-3418  
[rsanford@southeast.edu](mailto:rsanford@southeast.edu)

A complaint of sexual harassment by or against a College employee can also be made to the Administrative Director of Human Resources at SCC:

Sarah Murtagh,  
Administrative Director for Human Resources  
SCC Area Office  
301 S 68<sup>th</sup> St Pl  
Lincoln, NE 68510  
(402) 437-2553  
[smurtagh@southeast.edu](mailto:smurtagh@southeast.edu)

### **Report a Crime**

If there is a crime in progress or you need immediate medical attention or safety measures, please call 911.

Complainants are encouraged to contact SCC Safety/Security Personnel and/or a local law enforcement agency to report any incident of sexual harassment. For contact information, please see *Appendix B*.

### **File a Report Using the College's Incident Reporting System**

A person may report a concern using the TIPS reporting system. The TIPS link may be accessed on The Hub or on the college's website: [www.southeast.edu](http://www.southeast.edu). TIPS provides an online method by which SCC leadership may share campus concerns. Concerns expressed through TIPS which include sexual harassment allegations will be referred to the Title IX Coordinator.

### **Anonymous Reporting**

Anyone may choose to file anonymous report with the College, including through the TIPS reporting system. However, it may be difficult to investigate anonymous reports, and reporting anonymously may limit SCC's ability to conduct a full investigation and take meaningful action.

### **Contact a Responsible Employee**

For purposes of Title IX and other applicable laws, the College has determined that all employees are "responsible employees." If any employee learns about sexual harassment, that employee is expected to promptly contact the Title IX Coordinator, or another campus administrator, who will promptly notify the Title IX Coordinator of the report.

Please note that when initially reporting an incident of alleged sexual harassment, a College employee may omit personally identifiable information (e.g. the name of the alleged victim, the name of the accused individual, and other identifying details about witnesses, locations, etc.). After an initial report is taken, the Title IX Coordinator and other campus officials may need more information to fulfill the College's obligations under Title IX and other applicable laws.

### **File a Complaint with the Office for Civil Rights**

The Office for Civil Rights (OCR) of the U.S. Department of Education enforces Title IX. For more information, see <https://www2.ed.gov/about/offices/list/ocr/complaintprocess.html>.

### **Confidentiality**

Consistent with state and federal law, all actions taken to resolve grievances or complaints through this process will be conducted with as much privacy, discretion and confidentiality as possible without compromising the thoroughness, integrity, and fairness of the process. All persons involved in the process are expected to participate in a respectful and courteous manner in order to preserve the protocol and decorum of the meetings.

While all SCC employees are considered "responsible employees," there are confidential resources available. A confidential resource is not obligated to report alleged sexual harassment to the Title IX Coordinator. For more information, please contact:

- Kalika Jantzen of the Counseling and Assistance Program (CAPS) at [kjantzen@southeast.edu](mailto:kjantzen@southeast.edu) or by phone at (402) 437-2286.

Additional confidential counseling and mental health resources, including community-based resources, may also be available. Employees may also be able to utilize the Employee Assistance Program (EAP). For more information, please contact Human Resources.

If a complainant decides not to pursue resolution of the incident with the College, SCC will honor their request if doing so does not impact the College's ability to provide a safe and non-discriminatory environment for all members of the SCC community, including the Complainant. The Title IX Coordinator, in consultation with appropriate administrators, will evaluate and respond to requests for confidentiality.

Regardless of whether the complainant requests confidentiality or decides not to pursue resolution, the Title IX Coordinator will assist the complainant with reasonably available support and assistance, which may include academic, housing, transportation, employment, and other accommodations. These accommodations will vary depending on the nature of the reported prohibited conduct, whether the complainant is a student, faculty or staff member and the expectations of the complainant regarding confidentiality. The Title IX Coordinator and designees will maintain as private any accommodations or protective measures provided to the Complainant. The Title IX Coordinator or designees may disclose to an appropriate college official only information that is necessary to provide the accommodations or protective measures in a timely manner.

The College recognizes that participants should be protected from unreasonable disclosure of their involvement in processes under any of the applicable procedures, and of any information, they reveal during their participation. However, the college also recognizes that there are legal mandates that govern disclosure and afford participants certain rights to disclose information related to matters under these procedures.

The College encourages parties not to reveal any information they learn in the course of their participation in processes set forth in the applicable procedures, other than for the purpose of consulting with advisors and attorneys, and incident to seeking support and advice from family, clergy, health professionals, and others playing a similar role. If a student is eighteen (18) years or older, no College office will contact their parents or other family members. Friends, faculty, coaches, supervisors, co-workers, etc. are not contacted either, unless they are witnesses or necessary to implement interim measures or resolution. Parties may choose whether to disclose or discuss with others the outcome of a sexual harassment complaint. The College will complete publicly available recordkeeping, including Clery Act reporting and disclosures, without inclusion of personally identifying information about the victim.

### **Retaliation Prohibited**

Retaliation is prohibited under *E-3f(1)* of the *College Handbook*.

No person may be intimidated, threatened, coerced, or otherwise discriminated against for the purpose of interfering with any privilege or right secured by Title IX, applicable state and federal laws, or SCC policy because an individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing, involving sexual harassment.

Intimidation, threats, coercion, or discrimination, including charges against an individual for College policy violations that do not involve sex discrimination but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX or related state or federal law, or College policy, constitutes retaliation.



