



University of Colorado  
Colorado Springs

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## **OFFICE OF INSTITUTIONAL EQUITY REPORTING INFORMATION AND STATISTICS 2018-2022<sup>1</sup>**

The University of Colorado Colorado Springs (UCCS) does not discriminate on the basis of race, color, national origin, sex, pregnancy, age, disability, creed, religion, sexual orientation, gender identity, gender expression, marital status, veteran status, political affiliation or political philosophy in admission and access to, and treatment and employment in, its educational programs and activities.

The Office of Institutional Equity (OIE)<sup>2</sup> administers the University of Colorado (CU) Sexual Misconduct, Intimate Partner Violence and Stalking Policy; the UCCS Discrimination and Harassment Policy; and the CU Policy on Conflict of Interest in Cases of Amorous Relationships (Applicable Policies).<sup>3</sup> Additionally, the OIE is responsible for addressing allegations of any form of related misconduct, including retaliation, as prohibited by university policies, and applicable state and federal laws.

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<sup>1</sup> For this period, the OIE tracked data per calendar year. Starting in 2023, the OIE tracks data by semester and future annual reports will reflect this change.

<sup>2</sup> [Office of Institutional Equity \(uccs.edu\)](https://uccs.edu)\*Current policies and resolution procedures posted, and are reviewed at least annually. Previous versions are available upon request to [equity@uccs.edu](mailto:equity@uccs.edu).

<sup>3</sup> University of Colorado Sexual Misconduct, Intimate Partner Violence and Stalking Policy (APS 5014), online at <https://www.cu.edu/ope/aps/5014>

University of Colorado Colorado Springs Discrimination and Harassment Policy UCCS 300-017, online at [2023\\_SEP\\_5\\_300-017\\_Discrimination\\_and\\_Harassment\\_Policy\\_\(APPROVED\).pdf \(uccs.edu\)](https://uccs.edu/2023_SEP_5_300-017_Discrimination_and_Harassment_Policy_(APPROVED).pdf)

University of Colorado Conflict of Interest in Cases of Amorous Relationships (APS 5015), online at <https://www.cu.edu/ope/aps/5015>

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## **OIE MISSION, VALUES, AND OPERATIONS**

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The OIE's mission is to foster a safe, inclusive, and accessible environment. Utilizing a comprehensive and integrated approach, the OIE addresses all reports of sexual misconduct, protected class discrimination and harassment, and conflicts of interest in cases of amorous relationships. Additionally, the OIE facilitates case resolutions, education, supportive and safety measures, and supports the processes for student and employee accommodations, including for pregnancy and pregnancy-related conditions, and religion. To achieve this mission, the OIE utilizes fair and unbiased processes and treats all individuals who seek our assistance with respect and dignity. Please refer to the OIE Resolution Procedures<sup>4</sup> for detailed information about the OIE's operations.

OIE affirms the UCCS Core Values<sup>5</sup> as foundational to providing an open, safe, and supportive campus environment based on mutual respect.

### **PREVENTION, EDUCATION, AND OUTREACH**

In addition to responding to reports of prohibited conduct, the OIE is also tasked with ensuring there is ongoing training and education regarding reporting and preventing sexual and other discriminatory misconduct, for all students, employees, and volunteers (campus community members). The OIE provides training to employees and volunteers through modules online via Skillsoft, and in-person as requested or in response to trends in reports received by the OIE. The OIE collaborates with the Dean of Students Office and other offices that interface directly with students, to assure students receive information about supportive and safety measures, reporting and resolution options, and resources related to incidents of conduct prohibited under the policies administered by the OIE, including sexual misconduct, protected class discrimination and harassment, conflicts of interest in cases of amorous relationships, and related misconduct (including retaliation).

All UCCS faculty, staff, and student employees are required to take the Skillsoft training, "UCCS Discrimination and Harassment, and Sexual Misconduct" within 60 days of hire. Incoming UCCS students also receive training on these and other topics including personal safety strategies, healthy and unhealthy relationships, alcohol and drug use, and bystander intervention, as part of their Gateway Program Seminar (GPS) Gateway Days "#SmartMove UCCS" campaign, before the start of the fall semester. The OIE partnered with the Office of the Dean of Students to record this training and it was shared by GPS instructors during their GPS courses in Fall 2022. Additionally, the training is posted online: [SmartMove UCCS | Office of the Dean of Students](#). \*The OIE acknowledges that "marital status" was added as a protected class on August 07, 2023. The OIE communicates updates in policies, resolution procedures, and other resource and safety information each semester via e-mail to the entire campus community.

To complement the online training for all employees and the specific training directed toward incoming students, the OIE also offers customized trainings to the campus community. These trainings are typically presented to classes, student organizations, new employee orientations, and departments where the OIE can tailor presentations based on topic and need. Since 2018, the OIE has provided in-person trainings that cover OIE's services, scope, and resources, to the following groups (at least annually, unless otherwise noted):

- New employee orientation sessions (monthly)
- Faculty orientation

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<sup>4</sup> <https://equity.uccs.edu/> (Policies and Procedures) \*Current procedures are posted. Previous versions are available for review upon request.

