



## Explanation of Rights, Resources, and Procedures For Victims and Survivors of Dating Violence, Domestic Violence, Sexual Assault, and Stalking

Iowa State University's Explanation of Rights, Resources, and Procedures (Explanation of Rights) was specifically created to aid and educate student victims/survivors of dating violence, domestic violence, sexual assault, and stalking. For simplification within this Explanation, these types of acts are referred to as: "DVSAS".

**Applicability:** This Explanation of Rights applies to ISU students who are DVSAS victims/survivors, as these acts are defined in "[Safety and You](#)" and they are also covered by Title IX of the Education Amendments of 1972. The rights described below apply to you regardless of whether the DVSAS incidents occur on or off campus. This Explanation of Rights applies equally to all students regardless of the sex, gender, sexual orientation, gender identity, or gender expression of any of the individuals involved.

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**Immediate Health and Safety Concerns:** If you have experienced a DVSAS, please first secure your safety and then consider additional options.

- **Personal Safety:** If you are experiencing a continuing or imminent threat to your safety, **call 911** for immediate police assistance. Local law enforcement can assist you in addressing immediate safety concerns without requiring you to file a criminal report.
- **Medical Attention:** Call 911 if you think you need immediate medical transport (i.e., an ambulance) or go to the nearest Emergency Department. Names and contact information for Ames-area hospitals and clinics are listed on the last page of this document. Benefits of receiving prompt medical attention:
  - Safeguarding your physical health by receiving medical treatment for injuries and/or sexually transmitted infections.
  - Collecting and preserving physical evidence. By preserving evidence, you are keeping options available, should you later decide to pursue legal recourse.
  - Assisting in the healing process. Acknowledging that you are not to blame for what happened and taking proactive steps is empowering.
- **Emotional Support:**
  - [Assault Care Center Extending Shelter and Support \(ACCESS\)](#) are confidential service providers who offer emotional support to DVSAS victims. ACCESS services include safety planning, rights information, criminal and legal advocacy (including support in attaining protections in immigration matters), referrals to community resources, and support when interacting with medical providers or law enforcement personnel. ACCESS has two 24/7 crisis lines: Sexual Abuse Program lines: 515.29.ALERT; 800.203.3488 and/or Domestic Abuse Program lines: 515.292.0519; 855.983.4641.
  - ISU [Student Counseling Services](#) is a unit within the Division of Student Affairs. Student Counseling Services is a primary mental health agency for students on the ISU Campus. Their staff is available for consultation and outreach programming and can be reached at 515.294.5056.
  - Additional information on University support for emergencies and student crises can be found on the [Student Assistance](#) webpage through the [Dean of Students Office](#).

## **Victim/Survivor Rights.**

- **Right to Choose from Reporting Option.**
  - **Take no action.** You have the right not to report to any third party. Choosing to take no action does not prohibit you from seeking medical attention.
  - **Anonymously Report.** You may complete an anonymous reporting form through the [Story County Sexual Assault Response Team \(SART\) here](#). ACCESS also provides information and support to anonymous callers and clients.
  - **File a Report with Law Enforcement.** Always call 911 if it is an emergency. You are encouraged, and have the right to report to Law Enforcement.
    - **On Campus Reports.** To discuss filing a criminal report and/or requesting a criminal investigation regarding a DVSAS that occurred *on* campus, contact the [ISU Police Department's non-emergency](#) at 515.294.4428. Remember, you can talk with law enforcement without having to file a criminal report. However, please understand that law enforcement is *not* a confidential resource.
    - **Off Campus Reports.** If the crime occurred *off* campus, call law enforcement in that jurisdiction. The [Ames Police department's non-emergency](#) number is 515.239.5133. The [Story County Sheriff's Office's non-emergency](#) number is 515.382.6566.
  - **Report to the University.**
    - **Title IX Coordinator / Office of Equal Opportunity.** To pursue remedies with respect to another ISU student, an employee, or University contractor, you should contact ISU's Title IX Coordinator/Office of Equal Opportunity at 515.294.7612; or email at [eooffice@iastate.edu](mailto:eooffice@iastate.edu). The Title IX Coordinator is responsible for accepting and investigating complaints. You may discuss an issue or concern without having to file a complaint. However, the Title IX Coordinator/Office of Equal Opportunity will evaluate requests for confidentiality with the need to address campus safety and/or systemic issues.
    - **Dean of Students Office.** The victim/survivor has the right to report through various offices within the Dean of Students Office, including: [Student Assistance](#) and/or the [Office of Judicial Affairs](#) (515.294.1020; [dso-sas@iastate.edu](mailto:dso-sas@iastate.edu)).
- **Right to Have Evidence Preserved.** Even if you decide not to pursue administrative or legal action, you have the right to preserve evidence. Any of your personal items touched by your assailant may contain evidence. The preservation of evidence may strengthen investigations, which may result in a better chance of holding the accused responsible for the crime or obtaining a restraining order. Evidence may include the clothing you were wearing at the time, a record of threatening text messages and emails, or bodily fluids. Electronic communications and data such as e-mail, texts, photos and social media posts, are often helpful in supporting your case. For sexual assaults specifically: (a) a medical examination is often instrumental in preserving key evidence; and (b) evidence collection is provided free of charge in Iowa up to 120 hours after the sexual assault occurred. So long as you are within the statute of limitations, you can always change your mind and decide to file a criminal report. Contact Law Enforcement for additional information about medical and physical evidence preservation.
- **Right to Assistance in Reporting.**
  - **ACCESS Advocates.** ACCESS can help you make a report to any University or community official. You may bring an ACCESS advocate with you to report. An ACCESS advocate is confidential. An advocate can help you raise common concerns and can help explain the process.