### 3 DEFINITIONS

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**Actual notice** – notice of sexual harassment or allegations of sexual harassment to the Title IX Coordinator or any employee of the College who is a responsible employee. This does not include when the only employee with knowledge of the alleged harassment is the Respondent;

**Complainant** – any person or group who submits a charge alleging that an employee violated College policy;

**Conduct Committee** – A committee comprised of no fewer than three (3) College employees to oversee a live hearing following the filing of a formal complaint;

**Hearing Officer** – a College employee selected by the Title IX Coordinator to oversee a live hearing following the filing of a formal complaint;

**Preliminary Inquiry** – initial collection of information and initial fact-finding to determine if a College policy occurred which warrant further investigation;

**Preponderance of evidence** – the standards of proof governing Title IX allegations and means that “more likely than not,” a violation of College policy has occurred;

**Reasonable cause** – facts that cause a reasonable prudent person to believe that one or more provisions of College policy have been violated.

**Respondent** – Any employee of the College, including the classifications listed in *E-2d(1)* of the *College Handbook*, who is charged with violating one or more College policy provisions regarding sexual harassment;

**Responsible employee** - any College employee who has the authority to take action to redress sexual harassment; who has been given the duty of reporting incidents of sexual harassment **or** any other misconduct by students, staff, or employees to the Title IX coordinator or other appropriate designee; or who a student reasonably believes has this authority or duty.

## 4 INVESTIGATING ALLEGATIONS OF SEXUAL HARASSMENT

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### A. Notice to the College & Preliminary Inquiry

When the College receives actual notice of sexual harassment or alleged sexual harassment in an education program or activity, it will engage in a preliminary inquiry, lasting no more than 1-3 (one to three) business days, to determine whether there is reasonable cause based on sufficient, substantiating evidence that sexual harassment occurred.

Upon receipt of a formal complaint or report alleging sexual harassment, SCC will provide the Complainant with a written notice within two (2) business days explaining the options for pursuing an informal or formal resolution with the College, a criminal complaint with an external law enforcement agency, or an administrative complaint with an external agency. The Complainant may pursue one or more options simultaneously, but the College's investigation may be delayed pending an ongoing external criminal or administrative investigation.

The College must contact the Complainant within two (2) business days of receipt of the report to discuss the availability of supportive measures, consider their wishes regardless of whether they choose to file a formal complaint, and explain the process for filing a formal complaint. A list of supportive measures can be found in *Appendix B* of this document.

### B. Interim Measures

The Title IX Coordinator, in coordination with the Vice President for Human Resources or their designee, may implement appropriate interim measures, including interim sanctions and remedies, upon receipt of a report or formal complaint of sexual harassment.

If Interim measures are requested, and they are reasonably available, the College may provide assistance in changing academic, living, transportation, and working situations. Alterations may be made to the work assignments and conditions of a College employee accused of sexual harassment as an interim protective measure while an investigation is pending or before a hearing is concluded. Interim measures following an allegation of sexual harassment include “no contact” orders, changing of work schedules or work stations, and reporting relationships.

Interim actions can include separation from the institution or restrictions on participation in the campus community pending the scheduling of a hearing on alleged violation(s) of College policy.

Prior to removing a Respondent from the College's educational programs or activities, SCC must:

1. Undertake an individualized safety and risk analysis;

2. Determine that an immediate threat to the physical health or safety of any student or other person arising from the allegations of sexual harassment justifies removal, and;
3. Provide the Respondent with notice of the removal and an opportunity to challenge the decision immediately following the removal;

Further, the College may place a non-student employee on administrative leave during the pendency of a grievance.

## 5 INFORMAL RESOLUTION PROCESS

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Informal resolution is not available to resolve allegations that an employee committed sexual harassment against a student.

Informal resolution is available when all parties involved are employees of the College.

Upon receipt of a formal complaint of sexual harassment, and up to any time prior to reaching a determination of responsibility, the College may provide an informal resolution process to the parties. Participation in the informal resolution process is optional with respect to all parties, and may be terminated at any time. If terminated, the College will resume the grievance process regarding the formal complaint.

**NOTE:** Informal resolution is not available unless a formal complaint is filed.

SCC provides an informal process through the Office of Access/Equity/Diversity as a mechanism to resolve formal complaints of sexual harassment. The Title IX Coordinator, or their designee, will oversee the informal resolution process. Please note that informal resolution means that a full investigation and adjudication of a formal complaint are not completed.

Prior to engaging in informal resolution, the College will:

1. Provide written notice to the parties disclosing:
  - a. The allegations;
  - b. The requirements of the informal resolution process;
  - c. That informal resolution precludes a Complainant from resuming a formal complaint against the Respondent arising from the same allegations;
  - d. Prior to agreeing to an informal resolution, any party has a right to withdraw from the informal resolution process;
  - e. Any party has the right to withdraw from the informal resolution process and resume the grievance process regarding the formal complaint;
  - f. The consequences of participating in the informal resolution process, including the records that will be maintained or could be shared;
2. Obtain the parties' written, voluntary consent to the informal resolution process; and;
3. That the College does not offer or facilitate an informal resolution process to resolve allegations that an employee committed sexual harassment against a student.

If informal resolution is pursued, and deemed appropriate by the College, the Title IX Coordinator will attempt to facilitate a resolution that is agreeable to the Complainant and the Respondent. Any informal resolution must adequately address the concerns of the

Complainant, as well as the rights of the Respondent, and satisfy the College's goals of stopping, preventing, and remedying sexual harassment.

The College maintains the right to end the informal resolution process and initiate the formal grievance process at any time.

**NOTE:** The College does not require, as a condition of enrollment or continuing enrollment, employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment consistent with this section.

## **6 FORMAL GRIEVANCE PROCESS**

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### **A. Objective Evaluation of Evidence**

The College aims to bring all allegations of sexual harassment to a resolution within sixty (60) days of receiving notice of such a report.