<sup>5</sup> <https://www.uccs.edu/mission>






- Campus housing staff, including Resident Assistants (RAs)
- Greek Life
- Athletics (e-mail every semester to all athletes, coaches, and support staff)
- UCCS Police Department
- Student Employment
- Army Reserve Officer Training Corps (ROTC)

Examples of training requested for specific audiences include Facilities staff, Dining and Hospitality staff, Nursing faculty, Supervisory staff in the College of Letters, Arts, and Sciences (LAS), Recreation Center staff, Wellness Center staff, and specific athletics teams.

The OIE must also ensure all of their staff members are thoroughly trained. Each year, OIE staff members collectively complete over 40 hours in individual trainings. Trainings staff have completed since 2018 covered topics including civil rights investigator training, sexual misconduct (including Title IX regulation compliance), protected class discrimination and harassment, employment matters, trauma-informed services, freedom of expression and constitutional compliance, and restorative justice.

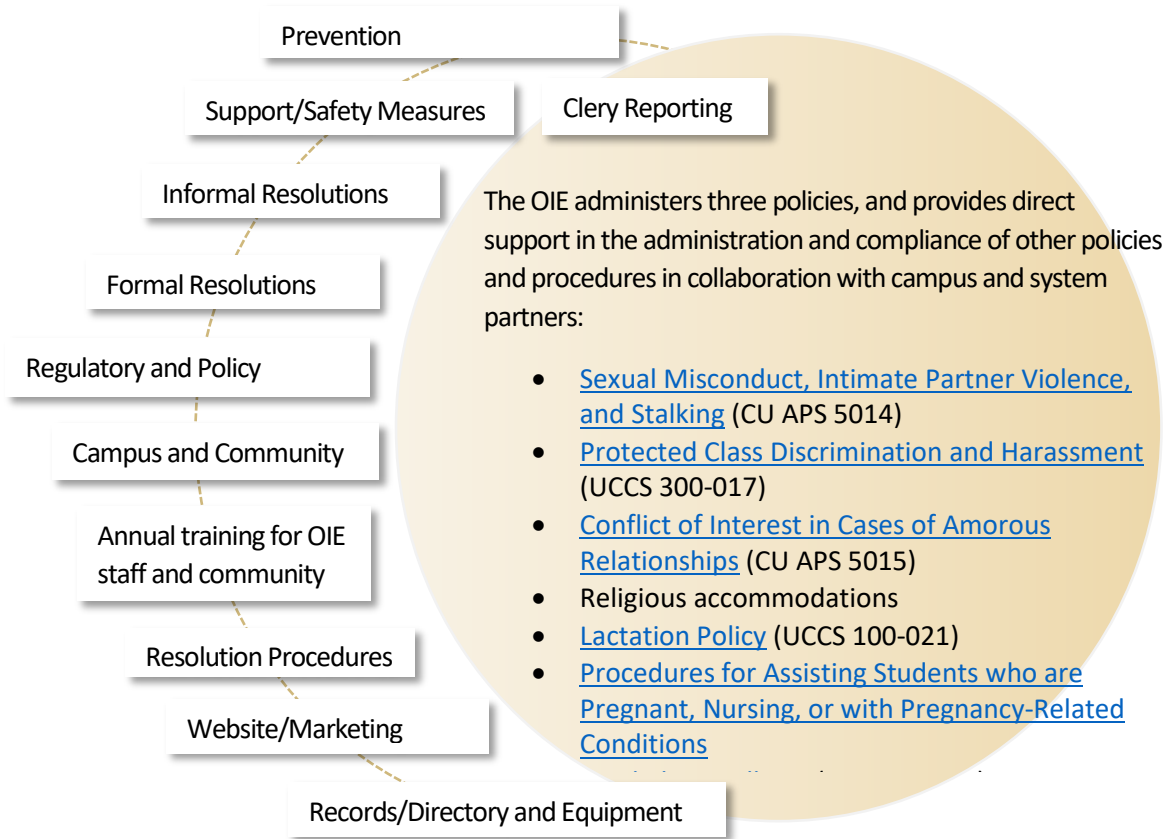
### STRATEGIC PLAN

The OIE’s Strategic Plan 2026 focuses on realizing the OIE’s mission through updating our protocols, building staffing and resources, increasing collaboration, increasing our prevention training and outreach, and building our capacity through a digital records management system to more efficiently gather and report comprehensive data. Achievement of each of these goals will improve OIE’s ability to support our campus community and respond nimbly to needs and priorities as they evolve. The work of the OIE supports [UCCS’s 2030 Strategic Plan](#), primarily in Learning, Engagement, and Belonging. We also support [CU’s 2021-2026 Strategic Plan](#), particularly under Pillar 1: Affordability and Student Success, in the focus area of Campus Wellness & Mental Health.

