

Sexual Misconduct Report Form

Sexual Misconduct includes: Sexual Violence, Stalking, Dating and Domestic Violence, and Gender-Based Harassment

Please indicate whether this is an Anonymous or Formal Report:

Anonymous Report: Any individual (*excluding a Campus Security Authority (CSA)/Responsible Employee) may make an anonymous report concerning an act of sexual misconduct. An individual may report the incident without disclosing his/her name, identifying the respondent or requesting any action. Depending on the level of information available about the incident or the individuals involved, however, the college's ability to respond to an anonymous report may be limited.

*Campus Security Authorities/Responsible Employees are not permitted to report anonymously. A CSA/Responsible Employee must complete a Formal Report.

Please return your Anonymous Report in a sealed envelope to the Director of Campus Safety, Department of Campus Safety, James House, 541 Main Street, New London, NH 03257. All reports will go to the Title IX coordinator.

Formal Report: This report will initiate a Title IX investigation; however, the Complainant may choose at any time not to participate in the process. Before using this form to report an incident/assault that has been discussed with you, inform the individual of your obligation to complete this form and offer to complete the form together.

As an institution, it is our goal to determine the details of these types of incidents so that we may direct people to the appropriate resources and offer assistance wherever possible. In addition, we hope that having a greater understanding of what happens on campus will benefit our community as we try to design and implement future educational and intervention efforts.

Please return your Formal Report in a sealed envelope to the Title IX Coordinator or a Deputy Coordinator.

- Are you reporting an incident/assault that happened to you or an incident/assault discussed with you?
 - Incident/assault happened to me (Please skip to question 4)
 - Incident/assault was discussed with me by the Complainant
 - Incident/assault was discussed with me by a friend of the Complainant
- Reporter(**Formal Report ONLY**): _____ Phone: _____
- When did the Complainant first discuss the incident/assault with you?

- Did incident occur while the Complainant was enrolled at Colby-Sawyer?
 - Yes
 - No

5. Complainant's Sex _____ Gender Expression _____ Race _____
Age _____ Year in School _____

6. Complainant's Residence: _____

- Residence Hall Cottage Lane Duplex Off Campus

7. Location of incident/assault

On-Campus (check appropriate response below)

- Residence Hall CSC Owned or Controlled Property (not a residence hall) Off Campus

8. Describe location of incident/assault (name of building, street, etc.):

9. Time and Date of incident/assault: _____

10. Was the incident/assault associated with an organized event (campus sponsored or not)?

- No Yes, Please specify: _____

11. Describe the incident/assault (check all that applies):

- Sexual Harassment
 Sexual Contact (fondling, kissing, petting, but not penetration) without consent
 Attempted intercourse without consent (penetration did not occur)
 Intercourse (oral, anal, or vaginal penetration by penis or other object) without consent
 Exposure of the accused genitals without consent
 Dating/Domestic Violence
 Stalking
 Other (please describe) _____

12. Was either party under in influence of alcohol or other drugs at the time of the incident/assault?

Complainant: Alcohol? Yes No Unsure Other Drugs? Yes No Unsure

Accused: Alcohol? Yes No Unsure Other Drugs? Yes No Unsure

13. Describe the pressure or force used by the a accused (Check all that apply):

- Verbal pressure or arguments
 Position of authority (supervisor, professor, college administrator, etc.)
 Threat of physical force (with or without weapon)
 Use of physical force (hit, held down, etc.)
 Gave the Complainant alcohol or drugs resulting in significant incapacitation
 Complainant was unconscious or blacked out during incident/assault

- Complainant suspects that "date rape drugs" were involved in the incident/assault
- Other (please describe) _____

14. Was a weapon used in the incident/assault?
 No Yes, type: _____

15. Number of those who are accused: _____ Description of accused:

16. Status of accused:
 Student Faculty Staff No campus role Unknown

17. Describe the nature of the relationship of the accused to the Complainant prior to the incident/assault:
 Stranger Spontaneous date (i.e. met at bar or party) Planned first date
 Romantic acquaintance/on-going relationship Friend or nonromantic acquaintance
 Relative Other (describe) _____

18. Other departments at Colby-Sawyer the Complainant has reported this incident/assault to or discussed it with:

19. Other individuals at Colby-Sawyer the Complainant has talked with about this incident
 Friend AC/RA Faculty member Staff member Other _____

20. Did you refer the Complainant to other resources on or off campus?
 No Yes, (describe) _____

21. Does the Complainant want to be contacted by a Campus Counselor? _____

22. Name of Complainant(**Formal Report ONLY**) _____

23. How to contact Complainant(**Formal Report ONLY**) _____

FILING YOUR REPORT

Anonymous Report: Please return your report in a sealed envelope to the Director of Campus Safety, Department of Campus Safety, James House, 541 Main Street, New London, NH 03257

Formal Report Please return the report in a sealed envelope to the Title IX Coordinator, Robin Davis or Deputy Coordinators, Mary McLaughlin (students), Laura Alexander (faculty) or Heather Zahn (staff).

Confidential Resources and Support

On-Campus:

Baird Health and Counseling Center

(603) 526-3621

Counselors are available during regular office hours. Riverbend Counselors are available after hours and can be reached at 1-844-743-5748 or by contacting Campus Safety at 603-526-3300.

For Employees:

Employee Assistance Plan

(800) 828-6025

Off Campus

Crisis Center of Central New Hampshire

1-866-841-6229

The CCNH provides confidential crisis counseling 24 hours a day relating to rape or sexual assault via its 24-Hour Crisis Line.

Title IX/Sexual Misconduct Policy: For more information on Colby-Sawyer policies, procedures and resources related to incidents sexual misconduct, please visit: <http://colby-sawyer.edu/assets/citizenship/sexual-misconduct-policy.pdf>