The College requires an objective evaluation of all relevant evidence, including both inculpatory and exculpatory evidence. Credibility determinations may not be made on the basis of a person's status as a Complainant, Respondent, or witness;

### **B. Conflicts of Interest & Training Requirements**

All persons designated by the College as a Title IX Coordinator, investigator, decision-maker, or any person designated to facilitate an informal resolution process, are prohibited from having a conflict of interest or bias for, or against, Complainants or Respondents in general, or an individual Complainant or Respondent.

Further, SCC ensures that the Title IX Coordinator, investigators, decision-makers, and any person who facilitates an informal resolution process receive training on the definition of sexual harassment found in 34 C.F.R. § 106.30, the scope of the College's educational programs and activities, how to conduct an investigation and grievance process, including hearings, appeals, and informal resolution processes, as appropriate, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.

The College will also train decision-makers on any technology to be used at live hearings, as well as on issues of relevance of questions and evidence, including when questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, as set forth in 34 C.F.R. § 106.45(b)(6).

SCC must also train investigators on issues of relevance in order to create an investigative report that fairly summarizes relevant evidence, as set forth in 34 C.F.R. § 106.45(b)(5)(vii).

Any materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process, must not rely on sex stereotypes and must promote impartial investigations and adjudications of formal complaints of sexual harassment.

### **C. Presumption of 'Not Responsible'**

The Respondent is presumed 'not responsible' for alleged conduct until a determination regarding their responsibility is made at the conclusion of the grievance process.

#### **D. Standard of Evidence**

The standard of evidence for determining responsibility of a Respondent for alleged harassment is a preponderance of the evidence standard, or whether it is more likely than not that harassment occurred.

The same standard applies to all formal complaints against students, as well as employees, including faculty.

#### **E. Formal Complaint Requirements**

A formal complaint is a document filed by a complainant, or signed by the Title IX Coordinator, alleging sexual harassment against a respondent and requesting that the College investigate the allegation of sexual harassment.

At the time of filing a formal complaint, the complainant must be participating in or attempting to participate in the education program or activity of SCC. A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information listed in Section 2 of this document, or any other method designated in Section 2 of this document.

A document filed by a complainant must contain the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint.

Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party to the action.

#### **F. Notice of Allegations**

Upon receipt of a formal complaint, SCC will provide the following written notice to all known parties, which must include:

1. Notice of the College's grievance process, including any informal resolution process;
2. Notice of the allegations of sexual harassment, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known;
3. A statement that the Respondent is presumed "not responsible" for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process;
4. A statement that the parties may have an advisor of their choice, who may be, but is not required to be, an attorney, and may inspect and review evidence; and
5. Notification of E-5 of the *College Handbook*, which prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

If, during the course of an investigation, the College decides to investigate allegations about the Complainant or Respondent that are not included in the Notice of Allegations, SCC must provide notice of the additional allegations to the parties whose identities are known.

#### **G. Dismissal of a Formal Complaint**

The College will investigate formal complaints of sexual harassment. If the conduct alleged in the formal complaint does not constitute sexual harassment, even if proved, or did not occur in the College's educational programs or activities, then the College must dismiss the formal complaint with regard to that conduct for purposes of sexual harassment under Title IX, or 34 C.F.R. 106.45(3).

Such a dismissal does not preclude action under another provision of applicable College policy.

The College may also dismiss a formal complaint, or any allegations therein, if at any time during the investigation or hearing:

1. The Complainant notifies the Title IX Coordinator in writing that they would like to withdraw the formal complaint, or any allegations therein;
2. The Respondent is no longer enrolled or employed by the College; or
3. Specific circumstances prevent the College from gathering sufficient evidence to reach a determination as to the formal complaint or allegations therein.

Upon such required or permissive dismissal, SCC must promptly send written notice of the dismissal and the reason(s) why, simultaneously, to both parties.

#### **H. Consolidation of Formal Complaints**

The College may consolidate formal complaints as to allegations of sexual harassment against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances.

#### **I. Concurrent Investigations**

The College's resolution will not typically be altered or precluded on the grounds that civil or criminal charges involving the same incident have been filed or that charges have been reduced or dismissed. However, the College may undertake a short delay (several days to weeks) in its investigation or resolution process to comply with a law enforcement request for cooperation (e.g. to allow for criminal evidence collection) when criminal charges based on the same behaviors that invoke this process are being investigated. The College will promptly resume its investigation and processes once notified by law enforcement that their process is complete.

#### **J. Investigating a Formal Complaint**

When investigating a formal complaint, the burden of proof and the burden of gathering the evidence sufficient to reach a determination regarding responsibility rests on the



College and not the parties involved, provided that SCC cannot access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless SCC obtains the party's voluntary, written consent to do so as part of the formal grievance process.

While investigations can vary in length from several days to several weeks, depending on the nature and complexity of the allegations, the College commonly aims for a ten to fourteen (10-14) business day window to completion.

All investigations will be thorough, reliable, and impartial, and will entail interviews with all relevant parties and witnesses, obtaining available evidence and identifying sources of expert information, if necessary.

### **1. Equal Opportunity to Present Evidence**

The parties shall have an equal opportunity to present witnesses, including fact and expert witnesses, and other inculpatory or exculpatory evidence. The College may not restrict the ability of any party to discuss the allegations under investigation or to gather and present relevant evidence.

Further, all parties whose participation is invited or expected must be provided written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare and participate.

### **2. Advisors**

The parties shall have an equal opportunity to have others present during the formal grievance process, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney, and not limit the choice or presence of the advisor for either the Complainant or Respondent in any meeting or grievance proceeding. A party may elect to change their advisor at any time during the process.

**NOTE:** The College cannot guarantee equal advisory rights, meaning that if one party selects an advisor who is an attorney, but the other party does not, or cannot afford an attorney, the College is not obligated to provide one. However, parties may contact the Nebraska State Bar Association (<http://www.nebar.com/>) for referral to attorneys or other legal entities that may offer their services pro bono or at reduced fees.