<div style="display: flex; flex-wrap: wrap; justify-content: space-around;"> <div style="text-align: center; margin: 10px;">  <p>UPDATE OIE PROTOCOLS</p> </div> <div style="text-align: center; margin: 10px;">  <p>BUILD STAFFING &amp; RESOURCES</p> </div> <div style="text-align: center; margin: 10px;">  <p>INCREASE COLLABORATION</p> </div> <div style="text-align: center; margin: 10px;">  <p>INCREASED PREVENTION, EDUCATION, AND OUTREACH INITIATIVES</p> </div> <div style="text-align: center; margin: 10px;">  <p>COMPREHENSIVE DATA &amp; REPORTING</p> </div> </div>	<p><b>Accomplishments to date:</b></p> <ul style="list-style-type: none"> <li>• Completed review of OIE protocols and initiated updates</li> <li>• Increased collaboration with CU Equity Offices, Restorative Justice CU cohort, campus departments (Athletics, Dining and Hospitality, Colleges (LAS, EAS, Nursing, Facilities, Residence Life)</li> <li>• Initiated pre/post training surveys and expanded participation and outreach for campus events and department-level trainings</li> <li>• Established 5-year contract with Maxient for comprehensive data and reporting.</li> </ul>
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## SERVICES & SCOPE

As shown below, the administration of three policies and related misconduct, as well as prevention, education, and outreach, includes thoughtful and intentional effort to promote awareness and support across our campus.



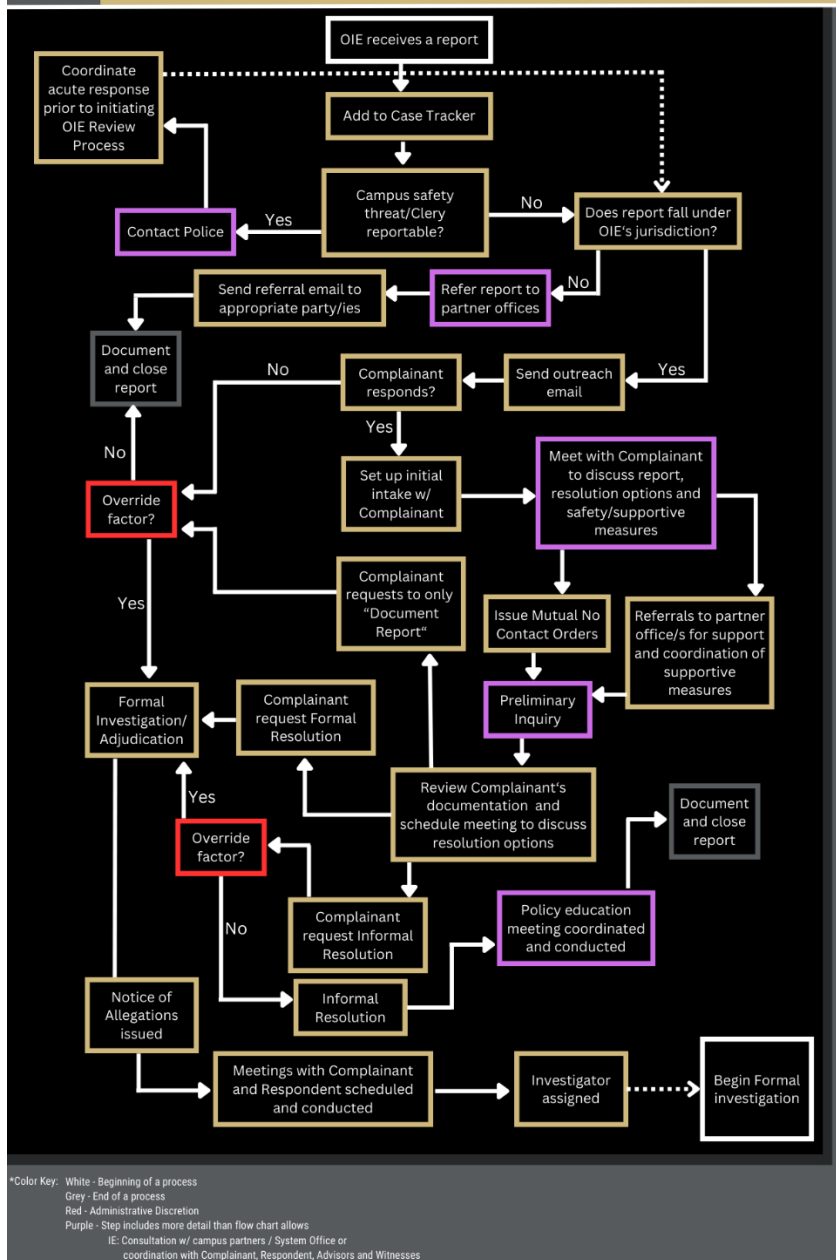
## PROCESS FLOW CHARTS

The OIE<sup>6</sup> developed the following flow charts to demonstrate the process of Case Resolution to the OIE:

<sup>6</sup> Credit to Investigator RJ Chittams Jr.

