SUPPORTING STUDENTS WHO HAVE EXPERIENCED INTERPERSONAL VIOLENCE

Welcome to the Faculty Toolkit!

We understand your lives are tremendously busy and for that reason (among others) we appreciate your willingness to partner with us to help reduce interpersonal violence, improve safety and thereby improve the quality of education available to all students.

Your influence on campus matters. We appreciate you taking the time to consider how you can incorporate prevention actions into your already existing relationships and activities on campus.

We don’t expect you to be an expert. When in doubt, submit a CARE Report!

If you aren’t sure what to do, submit a CARE report. As a faculty member, we know you value your students' well-being, but you aren't expected to know in every situation what your requirements are or what may be needed. Nor do you have the time or tools necessary to focus on a particular student's situation. When in doubt - make a report to the CARE team and they can take it from there, that's why they're there!

Thank you for taking the time to help!

-The Boise State University Coordinated Community Response Team (CCRT)

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NOTICING BEHAVIORS

In some cases, you may not be sure that something is going on, but you're noticing concerning behaviors, and you want to make sure the student is okay. Here are some behaviors to pay attention to and ideas for what you can do.

The 5 Principles of Trauma-informed Support. These principles can be helpful for responding to a wide variety of student concerns, such as mental health challenges, life stressors, or interpersonal violence.

- Prevent
- Normalize

- Notice
- Ask
- Refer

For more information:

When Students Share Personal Stress

How To Refer

Behaviors that indicate a student might be experiencing (or recently experienced) interpersonal violence

- Changes in behavior or communication
- Unusual absences
- Requests for:
    - Different seat in class
    - Room change in the residence hall
    - Extensions
    - Placement in groups that don't include a certain student
- Stepping down from leadership in a student organization
- Visible reaction to certain topics and/or visibly upset with arriving, leaving, or during class.

Ideas for how to respond

1) ***Delegate*** *assessment and response to trained professionals:*
    a) Reporting:
        - If you don't feel comfortable speaking with the student, you can submit a report on the **university's reporting website,** to have specially trained campus partners review your observations and concerns and determine next steps. Most commonly, a member of the team will reach out to the student to assess the situation and provide resources.
        - You do not need to know all of the details to submit a report

2) *Speak with the student* ***directly*** using the 5 principles of trauma-informed support*:*
    a) First, make sure there aren't other people around to ensure the student's privacy.
    b) Ask the student if they have a moment to talk. If they say no, respect this boundary. If they indicate they can, then consider proceeding as suggested below.
    c) Describe the behavior(s) you've noticed and indicate it makes you wonder about how they are doing.
    d) Ask if it would be okay if you shared some information about resources with them.
        - For example, "I've noticed that I haven't seen you in class lately, and you

used to be the first one here. It makes me wonder if there might be something going on in your life that makes it difficult to get here. How have you been doing?"
        - "I've noticed you seem tearful when you come to class. It makes me wonder if it might be helpful to talk with someone about what you're experiencing. Would it be okay if I shared some information about two places on campus that offer confidential, no-cost support for students?
    e) *<u>Important note</u>: the student may be uncomfortable sharing anything with you, and that's okay. It's not your job to collect information, and it's also not uncommon for survivors to prefer not to talk about it, especially if the trauma is recent/ongoing. Just knowing someone cares can be helpful, and they may come talk to you later.*

3) *Share information with all students:*
    a) Share a resource with all students without calling attention to the student you are concerned about.
        - For example: "I recently attended a training about resources available on campus and I wanted to share this information with all of you."
    b) Consider providing a brief description of each resource or showing a slide with more information. You can also post this handout of resources (in progress - link when ready) on your Canvas site.

<u>RESPONDING TO DISCLOSURES</u>

In some cases, a student may tell you directly or in an assignment that they have experienced or are experiencing interpersonal violence. This could include stalking, sexual assault, domestic abuse or dating violence. Here are some ideas for how you can respond.

A student shares that they were sexually assaulted, are being stalked or are in an unsafe relationship. What can I say?