All advisors, whether they advise a Complainant or Respondent, are subject to the same expectations and restrictions.

- Advisors may not present on behalf of their advisee in a meeting, interview, or hearing, and should request or wait for a break in the proceeding to interact with campus officials;
- Advisors may confer quietly with their advisees as necessary, as long as they do not disrupt the process. For longer or more involved discussions, the parties and their advisors should ask for breaks or step out of meetings to allow for private conversation;
- Advisors will typically be given a timely opportunity to meet in advance of any interview or hearing with the Title IX Coordinator regarding that interview or meeting. This pre-meeting will allow advisors to clarify any questions they may have, and allows the College an opportunity to clarify the role the advisor is expected to take.

Advisors are expected to refrain from interference with the College's investigation and resolution.

- Any advisor who steps out of their role in any meeting under the campus resolution process will receive a warning;
- If the advisor continues to disrupt or otherwise fails to respect the limits of the advisor role, the advisor will be required to leave the meeting and may be escorted out of the meeting by SCC Safety/Security staff;
- When an advisor is removed from a meeting, that meeting will typically continue without the advisor present;
- Subsequently, the Title IX Coordinator or their designee may determine whether the advisor may be reinstated, be replaced by a different advisor, or whether the party will forfeit the right to an advisor for the remainder of the process.

Where an employee is a member of a College-recognized bargaining unit and entitled to a representative in the process, that employee may be accompanied by the representative as their advisor, or may choose an advisor in addition to their representative. In such cases, the other party may have two advisors as well.

The parties must advise the College of the identity of their advisor at least two (2) business days before the date of their first meeting with investigators. The parties must provide subsequent timely notice to the investigators if they change advisors at any time. No audio or video recording of any kind other than as required by institutional procedure is permitted by any party during meetings with campus officials.

### **3. Inspection and Review of Evidence**

Both parties shall have an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including the evidence upon which the recipient does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence, whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to conclusion of the investigation.

Prior to completion of the investigative report, the College must send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties must have at least ten (10) days to submit a written response, which the investigator will consider prior to completion of the investigative report.

The College must make all such evidence subject to the parties' inspection and review available at any hearing to give each party an equal opportunity to refer to such evidence during the hearing, including for purposes of cross-examination.

#### **4. Investigative Report & Notice of Outcome**

The College must create an investigative report that fairly summarizes relevant evidence and, at least ten (10) days prior to a hearing, or other time of determination regarding responsibility, send to each party and the party's advisor, if any, the investigative report in an electronic format or a hard copy, for their review and response.

The investigative report will provide notice of the outcome to both parties, including any findings, any recommended sanctions, and the rationale for the decision. The notification will also include appeals options and procedures for both the Complainant and the Respondent.

#### **5. Outcomes & Appeals**

The following options describe how a party may proceed depending on whether the Respondent is found responsible and whether the Respondent accepts or rejects the findings and/or the sanctions in the investigative report either in whole or in part.

##### *a) The Respondent is Found "Not Responsible"*

Where the Respondent is found not responsible for the alleged violation(s), the investigation will be dismissed without further proceedings.

If both the Complainant and Respondent agree to the dismissal, the complaint is resolved without further rights of appeal by either party.

If the Complainant does not agree with dismissal, they may request in writing through the Vice President of Access/Equity/Diversity, within ten (10) days of receiving the investigative report, that the Title IX Coordinator review the investigation file to possibly reopen the investigation or convene a hearing. An investigation may also be reopened if additional information is discovered after the close of the initial investigation. The decision to reopen an investigation or convene a hearing rests solely in the discretion of the Title IX Coordinator and is granted only on the basis of extraordinary cause.

*b) The Respondent Accepts a Finding of “Responsible”*

**1. The Respondent Accepts a Finding of “Responsible” and Accepts the Recommended Sanctions.**

Should the Respondent accept the finding that they violated College policy, the Vice President of Human Resources, or their designee, will determine sanctions for the violation(s). If the Respondent accepts these recommended sanctions, the sanctions are implemented by the Vice President of Human Resources, or their designee, and the process ends. There will be a ten (10) business-day period for review between when the Respondent learns of the findings and sanctions and when the resolution becomes final.

Should the Respondent decide to reject the sanctions, in writing, within that time period, subsection (c) below, will apply. This outcome is not subject to appeal. Respondents are provided written notification of the outcome.

**2. The Respondent Accepts a Finding of “Responsible” and Rejects the Sanctions Recommended.**

If the Respondent accepts the “responsible” findings, but rejects the recommended sanctions, in writing, there will be hearing on the sanction only.

*c) Respondent Rejects the Findings Completely or In Part*

**1. Respondent Rejects the Findings Completely**

Where the Respondent rejects the finding, in writing, that they violated College policy, a hearing will be convened within ten (10) business days, barring urgent circumstances that require immediate attention. At the hearing, the investigator(s) will present their report to the hearing for review, and the Committee will hear from the parties and any necessary witnesses.

If the Hearing Officer finds the Respondent not responsible for all violations, the Vice President of Human Resources, or their respective designee, will inform the parties of this determination and the rationale for the decision in writing within seven (7) business days. This determination is subject to appeal by any party to the complaint. Appeal review procedures are outlined

below. If the Hearing Officer finds the Respondent responsible for all violations, it will recommend a sanction/responsive action or confirm original sanction to the Vice President of Human Resources, or their respective designee, who render a decision within seven (7) business days of the hearing and timely notify the parties orally, as well as in writing. An appeal of sanction(s) may be filed by any party to the complaint as detailed below.