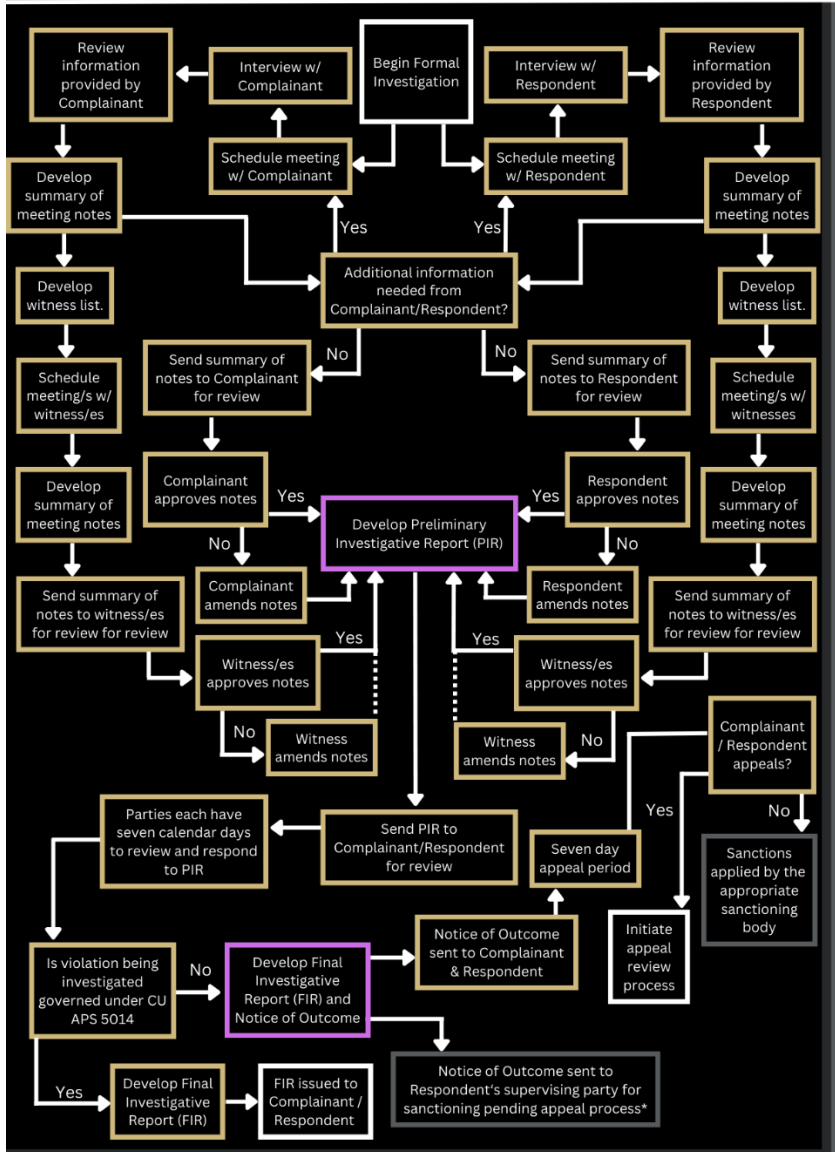


Process Flow Chart - OIE Report Receipt



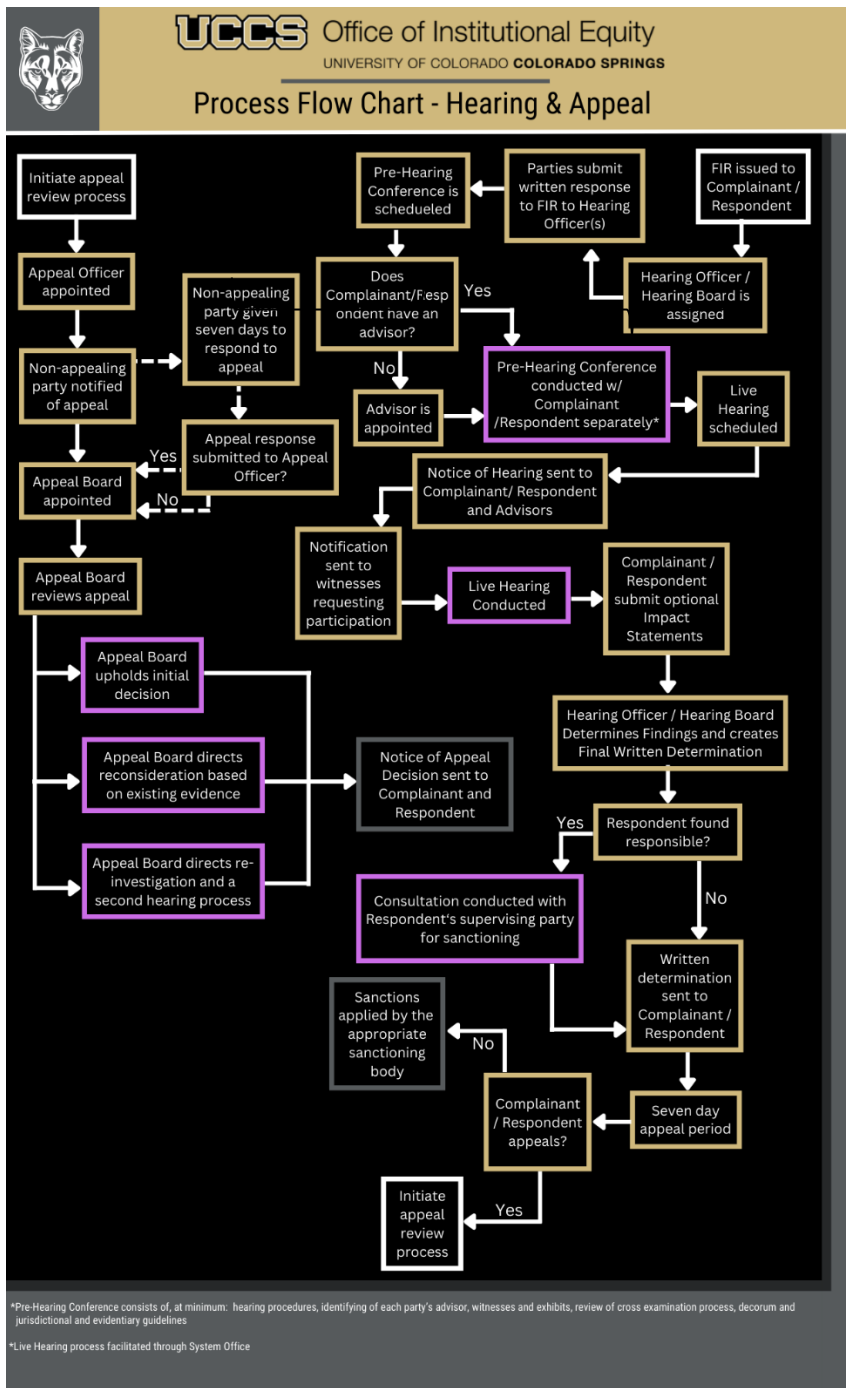


**Process Flow Chart - Formal Investigation**



\*This process may be dismissed at any point if the Complainant formally withdraws their formal complaint or if the Respondent is no longer employed or otherwise attending UCSS. In the event of a dismissal, both parties have the right to appeal the dismissal.

\*Supervising party as defined in OIE Resolution Procedures includes: the Chancellor, appropriate of Vice Chancellor of reporting Division, Department Director or Executive Director, Respondent's hiring authority, Dean of Students, Director of Residence Life, Athletic Director.



**REPORTING AND COMPLIANCE**

The OIE Resolution Procedures include a statement and citations regarding compliance with applicable federal and state regulations. Specific to reports of sexual misconduct, UCCS complies with Title IX Federal Regulation<sup>7</sup> and Colorado Senate Bill (SB) 19-007<sup>8</sup> in whole, and notably, as follows:

<sup>7</sup> <https://www.govinfo.gov/content/pkg/FR-2020-05-19/pdf/2020-10512.pdf>  
<sup>8</sup> [https://leg.colorado.gov/sites/default/files/2019a\\_007\\_signed.pdf](https://leg.colorado.gov/sites/default/files/2019a_007_signed.pdf)



- Designated Title IX Coordinator
  - Laura Emmot is the Associate Vice Chancellor (AVC) for Institutional Equity and Title IX Coordinator for UCCS. Prior to November 2023, the AVC position was a Director. This role also reported directly to the UCCS Chancellor. As of 2021, this position reports directly to the CU Chief Compliance Officer and System Title IX Coordinator, Valerie Simons,<sup>9</sup> with a dotted-line report to the UCCS Chancellor.
- Dissemination of policy (Non-discrimination)
  - CU APS 5014 and OIE’s Procedures include a statement that the university does not discriminate on the basis of sex. This information is posted on OIE’s website: [Office of Institutional Equity \(uwcs.edu\)](https://uwcs.edu/office-of-institutional-equity)
  - The OIE disseminates this information broadly to campus through an all-campus e-mail communication each September, through various annual trainings to campus constituents, and via automatic response from the OIE’s primary e-mail account, [equity@uwcs.edu](mailto:equity@uwcs.edu).
- Adoption of grievance procedures
  - The OIE adopts and publishes grievance procedures that provide for the prompt and equitable resolution of sexual misconduct allegations. The procedures include information about how to file a report and how to file complaints of sex discrimination and sexual harassment. This is updated at least annually.<sup>10</sup>
- Jurisdiction (Application outside the United States)
