

» WHAT IS SEXUAL MISCONDUCT?

Those examples listed in the policy statement: rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, and domestic violence.

Other specific examples include, but are not limited to:

- Unwelcome physical contact such as touching
- Persistent, unwelcome requests for sexual contact
- Requests for sexual contact from someone who grades, advises, or supervises you
- Sex-related behavior accompanied by promise of reward or threat of harm
- Unwelcome sexual remarks about a person’s clothing, body, sexuality, or sexual orientation
- Offensive sexual questions, jokes, and stories
- Display of sexually offensive posters, pictures, words or messages
- Introduction of sexually explicit material into the classroom or workplace without an educational or work-related purpose
- Retaliation for making a complaint of sexual misconduct

NON-DISCRIMINATION POLICY NOTICE

Northwestern Michigan College is committed to a policy of equal opportunity for all persons and does not unlawfully discriminate on the basis of race, color, national origin, religion, disability, genetic information, height, weight, marital status or veteran status in employment, educational programs and activities, and admissions. [nmc.edu/nondiscrimination](http://nmc.edu/nondiscrimination)

1701 E. Front Street | Traverse City, MI 49686-3061  
(231) 995-1000 | (800) 748-0566 | [www.nmc.edu](http://www.nmc.edu)

ADDITIONAL SUPPORT AND RESOURCES

For Students

- Short-term counseling services as well as referral services: Student Life Office, (231) 995-1118
- Safety concerns on NMC’s campus: Jim White, Assistant Director of Campus Safety and Security, (231) 995-1939
- Health concerns: Renee Jacobson, Director of Student Health Services, (231) 995-1255
- Employees with health insurance have mental health

For Everyone (24 hour phone numbers and services)

- Traverse City Police Department: 911 or (231) 995-5150
- Women’s Resource Center: (231) 941-1210
- Third Level Crisis Center: (231) 922-4800
- Northern Lakes Community Mental Health 24-hour emergency services: (231) 922-4850
- Munson Medical Center SANE (Sexual Assault Nurse Examiner Program for Rape Survivors): (231) 935-6333

SEXUAL MISCONDUCT: Policies & Procedures »

POLICY STATEMENT

Northwestern Michigan College (NMC) prohibits sexual misconduct, which includes, but is not limited to: rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, and domestic violence.

Sexually violent acts, termed sexual misconduct by NMC, are violations of NMC’s Student Rights and Responsibilities and can be crimes as well.

REPORTING SEXUAL MISCONDUCT

You may report sexual violence, sexual assault, sexual harassment or stalking to the Vice President of Enrollment Management and Student Services, the local police department or to any college employee who provides direct services to students, such as, but not limited to, vice presidents, deans, department chairs, directors, coaches, and advisors. You also may report to any college employee whose role you reasonably believe indicates an authority or responsibility to take action or redress the harassment.

If you are a student and report your concern to a college employee, employees have a responsibility to inform the Title IX Coordinator that the incident occurred, even if you are choosing to remain anonymous.

If you are an employee and report your concern to your supervisor, your supervisor is required to report the information to the Title IX Coordinator.

REPORTING OPTIONS

Title IX Coordinator:  
Ms. Vicki Cook  
Vice President of Finance & Administration  
(231) 995-1144

*Additional option for students:*  
Dr. Chris Weber  
Vice President of Enrollment Management & Student Services  
(231) 995-1046

*Additional option for all employees, applicants, board members, volunteers, or contractors:*  
Mr. Aaron T. Beach  
Director of Human Resources  
(231) 995-1342

PROCEDURES FOR ADDRESSING SEXUAL MISCONDUCT

When the victim chooses, or NMC believes it necessary, the Title IX Coordinator will initiate an impartial investigation, which may lead to the imposition of sanctions, based on a preponderance of evidence (what is more likely than not), upon an accused individual.

An investigation will normally include conferring with the parties involved, as well as any named or possible

witnesses. The investigation will be completed within 30 calendar days of the complaint being filed. The Title IX Coordinator shall be responsible to ensure that the investigation is conducted fairly, promptly, and thoroughly. Complaints of discrimination and/or harassment will be treated as confidentially as possible. Procedures detailing the investigation and resolution processes of NMC can be found online:

- nmc.edu/policies
- D-702.01 - Discrimination and Harassment Complaint Procedure
- D-602.05 - Student Sexual assault

If the victim wishes to access local community agencies and/or law enforcement for support, NMC will assist the victim in making these contacts. The Title IX Coordinator will offer assistance to victims in the form of opportunities for academic accommodations, changes in housing for the victim or the responding student, changes in working situations and other assistance as may be appropriate and available (such as no contact orders, campus escorts, transportation assistance, targeted interventions, etc.). No victim is required to use these services and resources, but NMC provides them in hope of offering help and support.

In any complaint of sexual assault, stalking, dating violence, domestic violence or other behavior covered under the federal law, Title IX, the person bringing the accusation and the responding party are entitled to the same opportunities for a support person or advisor of their choice throughout the process, including any meeting, conference, or other procedural action.

Once complete, the parties will be informed, in writing, of the outcome. All parties will be informed of the NMC appeal processes, and their rights to exercise a request for appeal. Should any change in outcome occur prior to finalization, all parties will be timely informed in writing, and will be notified when the results of the resolution process become final.

PRIVACY

Information received by NMC in connection with the filing, investigation, and resolution of allegations will be treated as private. NMC will disclose your information on a limited basis and only as needed to properly and thoroughly conduct an investigation, for the purposes of addressing conduct or practices that are in violation of the policy, or when required to do so by state or federal laws.