## **2. Respondent Accepts the Findings in Part and Rejects in Part**

Where the Respondent rejects in part the finding that they violated SCC policy, there will be a hearing on the disputed allegations within ten (10) business days, barring urgent circumstances. For all findings holding a Respondent responsible for a violation, the College will determine appropriate sanctions. If the Committee finds the Respondent not responsible on any of the contested allegations, the process ends.

## **6. Possible Disciplinary Sanctions & Remedies**

At the conclusion of any disciplinary proceeding following a determination of responsibility, the College may implement any of the following disciplinary sanctions or remedies:

- Verbal warning;
- Written warning;
- Transfer;
- Completion of mandatory conditions;
- Suspension, with or without pay;
- Nonrenewal or non-reappointment;
- Loss of rank or position;
- Denial of salary increase;
- Activity termination;
- Demotion in rank or pay;
- Termination of employment;
- Ban on College reemployment.

These sanctions may be imposed separately, or in combination.

## 7 HEARINGS

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All hearings will be conducted only by Hearing Officers trained on Title IX regulations, policies and protocol. The Hearing Officer has discretion to require attendance or participation of any person, subject to the rules outlined below. If an employee does not reply, or does not attend a scheduled hearing, a hearing may be held in their absence. Hearings may be heard before a single Hearing Officer, or by a Conduct Committee comprised of no less than three (3) College employees trained on Title IX regulations, policies, and protocol.

Hearing Officers have the authority to remove any person from the hearing who exhibits behavior that disrupts, interferes with, or otherwise violates College rules and guidelines regarding behavior conducive to a hearing.

### **A. Live Hearings Required; Cross-Examination; Virtual Hearings Allowed**

The College provides for live hearings. At the live hearing, the Hearing Officer must permit each party's advisor to ask the other party, and any witnesses, all relevant questions and follow-up questions, including those challenging credibility.

Such cross-examination at the live hearing must be conducted directly, orally, and in real time by the party's advisor of choice, and never by a party personally, subject to the College's rules regarding the role of advisors in matters pertaining to alleged sexual harassment.

If a party or witness does not submit to cross-examination at the live hearing, the Hearing Officer must not rely on any statement of that party or witness in reaching a determination regarding responsibility. However, the Hearing Officer cannot draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.

Live hearings may be conducted with all parties physically present in the same geographic location or, upon the request of either party and at the discretion of the Hearing Officer in consultation with the Title IX Coordinator, any or all parties, witnesses, and other participants may appear at the live hearing virtually, with technology enabling participants simultaneously to see and hear each other. Such request must be made to the Title IX Coordinator no fewer than five (5) business days prior to any scheduled hearing.

### **B. Relevant Questioning Only**

Only relevant cross-examination and other questions may be asked of a party or witness. Before a Complainant, Respondent, or witness answers a cross-examination or other question, the Hearing Officer must first determine whether the question is relevant and explain any decision to exclude a question as not relevant.

Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

### **C. Alternative Testimony Options**

At the request of either party, the College must provide for the live hearing to occur with the parties located in separate rooms with technology enabling the Hearing Officer and all parties to simultaneously see and hear the party or witness answering questions. Such a request must be received by the Title IX Coordinator no fewer than five (5) business days prior to any scheduled hearing.

### **D. Right to an Advisor**

If a party does not have an advisor present at the live hearing, SCC must provide an advisor of the College's choice, without fee or charge to the party, to conduct cross-examination on behalf of that party. The advisor may be, but is not required to be, an attorney.

### **E. Record of Hearing**

The College will create an audio or audiovisual recording, or transcript, of any live hearing and make it available to the parties for inspection and review.

### **F. Failure to Appear**

Where a Respondent fails to appear at a hearing, the Hearing Officer shall enter a plea of "not in violation" on behalf of the Respondent. The hearing may proceed as scheduled.

In all cases, where the Respondent is present or not, the evidence in support of the allegations shall be presented and considered by the Hearing Officer.

### **G. Determination Regarding Responsibility**

The Hearing Officer or Conduct Committee, following a live hearing, must issue a written determination regarding responsibility using the preponderance of the evidence standard.

The written determination must include:

1. Identification of the allegations potentially constituting sexual harassment;
2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with the parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
3. Findings of fact supporting the determination;
4. Conclusions regarding the application of College policy to the facts;

5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the College imposes on the Respondent, and whether remedies designed to restore or preserve equal access to the College's education program or activity will be provided by SCC to the Complainant; and
6. The College's procedures and permissible bases for the Complainant and Respondent to appeal.

The written determination must be issued to the parties simultaneously. Parties have three (3) business days from the date the parties receive the written determination to request an appeal. The determination regarding responsibility becomes final either on the date that the appeal is final, if an appeal is filed, or the date on which an appeal would no longer be considered timely.

#### **H. Remedies**

The Title IX Coordinator is responsible for effective implementation of any remedies.



## 8 APPEALS

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Any Complainant or Respondent may request an appeal from a determination regarding responsibility, or dismissal of a formal complaint or any allegations therein.

### A. Bases for Appeal

Appeal requests are limited to the following grounds:

1. A procedural irregularity occurred that affected the outcome of the matter;
2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter;
  - a. Failure to provide information during, or participate in, an investigation or a hearing, even resulting from concern over pending criminal or civil proceedings, does not make evidence “unavailable” at the time of the hearing.
3. The Title IX Coordinator, investigator(s), or decision-makers(s) had a conflict of interest or bias for or against Complainants or Respondents generally, or the individual Complainants or Respondents, that affected the outcome of the matter; or
4. The sanctions imposed are excessive for the type of offenses involved, or the cumulative conduct record of the Respondent.