  - CU APS 5014 and OIE’s Resolution Procedures acknowledge the jurisdictional element that reports of sexual misconduct under Title IX apply only to sex discrimination occurring in the United States.
- Response to sexual harassment
  - The OIE accepts reports via online web form, phone, or email and responds in a prompt manner. OIE’s response to sexual harassment includes:
    - Provision of information about confidential and other resources on and off-campus, including 24-hour supports and available supportive measures
    - Equitable treatment of Complainants and Respondents
    - Objective evaluation of all relevant evidence, including inculpatory and exculpatory
    - Mitigation of conflicts of interests for the Title IX Coordinator, investigator, decision-maker, and other parties as required
    - A presumption that the Respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process
    - Communication of time frames and delays in the formal grievance process
    - A description of the range of possible disciplinary sanctions and remedies
    - A statement that the standard of evidence used is the preponderance of the evidence standard (consistent with other codes of conduct applied to students and/or employees at UCCS)
    - Information about appeals
    - Information related to disclosures and evidence with regard to legal privilege

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<sup>9</sup> [Valerie Simons | Office of the President \(cu.edu\)](https://uwcs.edu/office-of-the-president)

<sup>10</sup> UCCS Resolution Procedures are also updated as needed, to comply with changes in applicable policies and regulations. As of the date of this report, the OIE Resolution Procedures, and Campus Policy 300-017 were updated effective August 07, 2023, in compliance with newly passed CO state legislation, recognizing non-discrimination on the basis of marital status.

- Information about the Notice of Allegations, grounds for dismissal, and grounds for the consolidation of complaints
- Information about the investigation process including participant rights
- Information about the Hearing, responsibilities of parties to the Hearing, communication of the decision and outcomes (including any sanctions or disciplinary action)
- The university’s prohibition of retaliation and related misconduct

The University views reporting misconduct as fundamental to its ability to provide a campus environment that allows equal access to educational and employment opportunities. When any responsible employee witnesses or receives a written or oral report alleging that a member of the University community has been subjected to or has committed an act of misconduct,<sup>11</sup> they must promptly report the allegations to the OIE.