- [Student Assistance](#). Student Assistance provides guidance in how to make reports to law enforcement, and can also provide information about additional resources. Please note that Student Assistance Staff do not attend interviews with police or the Title IX Coordinator/Office of Equal Opportunity unless there is an issue about safety planning or accommodations of university academic, housing or business matters.
- Right to Have Support Person Present. Victims/survivors have the right to have a support person of their choice (ACCESS advocate, close friend, etc.), present at the investigation and proceedings of the University Offices. At all meetings involving law enforcement, medical professionals, or the criminal justice system, a victim has the right to an Advocate from ACCESS. Another chosen support system may also be allowed to attend, depending on the nature of the proceeding.
- Right to Access Services of Agencies and Offices.
  - Law Enforcement. Law enforcement agencies ([ISU Police](#), [Ames Police](#), and [Story County Sheriff](#)) will provide assistance with the following measures:
    - Safety Planning. Law enforcement can provide victims/survivors information on safety planning strategies. This information can be requested without providing identifying information.
    - No Trespass Orders. If you are a student on campus, and the assailant has no connection with the campus, you may request ISU Police issue a no trespass order under which an assailant who violates the order may be arrested and charged with trespassing.
    - Issuing No-Contact Directives. If you are a student on campus, you may request information from ISU Police about no-contact directives.
    - Provide Information about the Process for a Criminal No Contact Orders. Law enforcement can assist in explaining the criminal process to the victim/survivor, but it is the court which ultimately decides whether to issue a criminal no contact order.
  - [ISU's Student Assistance and Outreach Services](#). The Student Assistance and Outreach Services is a resource and contact for accommodations, including accommodations related to safety, referrals for resources, academic needs, and housing arrangements. To minimize disruption of the lives of student victims/survivors, the ISU Student Assistance and Outreach Services assists with exploring interim actions on campus. Student Assistance can provide information about the following services:
    - Facilitating communication with any other ISU offices that will promote student safety or support.
    - Connecting students with ACCESS which provides advocacy, support, and counseling.
    - Facilitating changes to on-campus housing assignments.
    - Discussing academic options, such as contacting faculty regarding absences, assignments, and exams.
    - Communicating with employers, internship supervisors, and club/team advisors as needed.
    - Additional supportive options may be explored on a case-by-case basis.
  - [ACCESS](#). ACCESS provides free and confidential information and support. ACCESS can assist in filing a civil restraining order (a victim/survivor can only get a criminal no contact order if criminal charges are filed).
  - [ISU Office of Judicial Affairs](#). The Office of Judicial Affairs (OJA) further assures that there is equity in process for both complainants and respondents. OJA strongly encourages students to report DVSA as soon as possible. This is true even if the student with a complaint or a witness may have concern that

his or her own alcohol or drug use, or other prohibited activity were involved. OJA will not pursue disciplinary violations against a student with a complaint or a witness for his or her improper use of alcohol or drugs if the student is making a good faith report of sexual misconduct. OJA has authority to take interim action against students accused of misconduct as provided in Section 5.5 of the [Student Disciplinary Regulations](#). Interim actions include:

- Interim suspension
- No contact notices
- Interim removal from student housing
- Additional actions may be explored on a case-by-case basis.