Appeals must be submitted, in writing, to the Administrative Director for Human Resources or their designee within three (3) business days of receiving the notice of the outcome of the final determination regarding responsibility or dismissal.

### B. Processing of Appeals

Upon receipt of an appeal, the Vice President of Human Resources, or their respective designee, will notify the other party, in writing, of the appeal. The appropriate Vice President of Human Resources will conduct an initial review to determine if the request meets the limited grounds for appeal and is timely.

- If the appeal is not timely or substantively illegible, the original finding and sanction will stand and the decision is final;
- If the appeal is timely and has standing, the Vice President of Human Resources, or their designee, will consider the appeal matter. The Vice President of Human Resources or their designee, will review the appeal, typically within seven to ten (7-10) business days, to permit sufficient time to consider the appeal matter.

On appeal, the original finding and sanction are presumed to have been decided reasonably and appropriately, thus the burden is on the appealing party or parties to show clear error. **The Vice President of Human Resources will limit their review to the new evidence or sanction challenges presented.**

Both parties shall have a reasonable, equal opportunity to submit a written statement to the Vice President of Human Resources, or challenging, the determination regarding responsibility or dismissal.

All decisions of the Vice President of Human Resources, on appeal, are final. Upon reaching a decision, the appropriate Vice President, or their designee, shall:

- Issue a written decision describing the result of the appeal and the rationale for the result; and
- Provide the written decision simultaneously to both parties.

### **C. Sanctions During Pendency of Appeal**

The presumptive stance of SCC is that all decisions made and sanctions imposed by the original decision-maker are to be implemented during the process of an appeal. Only in exigent circumstances and at the discretion of the Vice President for Human Resources, and in consultation with the Title IX Coordinator when necessary, will implementation of sanctions be delayed pending conclusion of the review process.

## **9 RECORD-KEEPING REQUIREMENTS**

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The Title IX Coordinator will maintain, on behalf of the College, for a period of no less than seven (7) years, records of:

1. Each sexual harassment investigation regarding responsibility, as well as any audio or audiovisual recording or transcript required under 34 C.F.R. § 106.45, as well as any disciplinary sanctions imposed on the Respondent, and any remedies provided to the Complainant designed to restore or preserve equal access to SCC's educational programs or activities;
2. Any appeal or result therefrom;
3. Any informal resolution and the result therefrom; and
4. All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process. SCC must make these training materials publicly available on its website or, if not website is available, upon request for inspection by members of the public.

The College will also create, and maintain, for a period of no less than seven (7) years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, SCC will document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the recipient's educational programs or activities.

If the College does not provide a Complainant with supportive measures, then it must document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The College is not limited from providing future, additional explanations or detailing additional measures taken.

## **APPENDIX A – SEXUAL HARASSMENT DEFINED**

As noted above, sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the recipient conditioning the provision of an aid, benefit, or service of the recipient on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the recipient's education program or activity; or
3. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

Under 20 U.S.C. 1092(f)(6)(A)(v), sexual assault "means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation."

In the FBI Uniform Crime Reporting System, forcible sex offenses include:

Forcible Rape: The carnal knowledge of a person, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity;

Forcible Sodomy: Oral or anal sexual intercourse with another person, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity;

Sexual assault with an object: To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity;

Forcible fondling: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity;

The FBI UCR Program defines statutory rape and incest as nonforcible sexual offenses.

Statutory Rape: nonforcible sexual intercourse with a person who is under the statutory age of consent;

Incest: nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Under 34 U.S.C. 12291(a)(10), dating violence means violence committed by a person—

(a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(b) where the existence of such a relationship shall be determined based on a consideration of the following factors:

(i) The length of the relationship.

(ii) The type of relationship.

(iii) The frequency of interaction between the persons involved in the relationship.

Under 34 U.S.C. 12291(a)(8), domestic violence is defined as

felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Under 34 U.S.C. 12291(a)(30), stalking is defined as

engaging in a course of conduct directed at a specific person that would cause a reasonable person to

(A) fear for his or her safety or the safety of others; or

(B) suffer substantial emotional distress.

### **Consent**

Regarding consent, the U.S. Department of Education did not impose a particular definition of consent on institutions. 34 U.S.C. 106.30(a).

Consent is an important concept when it comes to sexual assault. Consent must be a willingness or agreement to engage in sexual activity that is freely given with full information of the facts and circumstances.

Under *Neb. Rev. Stat. § 28-318*, “without consent” is legally defined as:

- (a) The victim was compelled to submit due to the use of force or threat of force or coercion, or (ii) the victim expressed a lack of consent through words, or (iii) the victim expressed a lack of consent through conduct, or (iv) the consent, if any was actually given, was the result of the actor's deception as to the identity of the actor or the nature or purpose of the act on the part of the actor;
- (b) The victim need only resist, either verbally or physically, so as to make the victim's refusal to consent genuine and real and so as to reasonably make known to the actor the victim's refusal to consent; and
- (c) A victim need not resist verbally or physically where it would be useless or futile to do so; and

Force or threat of force is defined as (a) the use of physical force which overcomes the victim's resistance or (b) the threat of physical force, express or implied, against the victim or a third person that places the victim in fear of death or in fear of serious personal injury to the victim or a third person where the victim reasonably believes that the actor has the present or future ability to execute the threat.

Further, pursuant to *Neb. Rev. Stat. § 28-319.01*, a person is guilty of first-degree sexual assault of a child when a person:

- (a) subjects another person under twelve years of age to sexual penetration and the actor is at least nineteen years of age or older; or
- (b) When he or she subjects another person who is at least twelve years of age but less than sixteen years of age to sexual penetration and the actor is twenty-five years of age or older.