Upon receiving a report, OIE identifies the individuals involved including the reporting party/ies, the Complainant/s and Respondent/s. A reporting party is anyone who reports possible misconduct to the OIE. A Complainant is an individual who is reported to have been subjected to alleged prohibited conduct and a Respondent is an individual who is accused of engaging in prohibited conduct. Because responsible employees are required to report to the OIE whenever any member of the University community has been subjected to or has committed an act of misconduct, Complainants and Respondents are not always affiliated with the UCCS community. OIE also sometimes receives anonymous reports related to prohibited conduct, which means the affiliation status of an individual may be unknown. In cases where the identity of an individual is not known, and efforts to identify the individual are unsuccessful, OIE records the status as “unknown.”

#### STATISTICS

Below is a snapshot of reporting numbers from 2018-2022. The circumstances of each matter are considered in compliance with OIE’s Resolution Procedures and applicable policies, including evaluation of jurisdiction. In cases where the alleged Respondent is not affiliated with the university and are outside the OIE’s jurisdiction, resources and support are provided to the university-affiliated Complainant and other known involved parties. The OIE provides an automatic reply with information about options to access resources, including confidential and crisis resources, who contact us via our main office e-mail [equity@uccs.edu](mailto:equity@uccs.edu). Participation in any case resolution is voluntary.

Total Number of Reports to OIE <sup>12</sup>				
2022	2021	2020	2019	2018
327	310	200	255	223

Campus Affiliation of Reporting Parties <sup>13</sup>					
	2022	2021	2020	2019	2018
Student	54	105	49	86	80

<sup>11</sup> For the purposes of this report, “misconduct” refers to misconduct covered under the applicable policies.

<sup>12</sup> Data for 2018 and 2019 does not include all reports to OIE that fell outside of OIE jurisdiction. Since 2020, OIE has tracked all reports to OIE to reflect the full scope of work and response from the office. Reports that fall outside OIE’s jurisdiction are referred to the appropriate resource, and this is still work performed by OIE staff.

<sup>13</sup> The number of parties is not equal to the total number of reports received, as there can be multiple parties to an incident.

Faculty	47	45	31	41	36
University Staff	147	148	102	113	93
Third Party	19	8	16	10	10
Unknown/Anonymous	6	5	3	5	0

<b>Campus Affiliation of Complainants and Respondents<sup>14</sup></b>					
	<b>2022</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Student Complainants	237	230	154	124	102
Student Respondents	117	85	67	69	52
Faculty Complainants	13	21	7	3	1
Faculty Respondents	52	63	36	5	7
University Staff Complainants	41	34	15	7	11
University Staff Respondents	44	75	32	9	13
Third Party Complainants	10	13	19	6	7
Third Party Respondents	36	44	35	30	35
Unknown Complainants	21	13	6	6	2
Unknown Respondents	61	44	31	33	14

<b>Reported Misconduct</b>	<b>Number of Reports Received 2022</b>	<b>Number of Reports Received 2021</b>	<b>Number of Reports Received 2020</b>	<b>Number of Reports Received 2019</b>	<b>Number of Reports Received 2018</b>
Sexual Misconduct (SM): Rape (Non-consensual sexual intercourse)	18	17	5	14	23
SM: Fondling (Non-consensual sexual contact)	10	6	22	25	10
SM: Statutory Rape	1	0	0	0	0
SM: Sexual Harassment	70	62	28	44	38
SM: Domestic Violence (Intimate Partner Abuse)	14	16	7	15	9
SM: Dating Violence (Intimate Partner Abuse)	17	16	20	15	10

<sup>14</sup> The number of parties is not equal to the total number of reports received, as there can be multiple parties to an incident.

SM: Sexual Exploitation	4	8	2	0	3
SM: Incest	0	0	0	0	0
Protected Class Discrimination or Harassment	138	114	87	81	94
Related Misconduct	<ul style="list-style-type: none"> <li>• 4 Retaliation</li> </ul>	<ul style="list-style-type: none"> <li>• 1 Failure to Report</li> <li>• 2 Failure to Comply with Orders and Sanctions</li> <li>• 2 Retaliation</li> </ul>	5 total: <ul style="list-style-type: none"> <li>• 1 Retaliation</li> <li>• 1 Failure to Report</li> <li>• 3 Failure to Comply with Orders and Sanctions</li> </ul>	<ul style="list-style-type: none"> <li>• 2 Retaliation</li> <li>• 1 Failure to Report</li> </ul>	<ul style="list-style-type: none"> <li>• 2 Retaliation</li> </ul>
Conflict of Interest in Cases of Amorous Relationships <sup>15</sup>	4	3	0	2	0

#### SUPPORT AND SAFETY MEASURES

When the OIE receives a report that an individual has experienced prohibited conduct, the OIE provides the Complainant and other parties resource information about on- and off-campus services, including but not limited to health services, mental health services, victim advocacy, forensic Sexual Assault Nurse Examiner (SANE) examinations, and information on the OIE’s Resolution Procedures and applicable policies. Additionally, individualized support and safety measures specific to the needs of the involved Parties and witnesses are considered and implemented as appropriate to the circumstances. Support and safety measures are designed to restore or preserve equal access to a party’s education and/or employment activities within the university.