1. First, gently pause to let them know you are a mandated reporter and you want to make sure they understand what this means and how it might impact them. You might say something like,
    - "Thank you for telling me, and I am sorry that happened. Please know that none of this is your fault. Before we continue, I want to let you know that I have reporting responsibilities as an employee of Boise State. If you would like to pause and talk to a confidential resource, I can connect you with Adriane in the Student Connections and Support Center or a professional in University Health Services. There are also community agencies, like WCA and Ada County Victim Services that can provide you with services."

    - "I'm so sorry to interrupt you. I care about you and want to be open with you before you share something that I might be required to report. There are policies on our campus that require me to share certain information with the Office of Compliance and Ethics. Some of the things I have to report include: if a student tells me about an incident of interpersonal violence, such as sexual assault, sexual harassment, domestic abuse or stalking. I wanted to let you know about my responsibilities so you can make an informed choice about what you want to

share with me. We can keep talking, or I can help connect you with a confidential staff member on campus who could help you report an experience to police or the university or offer a confidential space to discuss your experience and options. What would work best for you?"

- Additional sample scripts

Pausing to share your reporting obligations *allows the student to make an informed decision about what information they want to share and gives you a chance to direct them to other staff on campus or in the community who are able to offer support. Connecting students with resources is a powerful action- remember that you are not expected to be an expert or counselor!*

If the student expresses interest in confidential resources, offer to share resource information for the confidential resources below. This could look like offering a printed version of the handout, showing them where on your Canvas site this information lives, or showing them on the Boise State University website where this information can be found.

If they choose to continue telling you, or if they tell you before you are able to notify them that you are a mandated reporter (e.g., via email, in an online class, etc.), here are ideas for how to continue:

2. Validate their experience
    - "Thank you for sharing that with me, I'm so sorry that happened. Please know that none of this is your fault"
    - "It makes sense to me that you're having a hard time focusing on school right now"
    - "What you're describing is a normal reaction to what you experienced, so that's totally understandable."

3. Discuss your role and what you can do
    - Explain your reporting responsibilities (if you have not already done so)
        - "Thank you for telling me. I want you to know that I am a mandatory reporter, which means that I will be required to notify the Office of Compliance and Ethics. They will reach out to you, and if you choose to respond, they can identify supports available to help with coursework and share additional information and resources."
        - If they want to talk to a confidential resource instead, you can refer them to the Student Connections and Support Center. They can call (208) 426-4259 or, if you feel comfortable, you can offer to walk them over there during normal business hours (8am - 5pm).
    - Support their success in the class by providing flexibility
        - "You're navigating a lot right now and I want you to be able to focus on your well-being, so let's talk about ways we can work together to help you succeed in this class."
        - "I want to support you to be able to focus on your well-being right now, would it be helpful to have an extended deadline on ____ assignments? "

4. Share information about resources
    - "Thank you for sharing that with me. I'm so sorry someone did that to you. Here is information about campus and community resources just in case it's helpful."
        - Link to CCRT resource handout
        - See "Resources for Students" section below

REPORTING A TITLE IX CONCERN

Federal law requires that certain incidents be reported to the Office of Compliance and Ethics. The purpose of this is:

1. to ensure that Boise State University is creating a safe learning environment in which all students are treated with dignity and respect, and
2. to ensure that students and employees are notified of the resources available to them, such as class accommodations, housing changes, free counseling and campus no-contact orders.

Am I required to report disclosures to the Office of Compliance and Ethics?

If a student discloses that they are experiencing domestic violence, dating violence, stalking, harassment, discrimination or that they were recently sexually assaulted (on or off campus), **then yes.**

All* university employees, including all faculty, staff, and student employees, are required to report Discrimination, Harassment, or Sexual Harassment (including sexual assault, domestic violence, dating violence, and stalking) as promptly as possible.

Exception: There are confidential employees within **University Health Services and the **Student Connections and Support Center** who are NOT required to report to the Office of Compliance and Ethics.*

What is confidential versus non-confidential?

*All campus resources, including the Office of Compliance and Ethics, will work to keep information **private,** however, only certain resources are **confidential.** A confidential resource will not share any information with anyone, including law enforcement or the University, except in a few emergency situations (e.g., child abuse, elder abuse, risk of suicide or homicide). Confidential resources are also available in the community-additional information can be found below.*

Not sure if the situation needs to be reported?