Under *Neb. Rev. Stat. §28-320.01*, a person is guilty of second or third degree sexual assault of a child when a person subjects another person fourteen years of age or younger to sexual contact and the actor is at least nineteen years of age or older.

Finally, according to *Neb. Rev. Stat. § 28-320* a person is guilty of second or third degree assault when any person subjects another person to sexual contact:

- (a) without consent of the victim, or
- (b) who knew or should have known that the victim was physically or mentally incapable of resisting or appraising the nature of (their) conduct

At the heart of consent is the concept that every person has a right to personal sovereignty: the right not to be acted upon by someone else in a sexual manner unless given clear permission to do so. Connected with this concept is the notion that consent may be broad or narrow and can be limited. Consent to one form of sexual activity does not automatically imply consent to other forms of sexual activity.

Consent is given verbally or non-verbally, based on an active, informed, mindful, freely decided choice. Intoxication may make this legally impossible. Consent means that you cannot make assumptions about what your partner does or does not want. Absence of clear signals of consent is a signal to stop.

Consent eliminates the need to engage in force and resistance behaviors. There is no biological harm to either sex in stopping at any point. "NO" means "NO," but inaction or no response can also mean "no." Silence and passivity do not equal permission or consent.

**SUBMISSION DOES NOT EQUAL CONSENT!**

If a "no" is received and pressuring/continuing to interact sexually continues, this behavior is considered to be a coercive influence on the other party. **NOTE:** *To be valid, consent must be given prior to or contemporaneously with sexual activity.*

## **APPENDIX B – SAFETY & SECURITY AND LAW ENFORCEMENT CONTACTS**

Complainants are encouraged to immediately report all sex offenses to local law enforcement officials. For emergency situations, please call 911.

### **SCC Campus Safety & Security Contacts**

Non-emergency line: (402) 437-2800

**Adam Bales**  
Public Safety Officer  
Lincoln Campus V122  
(402) 437-2072  
[abales@southeast.edu](mailto:abales@southeast.edu)

**Allen Allsman (Beatrice/Milford Campuses)**  
Safety & Security Specialist  
Beatrice – Kennedy Bldg. – Room K335  
(402) 228-8231  
[aallsman@southeast.edu](mailto:aallsman@southeast.edu)

**Juan Palacios Padilla (Milford Campus)**  
Public Safety Officer  
Milford-Eicher Bldg., Room 100R  
(402) 761-8266  
[jpalacios@southeast.edu](mailto:jpalacios@southeast.edu)

**Mark Meints**  
Campus Safety & Security Coordinator  
Beatrice-Kennedy Bldg., Room K123  
(402) 228-8279  
[mmeints@southeast.edu](mailto:mmeints@southeast.edu)

**Sonia Garcia**  
Public Safety Officer  
CEC Room 105  
(402) 437-2506  
[sgarcia@southeast.edu](mailto:sgarcia@southeast.edu)

**Sam Loos (Lincoln Campuses)**  
Safety & Security Coordinator  
Lincoln Campus  
(402) 437-2408  
[sloos@southeast.edu](mailto:sloos@southeast.edu)

### **Law Enforcement Contacts**

**Lincoln**  
**Lincoln Police Department**  
575 S 10<sup>th</sup> Street, Lincoln, NE 68508  
(402) 441-6000

**Lancaster County Sheriff's Office**  
575 S 10<sup>th</sup> Street, Lincoln, NE 68508  
(402) 441-6500

**Beatrice**  
**Beatrice Police Department**  
201 N 5<sup>th</sup> Street, Beatrice, NE 68310  
(402) 228-5243

**Gage County Sheriff's Office**  
612 Lincoln Street, Beatrice, NE 68310  
(402) 223-5221

**Milford**  
**Milford Police Department**  
505 1<sup>st</sup> Street, Milford, NE 68405  
(402) 761-2772

**Seward County Sheriff's Office**  
261 S 8<sup>th</sup> Street, Suite 245, Seward, NE 68434  
(402) 643-2359



**Falls City**

**Falls City Police Department**  
2307 Barada Street, Falls City, NE 68355  
(402) 245-4422

**Richardson County Sheriff's Office**  
65086 706 Trail, Falls City, NE 68355  
(402) 245-2479

**Nebraska City**

**Nebraska City Police Department**  
1518 Central Ave, Nebraska City, NE 68410  
(402) 873-6666

**Otoe County Sheriff's Office**  
1021 Central Ave, Nebraska City, NE 68410  
(402) 873-9560

**Plattsmouth**

**Plattsmouth Police Department**  
336 Main Street, Plattsmouth, NE 68048  
(402) 296-3311

**Cass County Sheriff's Office**  
336 Main Street, Plattsmouth, NE 68048  
(402) 296-9370

**Wahoo**

**Wahoo Police Department**  
605 N Broadway Street, Wahoo, NE 68066  
(402) 443-4155

**Saunders County Sheriff's Office**  
387 N Chestnut St, Ste 3, Wahoo, NE 68066  
(402) 443-3718

**York**

**York Police Department**  
315 N Grant Ave, York, NE 68467  
(402) 363-2640

**York County Sheriff's Office**  
510 N Lincoln Ave, York, NE 68467  
(402) 362-4927

**Hebron**

**Thayer County Sheriff's Office**  
324 Olive Ave, Hebron, NE 68370  
(402) 768-6139

## APPENDIX C – SUPPORTIVE MEASURES<sup>2</sup>

A number of local and national resources are available to provide information and assistance:

- **Nebraska Coalition to End Sexual and Domestic Violence:** Nebraska has a network of domestic violence and sexual assault programs ensure that a safety net of services are available across our state 24-hours a day. [www.nebraskacoalition.org/](http://www.nebraskacoalition.org/)
  - **Voices of Hope (Lancaster county)**
    - 24-Hour Crisis Line: (402) 475-7273
    - Email Address: [info@voicesofhopelincn.org](mailto:info@voicesofhopelincn.org)
    - Mailing Address: 2545 N St., Lincoln, NE 68510
    - Website: [www.voicesofhopelincn.org](http://www.voicesofhopelincn.org)
  - **Hope Crisis Center** (York, Seward, Fillmore, Saline, Gage, Thayer & Jefferson counties)
    - 24-Hour Crisis Line: 877-388-HOPE (4673)
    - Website: [www.hopecrisiscenter.org](http://www.hopecrisiscenter.org)
  - **The Bridge** Saunders county)
    - 24-Hour Crisis Line: 888-721-4340; 402-727-7777
    - Website: [www.bridgefromviolence.com](http://www.bridgefromviolence.com)
  - **Project Response** (Otoe, Johnson, Nemaha, Pawnee, & Richardson counties)
    - 24-Hour Crisis Line: 800-456-5764
    - Website: [www.projectresponseinc.org](http://www.projectresponseinc.org)
- **Lincoln Police Department's Victim Witness Unit:** provides information and support services to victims and witnesses of crime
  - (402) 441-7181
- **Friendship Home:** provides shelter and support for battered women and their children
  - (402) 437-9302
- **National Sexual Assault Hotline:** provides free, confidential counseling 24 hours a day from a national (not a local) service provider, that can help connect to local providers
  - On-line, 24-hour chat with a trained professional: [online.rainn.org](http://online.rainn.org)
  - 24-Hour Crisis Line: (800) 656-HOPE (4673)
- **Medical Treatment:**
  - Beatrice Comm. Hospital and Health Ctr; 4800 Hospital Pkwy; (402) 228-3344
  - Bryan LGH East Campus; 1600 S. 48th St., Lincoln, NE; (402) 481-1111
  - Bryan LGH West Campus; 2300 S. 16th St., Lincoln, NE; (402) 481-1111
  - CHI Health St. Elizabeth Medical Regional Ctr; 555 S. 70th St., Lincoln, NE; (402) 219-8000
  - Memorial Health Care Center; 300 North Columbia, Seward, NE; (402) 643-2971

### Counseling, Mental Health, and Other Services

Every fall, in addition to the Annual Notifications of [Consumer Information](#) and [Student Right to Know](#), SCC provides information to students, staff, faculty and the general public information on how to report incidents of sexual assault, domestic violence, dating violence, and stalking with written notification of their rights and options, including the options for assistance as

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<sup>2</sup> Southeast Community College makes no representation or endorsement as to the quality, effectiveness, or appropriateness of any of these services. The directory is provided as an informational service only.

detailed above. Below is a list of services available for victims, both within the institution and in the community.

**Confidential Resource:** Counseling and Assistance Program (CAPS) at SCC. Please contact the office at (402) 437-2286, or by email at [kjantzen@southeast.edu](mailto:kjantzen@southeast.edu). SCC students are provided for up to 15 individual and 10 group sessions at no charge each academic year.

**Nebraska Coalition to End Sexual and Domestic Violence:** Nebraska has a network of domestic violence and sexual assault programs ensure that a safety net of services are available across our state 24-hours a day. [www.nebraskacoalition.org/](http://www.nebraskacoalition.org/)

- **Voices of Hope (Lancaster county)**
  - 24-Hour Crisis Line: (402) 475-7273
  - Email Address: [info@voicesofhopelincn.org](mailto:info@voicesofhopelincn.org)
  - Mailing Address: 2545 N St., Lincoln, NE 68510
  - Website: [www.voicesofhopelincn.org](http://www.voicesofhopelincn.org)
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  - 24-Hour Crisis Line: 877-388-HOPE (4673)
  - Website: [www.hopecrisiscenter.org](http://www.hopecrisiscenter.org)
- **The Bridge (Saunders county)**
  - 24-Hour Crisis Line: 888-721-4340; 402-727-7777
  - Website: [www.bridgefromviolence.com](http://www.bridgefromviolence.com)
- **Project Response (Otoe, Johnson, Nemaha, Pawnee, & Richardson counties)**
  - 24-Hour Crisis Line: 800-456-5764
  - Website: [www.projectresponseinc.org](http://www.projectresponseinc.org)

**Lincoln Police Department's Victim Witness Unit:** provides information and support services to victims and witnesses of crime. (402) 441-7181

**Friendship Home:** provides shelter and support for battered women and their children. (402) 437-9302

**Blue Valley Behavioral Health:** A private, non-profit corporation serving 16 counties in southeast Nebraska for mental health and substance abuse services. 877-409-6600

**National Sexual Assault Hotline:** provides free, confidential counseling 24 hours a day from a national (not a local) service provider, that can help connect to local providers

- On-line, 24-hour chat with a trained professional: [online.rainn.org](http://online.rainn.org)
- 24-Hour Crisis Line: (800) 656-HOPE (4673)

#### **Law Enforcement:**

- Emergency - 911
- Beatrice Police - Non-emergency (402) 223-4080
- Lincoln Police - Non-emergency (402) 441-6000
- Milford Police - Non-emergency (402) 761-2772

#### **Medical Treatment:**

- Beatrice Community Hospital and Health Center; 4800 Hospital Parkway; (402) 228-3344
- Bryan LGH East Campus; 1600 S. 48th St., Lincoln, NE; (402) 481-1111
- Bryan LGH West Campus; 2300 S. 16th St., Lincoln, NE; (402) 481-1111
- CHI Health St. Elizabeth Medical Regional Center; 555 S. 70th St., Lincoln, NE; (402) 219-8000
- Memorial Health Care Center; 300 North Columbia, Seward, NE; (402) 643-2971