#### REPORT RESOLUTION

After receiving a report of prohibited conduct, the OIE attempts to contact the Complainant via e-mail, and, when appropriate, by phone, to set up a meeting to discuss the report, supportive measures, participant rights and resolution options. In some cases, the OIE does not receive a response. When a Complainant wishes to maintain privacy or requests that the OIE not engage in a resolution process, the OIE will weigh that request against the University’s obligation to provide a safe, non-discriminatory environment for all students, faculty, and staff. In accordance with the OIE Resolution Procedures, there is no time limitation for Complainants to engage in a resolution process. Complainants may initially decline to pursue resolution, and later opt to pursue resolution.

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<sup>15</sup> The OIE supported campus employees in managing their conflicts of interest appropriately and maintains management plans.

The OIE Resolution Procedures describe the resolution procedures for addressing reports of conduct prohibited under the applicable policies, including the informal and formal resolution procedures.

After learning about their resolution options, a Complainant may request that no action be taken, for the OIE to document the concern for potential future reference and monitoring for patterns in reporting (informational report), a Formal Grievance Procedure (for allegations of sexual misconduct) or a Formal Adjudication Procedure for all other prohibited conduct within the OIE's jurisdiction. In both formal resolutions, the OIE conducts a formal investigation into the alleged misconduct. Determinations of responsibility for violation of the policy/ies are made by the decision maker/s based on the "preponderance of the evidence" standard.

## EDUCATION AND PREVENTION

In addition to responding to reports of prohibited conduct, the OIE is also tasked with ensuring there is ongoing training and education regarding reporting and preventing sexual and other discriminatory misconduct, for all students, faculty, and staff. The OIE provides training online through Skillsoft, and in-person to various campus community members as requested or in response to trends in reports received by the OIE. The OIE partners with the Dean of Students Office and other offices, as appropriate, to assure students receive information about how to receive support related to incidents of sexual misconduct.

All UCCS faculty, staff, and student employees are required to take the Skillsoft training, "UCCS Discrimination and Harassment, and Sexual Misconduct" within 60 days of hire. Incoming UCCS students also receive training on these and other topics including personal safety strategies, healthy and unhealthy relationships, alcohol and drug use, and bystander intervention, as part of their Gateway Program Seminar (GPS) Gateway Days "#SmartMove UCCS" campaign, before the start of the fall semester. The OIE partnered with the Office of the Dean of Students to record this training and it was shared by GPS instructors during their GPS courses in Fall 2022. Additionally, the training is posted online: [SmartMove UCCS | Office of the Dean of Students](#)

To complement the online training for all employees and the specific training directed toward incoming students, the OIE also offers customized trainings to the campus community. These trainings are typically presented to classes, student organizations, new hire orientations, and departments where the OIE can tailor presentations based on topic and need. During 2022, the OIE gave the following presentations:

- 12 New Employee Orientation sessions (monthly, OIE overview and mandatory reporting)
- Residence Assistants
- Nursing faculty (OIE overview and mandatory reporting, discrimination and harassment-including segment on microaggressions)
- Engineering faculty (OIE overview and mandatory reporting)
- Greek Life (OIE overview)
- Recreation Center staff (OIE overview and mandatory reporting)
- UCCS Police Department (3 hour scenario-based training on sexual misconduct, trauma, discrimination and harassment, mandatory reporting)
- Sports Management class (College of Business)
- Supervisory authorities in College of Letters, Arts & Sciences (Co-Training with Kaley Espindola, HR Employee Relations)
- Student Employment