- Right to Administrative Procedures. Different administrative procedures will apply, depending on the status of the accused (i.e., whether they are a fellow student, an employee, or third party). In all cases the University provides a fair and impartial investigation, and strives to provide prompt resolution consistent with the circumstances. University employees and adjudicators handling DVSAS complaints receive annual training in handling such cases. Complainants and the accused are provided the same opportunity to have others present during the proceedings, and will be simultaneously informed of the proceedings, outcomes and rights of appeal.
  - Accused is a Student. The disciplinary process for students is described in the Student Disciplinary Regulations. A violation of the [Sexual Misconduct Policy](#), which covers DVSAS, is a violation of the [Student Disciplinary Regulations \(SDR\)](#). A student found responsible for engaging in DVSAS may be expelled from the University. Lesser sanctions may be imposed depending on the circumstances and the severity of the violation. The SDR itself spells out many of the rights DVSAS victim/survivors have, including the:
    - Right to ask for interim measures
    - Right to participate in the disciplinary process
    - Right to have others present during student conduct hearings
    - Right to learn the final result of any student disciplinary case.
    - Right to receive simultaneous notice of events and news relating to student conduct cases
    - Right to appeal the outcome of a student conduct proceeding
    - Right to have trained individuals handling student conduct cases
  - Accused is a University Employee. The disciplinary process for university employees depends on the status of the employee (e.g., Graduate Assistants, Faculty, Professional & Scientific, Merit: Supervisory and Confidential, Merit: Collective Bargaining Covered, or Contract Employee). An employee found responsible for engaging in DVSAS may have his/her employment terminated. Lesser sanctions may be imposed depending on the circumstances and the severity of the violation.
  - Accused is a Contractor Employee. As a state agency, ISU enforces non-discrimination provisions against its contractors. Complaints against employees of contractors should be filed with the Title IX Coordinator/Office of Equal Opportunity. The University reserves the right to terminate the contracts of contractors which do not take responsible action in response to their employees' criminal acts.
  - Accused is a Member of the General Public. ISU has the authority to ban persons from the campus who commit criminal acts or otherwise violate University policies. This process can be initiated by contacting ISU Police. They can assist in ordering persons off of campus pursuant to Iowa Code (681 IAC §13.19(262)). We recommend also contacting any additional law enforcement agencies that may have authority, such as the police or sheriff's department in the jurisdiction where the act took place.

- Right to Confidentiality. The University will honor victim/survivor wishes regarding confidentiality to the best of its abilities and to the greatest extent permissible by law. The victim/survivor’s interests in confidentiality must be weighed against public safety. Additionally, even those resources who strive to maintain confidentiality may be compelled, by law, to share information (for example, if they are a mandatory reporter of child or elder abuse; if they are ordered to do so by a subpoena, warrant, or court order).
  - Internal Communications. Although the University will not publicly disseminate DVSAS reports, there are individuals within the University with whom such report must be shared for the University to comply with legal requirements (e.g., record keeping and safety concerns).
  - Timely Warnings. When appropriate and/or required by law, the ISU Police may be compelled to issue timely warnings. When a timely warning is issued as required by law ([the Clery Act](#)), the name of the victim/survivor and other personally identifying information will not be provided to the public.
  - Safeguarding Confidentiality. Victims/survivors who are particularly concerned about confidentiality should consider initially contacting one of the confidential resources listed below.
  - Confidential Resources. The following individuals are confidential resources because they have an obligation to protect confidentiality under the law: (1) ACCESS; (2) Medical professionals (Student Health, Mary Greeley, etc.); and (3) ISU Student Counseling Service staff.
  - Non-Confidential Resources. The following individuals are not confidential resources because they may have reporting duties to other university offices or individuals:
    - ISU Police Officers and Police Administrators
    - Title IX Coordinator and Deputy Title IX Coordinators through the Office of Equal Opportunity
    - Office of Judicial Affairs staff (student judicial staff)
    - Student Assistance Office staff
    - Faculty
    - Community Advisers (CA’s and Hall Directors).
- Right to Access Available Resources for Assistance. Victims/survivors have the right to be notified, in writing, of existing resources for counseling, mental health, health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available both on campus and in the community. Below is contact information for on and off campus resources.