If you are noticing concerning behaviors, but aren't sure what is going on (and there is no disclosure of harassment or discrimination on the basis of sex), then submitting a report to

CARE or the Student Outreach and Assistance team instead of a report to the Office of Compliance is most appropriate. We still recommend utilizing the recommendations above to provide validation, support and resources.

If you're not sure if/where to report, you can contact the Office of Compliance and Ethics for more information. You can also contact the Student Connections and Support Center for questions about how to respond supportively to a student.

For additional information related to mandatory reporting, see the Office of Compliance Mandatory Reporting Guide

Where do I report if a student discloses victimization?

Office of Compliance and Ethics

- Online reporting form available at https://www.boisestate.edu/compliance/
- Email -complianceandethics@boisestate.edu
- Phone - 208-426-1258
- In-person - 960 S Broadway Ave, University Plaza Building, Suite 250

What information do I need for the report?

You will be asked for:

- Your name
- The name of the person who disclosed to you
- Any known details of the incident
- Any known campus resources that the person has been in contact with (e.g., Dean of Students, Student Connection and Support Center)

For any questions or support in filling out the form, reach out to the Office of Compliance and Ethics.

What happens after the report is filed?

The Office of Compliance and Ethics will reach out to the student through their official university email address. The student can choose to:

1) Not respond to the emails/phone calls/text messages or tell them they are not interested in responding at this time (the student can call/respond at a later time as well, the door is always open).
2) Respond and request information about resources only (not interested in participating in an investigation).
3) Respond and request resources and information related to an investigation

How can I explain what to expect to the student if I need to file a report?

- “After I submit this report, the Office of Compliance and Ethics will contact you by email and/or phone or text message. Responding is your choice. They can help with safety concerns, counseling referrals, no-contact orders, and supports like class accommodations. They can also discuss possible next steps and available resources. If you don’t respond, they’ll stop their outreach efforts after two emails and a call, but their support is always available if you need it.”

What if I told the student I would keep it confidential and I am worried about breaking their trust?

We recognize that trust is critical, particularly to survivors, which is why this situation is so challenging. We recommend reaching out to the Student Connections and Support Center at (208) 426-4259 to discuss strategies for following up with the student.

SUPPORT FOR STUDENTS ON CAMPUS

Office of Compliance and Ethics - Supportive Measures

Assistance provided:

- Class accommodation requests (excused absences, extensions on assignment deadlines without penalty, make-up quizzes or exams, etc.)
- Help with changing parking or on-campus housing locations
- Referrals to confidential resources and five free counseling sessions for students
- University no contact orders between all parties
- Security escort services
- Increased security and monitoring in certain areas of campus
- Assistance in academic appeals
- Modifications of class schedules
- Other measures, including community and campus resource referrals and self-care information.

How to access:

- Website: https://www.boisestate.edu/compliance/
- Phone: 208-426-1258
- Email: complianceandethics@boisestate.edu
- Walk-in: 960 S Broadway Ave, University Plaza Building, Suite 250

Campus Police

Boise Police Department has a substation on campus with the Department of Public Safety.

Assistance provided:

- Answer questions about the reporting process and what the process looks like if someone decides to report
- Take an informational report (not a formal investigation, but formal documentation that contact was made with the police).
- Take a formal police report
- Share information about on and off-campus resources

Other reporting options:

- Silent Witness Form (goes to the Department of Public Safety and Boise Police Department on campus)
- RAVE Guardian App

How to access:

- Website: https://www.boisestate.edu/publicsafety-security/
- Phone: 208-426-6911
- Email: publicsafety@boisestate.edu
- Walk-in: Capitol Village #5

Confidential Resources

These are helpful resources for students who may be unsure about reporting and/or next steps, but want more information about their options and resources available.

