

# LAFAYETTE COLLEGE SEXUAL ASSAULT REPORTING PROCEDURES

## ■■■■ If you (or someone you know) have been ■■■■ sexually assaulted, tell someone what happened:

- Notify one of the College's Sexual Assault Counseling and Education (SACE) coordinators by pager: (610) 330-5964.
  - Notify an RA, or talk to a trusted professor or administrator.
- Talk with a counselor at the Counseling Center, or a physician at the Health Center.
- Notify the Office of Public Safety if you believe you wish to file a formal complaint.

## ■■■■ Get immediate medical attention ■■■■

## ■■■■ Preserve all physical evidence ■■■■

(For the complete policy and an expanded description of what to do, visit

[www.lafayette.edu/student\\_life/SexualMisconduct.pdf](http://www.lafayette.edu/student_life/SexualMisconduct.pdf) and [http://www.lafayette.edu/student\\_life/download\\_handbook.html](http://www.lafayette.edu/student_life/download_handbook.html))

# PROCESS

## OPTION 1 Pursue Internal (College) Disciplinary Charges

- Process will be explained by the SACE coordinator and Public Safety investigator.
- Federally mandated anonymous notice sent to campus community. Public Safety officer will consult with complainant about the content of the notice.
- Physical evidence is collected.
- All relevant witnesses are interviewed.
- Investigation may take several days to several weeks, based on circumstances.
- Depending on complexity of case and jurisdictional issues (where the assault occurred), an investigator from the Easton Police Department may assist with or lead the investigation.
- Upon completion of the investigation, report is forwarded to the Office of the Dean of Students for follow-up and adjudication by **Student Conduct Committee**.

## OPTION 2 Pursue Criminal Charges

- Process similar to College process at left, except:
- Investigation is conducted by the Easton Police with assistance from Public Safety investigator.
  - Completed investigation report is forwarded to the Office of the Northampton County District Attorney for possible prosecution.
  - Any prosecution occurs in the criminal courts.

## OPTION 3 Pursue both Internal and Criminal Charges

- Processes outlined in options (1) and (2) occur simultaneously.
- Internal and criminal adjudication processes occur independently.

## OPTION 4 Report Assault, but Choose not to Pursue Charges

- Request a "no contact" prohibition (automatic in any of the preceding scenarios).
- Federally mandated notice sent to campus community.

### → Student Conduct Committee (SCC) Hearing

- Member of Dean's staff assists complainant with bringing charges against accused student before SCC.
- SCC is composed of faculty, staff, and students, and acts as hearing panel that adjudicates alleged violations of College policy.
- SCC receives investigation report and hears witness testimony in support of and in defense of charge of sexual assault.
- Complainant and accused student attend hearing, each speaking on his/her behalf. Complainant and accused student may be accompanied by an internal college adviser throughout the hearing.
- After hearing all witnesses, SCC meets in closed session to determine if the accused student is responsible for the charges. If the student is found responsible, the SCC determines an appropriate sanction.
- The complainant and accused are notified of the outcome of the hearing as soon as it is known.

### IMPORTANT CONSIDERATIONS

- Counseling is strongly encouraged in all cases.
- Medical treatment is recommended as appropriate.
- The Easton Police Department and the Northampton County District Attorney's Office are notified of all sexual assault cases reported to the Office of Public Safety and receive copies of all investigative reports.
- Complainant may elect to continue with the internal complaint process or stop at any time; however, any delay in the investigation may result in losing evidence and/or testimony that is not collected in a timely fashion.
- Complainant may choose not to participate in the formal process and instead decide to approach staff in the Counseling Center and/or Health Center directly. These communications are strictly confidential and protected by law.