## On Campus Resources

\*notes confidential resources

\*\*ISU Online Campus Map accessible at: <http://www.fpm.iastate.edu/maps/>

### ISU Police Department

Armory Building, Room 55  
 Ames, IA 50011  
 For emergencies, call 911  
 Non-Emergencies: 515.294.4428  
<http://www.police.iastate.edu/>

### Title IX Coordinator/Office of Equal Opportunity

3350 Beardshear Hall  
 Ames, IA 50011  
 Phone: 515.294.7612  
 Email [eooffice@iastate.edu](mailto:eooffice@iastate.edu)  
<http://www.eoc.iastate.edu/>

### Thielen Student Health Center\*

2260 Thielen Student Health Center,  
 Ames, IA 50011-2260  
 Phone: 515.294.5801  
<http://www.cyclonehealth.org/>

**Student Assistance & Outreach Services**

1010 Student Services Building  
Ames, IA 50011  
Phone: 515.294.1020  
Email: [dso-sas@iastate.edu](mailto:dso-sas@iastate.edu)  
<http://www.dso.iastate.edu/sa>

**Lesbian Gay Bisexual Transgender Student Services Office (LGBTSS)**

1064 Student Services Building  
Ames, IA 50011  
Phone: 515.294.5433  
Email: [lgbtsscenter@iastate.edu](mailto:lgbtsscenter@iastate.edu)  
<http://www.dso.iastate.edu/lgbtss/>

**International Students and Scholars Office**

3248 Memorial Union  
Ames, IA 50011-1130  
Phone: 515.294.1120  
Email: [isso@iastate.edu](mailto:isso@iastate.edu)  
<https://www.isso.iastate.edu/>

**Office of Judicial Affairs**

1010 Student Services Building  
Ames, IA 50011  
Phone: 515.294.1020  
Email: [dso-sas@iastate.edu](mailto:dso-sas@iastate.edu)  
<http://www.dso.iastate.edu/ja>

**Margaret Sloss Women’s Center**

205 Sloss House  
Ames, IA 50011-1220  
Phone: 515.294.4154  
Email: [womenctr@iastate.edu](mailto:womenctr@iastate.edu)  
<http://www.dso.iastate.edu/wc/>

**Office of Student Financial Aid**

0210 Beardshear Hall  
Ames, IA 50011-2028  
Phone: 515.294.222  
<http://www.financialaid.iastate.edu/>

**Student Counseling Services\***

3<sup>rd</sup> Floor Student Services Building  
Ames, IA 50011  
Phone: 515.294.5056  
<http://www.counseling.iastate.edu/>

**Student Legal Services**

0367 Memorial Union  
Ames, IA 50011  
Phone: 515.294.0978  
<http://www.dso.iastate.edu/sls>

**Story County SART**

168 Armory  
Ames IA 50011-3034  
Phone: 515.294.3116  
Email: [sart@iastate.edu](mailto:sart@iastate.edu)  
<http://www.police.iastate.edu/sart/sexual-assault>

**Off Campus Resources**

\*notes confidential resources

**ACCESS\***

**Sexual Abuse Program Line (24/7):**  
Phone: 515.29.ALERT or 800.203.3488  
**Domestic Abuse Program (24/7):**  
Phone: 515.292.0519; 855.983.4641  
Email: [access@assaultcarecenter.org](mailto:access@assaultcarecenter.org)  
<https://www.assaultcarecenter.org/>

**Ames Police Department**

515 Clark Avenue  
Ames, IA 50010  
Phone: 515.239.5133  
<http://www.cityofames.org/index.aspx?page=156>

**Story County Sheriff’s Department**

1315 South B Ave.  
Nevada, IA 50201  
Phone: 515.382.7458  
<https://www.storycountyiowa.gov/index.aspx?NID=112>

**Mary Greeley Medical Center\***

111 Duff Avenue  
Ames, IA 50010  
Phone: 515.239.2011  
Email: [yourhealth.mgmc@mgmc.com](mailto:yourhealth.mgmc@mgmc.com)  
<http://www.mgmc.org/>

**Story County Medical Center\* South Campus**

640 South 19th Street  
Nevada, IA 50201  
Phone: 515.382.2111  
Email: [info@storymedical.org](mailto:info@storymedical.org)  
<http://www.storymedical.org/>

**Planned Parenthood of Ames\***

2530 Chamberlain Street  
Ames, IA 50014  
Phone: 515.292.1000  
<http://www.plannedparenthood.org/health-center/iowa/ames/50014/ames-center-2385-90380>

**The Legal Aid Society of Story County**

937 6th Street  
Nevada, IA 50201  
Phone: 515.382.2471  
<http://www.legalaidstory.com/>

**Sexual Abuse Crisis Line**

1.800.203.3488

**Domestic Violence Crisis Line**

1.855.983.4641

**Additional information and resources are available here:** <http://www.dso.iastate.edu/sexualmisconduct/> and <http://www.dso.iastate.edu/resources>