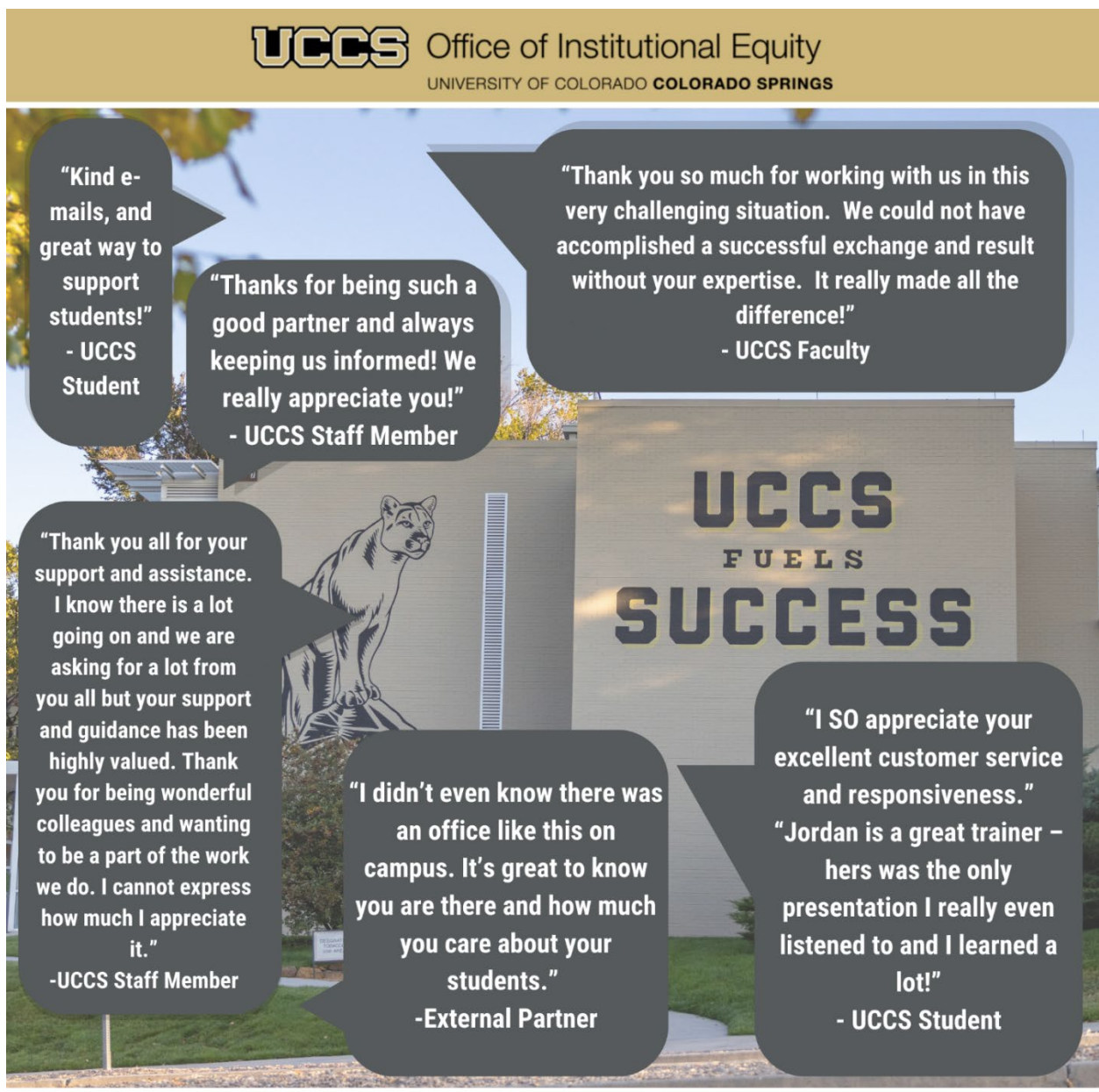
The OIE must also ensure all of their staff members are thoroughly trained. During 2022, OIE staff members collectively completed over 40 hours in individual trainings. These included trainings related to

sexual misconduct, protected class discrimination and harassment, Title IX regulation compliance, trauma-informed services, and restorative justice.

## FEEDBACK

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The OIE welcomes feedback from our campus and other community members anytime. Since 2018, the OIE is proud to say UCCS is a safe, supportive, and inclusive campus. While incidents of misconduct are unavoidable, we maintain that our yearly average of 263 reports per year over the last five years suggests that .02 percent of our total population of students, staff, and faculty (approximately 13,000) are significantly impacted by misconduct in some way. *We acknowledge and respect the choice of folks who choose not to report their experiences of misconduct, and we trust they are aware of their options for reporting and available resources.* [Resources](#) | [Office of Institutional Equity \(uccs.edu\)](#)





## Office of Institutional Equity

UNIVERSITY OF COLORADO COLORADO SPRINGS



**"I'm sure your work is intense and difficult, and I deeply appreciate your approach and thoughtfulness. =)**

**Keep doing awesome things!"**

**- UCCS Faculty**

**"Thank you for the critical work you are doing. I appreciate your daily efforts to foster a more inclusive learning and work environment on campus."**

**- UCCS Staff Member**

**"I wouldn't want your job, but you are really good at it."**

**-External Partner**

**"I sincerely appreciate everything you do and your professionalism while doing it!"**

**- UCCS Staff Member**

**"I have met with Laura several times to ask questions, seek clarity on the process, and gain her input as the expert in Title IX. Her compassion and empathy is evident, and I believe that characteristic to be so important in her role as she works with victims who need and deserve validation and support. Laura is a true champion for others – and therefore is a champion for UCCS."**

**- UCCS Faculty**

**"Jordan is so patient and kind. She really helped me feel safe and like I could talk about my experience."**

**- UCCS Student**

## **FOCUSING ON THE FUTURE**

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The OIE acknowledges that local, national, and international events that impact each of us, in times of peace, war, or uncertainty, will find their way to influence our thoughts, beliefs, and actions.

The OIE will focus on compliance with established policies and procedures, and look to campus and university-wide strategic plans as our guide to supporting all campus community members to learn and grow in a non-discriminatory environment. Threats, violence, incitement to violence, and other unlawful or prohibited behavior under university policies that adversely affects or otherwise harms one or more of our campus community members is never okay, and should promptly be reported to the appropriate authority/ies. [OIE Reporting Options | Office of Institutional Equity \(uccs.edu\)](#)

The OIE anticipates that with the acquisition of a more comprehensive case management system, statistics reporting processes will be more efficient and contain more detailed data at-a-glance, on a semester by semester basis.

## **CLOSING**

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As the landscape of regulatory compliance and campus needs evolve, the OIE continues to adapt and looks forward to the next chapter of growth and innovative support to the UCCS community.



**Laura Emmot**

She/her/hers

Associate Vice Chancellor of Institutional Equity | Title IX Coordinator

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