

Team Charter
Barton Community College
Sexual Misconduct & Assault Resources Team
2022-2023

Name of Team

Sexual Misconduct & Assault Resources Team

Purpose

The Sexual Misconduct & Assault Resources Team (SMART) is responsible for a campus collaborative approach to issues related to Title IX and preventing and addressing sexual misconduct. The SMART serves in an advisory capacity to campus leadership and community members about best practices in policies, education, prevention, and response to sexual misconduct and harassment.

Duration and Time Commitment

The team has been commissioned as a permanent institutional team. The time commitment for team members will vary with approximately 1.5 hours once or more a semester, or as needed, for team meetings.

Boundaries & Limitations

When necessary, the Committee may form additional sub-committees for the purpose of addressing specific issues relevant to Title IX (i.e., sexual misconduct, civil rights equity resolution, equal opportunity, LGBTQ, campus safety, etc.). If needed, meetings will be held to review agenda items and take action. The Title IX Coordinator shall facilitate the meetings by working closely with SMART members to ensure the management of coordinating activities (i.e., scheduling, agenda, and minutes).

Expected Results

The SMART shall:

- Ensure accountability for college-wide compliance with local, state, and federal laws and regulations.
 - o Advocate for appropriate responses to new or different compliance obligations.
 - o Support efforts to comply with related compliance areas including ADA, Title VI, Title VII, Clery, and other local, state, and federal laws and regulations.

- Serve as a clearinghouse for campus resources about sexual misconduct by the following, if available:
 - o Helping to foster a trauma-sensitive culture on campus,
 - o Advertising basic information and services available for those who have been victims of sexual misconduct and affording faculty, students, and staff with clear accessibility to these services, and

- o Collaborating with subject-matter experts and campus departments on prevention and education and awareness programs.

- Provide leadership role on policy and procedures concerning sexual misconduct by:

- o Ensuring the SMART and campus stakeholders are informed about current federal and state mandates, executive orders, and laws and the College's sexual misconduct policies and procedures;

- o Reviewing campus policies, procedures, and practices to ensure consistent response to incidents of sexual misconduct;

- o Providing feedback on draft policies, advising when a policy needs revision, and/or identifying the need for a policy;

- o Developing campus policies and procedures to meet federal and state mandates, executive orders, and laws; and

- o Supporting use of a central data collection process for complaints of sexual misconduct within Barton's jurisdiction

- Coordinate prevention, education, and awareness programs with campus communications by:

- o Driving consistent messages about Barton prevention and response policies and procedures;

- o Engaging, integrating, and empowering students to spread the word about prevention and education efforts across campus and in the SMART's focus; and

- o Developing liaison functions for various campus stakeholders (i.e. empowering people on campus to know how they can help prevent and respond to sexual misconduct).

Reporting

The team leader will provide annual updates to the team, and to the college president, through the appropriate supervisory line outlining accomplishments, status updates, progress of primary tasks, future plans, and future resource needs.

Assets Available

Budget Authority - None – funding is made available through the Office of Student Services' budget
Human Resources - Appointed Membership limited to identified positions

Administrative

Support - Sponsor: Dr. Carl Heilman
Coach: Angie Maddy
Standing members of the Committee (Mental Health Counselor, Vice President of Student Services, Director of Human Resources, Lead Campus Safety Officer, Nurse, Title IX Coordinator, Family Crisis Center representative, if available, Athletics representative)

Other Resources

Membership - College mission statement, Committee Charter

Team Membership - Director of Student Academic Development: Stephanie Joiner
Athletics Representative: Heather Panning
Grants Director: Cathie Oshiro
Vice President of Student Services: Angie Maddy
Director of Human Resources: Jenna Hoffman
Lead Campus Safety Officer: Lucas Stoelting
Mental Health Counselor: Jakki Maser
Nurse: Jenni Bauer
Title IX Coordinator: Cheryl Brown
Family Crisis Center Representative
Terms of Office - Permanent

Evaluation - The SMART will evaluate their activities and accomplishments biennially and revised as needed.

SMART should ensure that each core responsibility and overall efforts are built with the intention to assess and evaluate the effectiveness of its work. Evaluative activities allow the SMART to identify gaps, as well as evaluate trends in campus data. SMART will use three primary tools to evaluate gaps and weaknesses:

- regular student and staff surveys to evaluate changing campus climate,
- data analysis of indicators about incidents of sexual misconduct on campus, and
- evaluation of education and training efforts.