University Health Services

- Assistance provided
  - Crisis counseling
  - Medical services
- How to access:
  - Website: https://www.boisestate.edu/healthservices/
  - Phone: 208-426-1459
  - Email: healthservices@boisestate.edu
  - Walk-in: NORCO Building, 2nd Floor

Student Connection and Support Center

- Assistance provided:
  - Crisis intervention and emotional support
  - Resources/referrals for counseling, medical and legal services, basic needs, employment, disabilities and other topics
  - Safety planning to stay safe in potentially dangerous situations and reduce future harm
  - Accompaniment when meeting with police, or the Office of Compliance and

Ethics
    - Assistance connecting with specialists who can facilitate a university-based no contact order or a Civil Protection Order
    - Information on rights and options
    - Safety planning
- How to access:
    - Website: https://www.boisestate.edu/student-connections/
    - Phone: 208-426-4259
    - Email: studentconnections@boisestate.edu
    - Walk-in: Second floor of Student Union Building, Room E 2406

SUPPORT FOR STUDENTS OFF CAMPUS

WCA (Boise)

Assistance provided:

- Emergency shelter
- Free counseling
- Case management
- Safety planning
- Civil protection order assistance

How to access:

- Website: https://wcaboise.org/
- Information hotline: 208-343-7025
- Support groups: 208-343-3688 ext. 217
- Court advocacy: 208- 343-3688 ext. 200
- Walk-in: 720 West Washington St., Boise, ID 83702

Ada County Victim Services Center (Boise)

Assistance provided

- Medical exams
- Sexual assault exams
- Counseling
- Case management
- Protection order assistance
- Safety planning
- Law enforcement reporting

How to access:

- Website: https://adacounty.id.gov/victimservices
- Phone: 208-577-4400
- Walk-in: 417 S 6th Street, Boise, ID 83702

Faces of Hope (Boise and Meridian)

Assistance provided:

- Safety planning, protection orders, and legal aid
- Short-term counseling and support groups
- Classes and case management
- Emergency assistance with food, gas, shelter, clothing, diapers, car seats, transportation to flee, lock changes, pepper spray, cell phones, and other basic necessities
- Referrals to community resources, including financial literacy classes, employment assistance, job training, food stamps, food banks, crime victims' compensation, and other public assistance programs.

How to access:

Website: https://facesofhopeidaho.org/learn-more/

Phone: 208-986-HELP (4357)

Walk-in:

- 209 West Main Street, Boise, ID 83702
- 1850 S. Eagle Rd, Ste 100, Meridian, ID 83642

Nampa Family Justice Center (Nampa)

Assistance provided:

- Provides confidential services free of charge to anyone who has experienced domestic abuse/violence, sexual assault, child abuse, elder abuse, stalking and human trafficking.
- An advocate can help victims of abuse create safety plans, file for protection orders, and locate helpful community resources.
- Assistance in Spanish is available.

How to access:

- Website: https://www.cityofnampa.us/190/Nampa-Family-Justice-Center
- Phone: 208-475-5700
- Walk-in: 1305 3rd St S, Nampa, ID 83651

Advocates Against Family Violence (Caldwell)

Assistance provided:

- Crisis services
- Emergency shelter
- Abuse resources

- Court advocacy

How to access:

- Website: https://www.aafvhope.org/
- Call 208- 459-4779 or text (208) 614-7671 for help 24 hours a day, 7 days a week
- Call 208-459-6330 for assistance during regular business hours
- Walk-in: 1508 Hope Ln, Caldwell, ID 83605

RESOURCES FOR FACULTY

Resource handouts

- Reach out to the Student Connections and Support Center for resource handouts that can be posted in your office or Canvas site!
- Phone: (208) 426-4259
- Email: studentconnections@boisestate.edu
- Walk-in: Second floor of Student Union Building, Room E 2406

Syllabi statements

One way to let students know that you care and that you are available as a resource to them is to include a statement in your syllabus. Here are some sample syllabi statements

Class presentations

Another way to help is to share information about these resources with students. Below are some ideas:

- Wellness Services "Don't Cancel That Class" Program
- Invite someone from the Student Connections and Support Center to give a bystander intervention presentation in your class

How to prepare a welcoming and supportive classroom

In addition to helping students after noticing behaviors or receiving a disclosure, providing a welcoming and supportive classroom can help create a comfortable space for students who have experienced victimization. Here are some ideas for how to prepare a welcoming and supportive classroom.

Faculty ambassadors

If you are interested in being a faculty ambassador or being involved in the Coordinated Community Response Team (CCRT), please contact studentconnections@boisestate.edu

Decision-making flowcharts

Supporting Students

