

## Safer Spaces VAWA Brochure

### What is a Safer Spaces Report?

Calvin University is committed to creating and maintaining a safe, caring, and diverse learning community. Calvin University has established the safer spaces policies and procedures to address reports of discrimination, harassment, and retaliation. Prohibited conduct is listed [here](#).

*A Safer Spaces report means alerting the university to an incident. A complaint means a formal request for an evidence-based investigation resolution process. You may report an incident to the university with or without a formal complaint.*

### What Happens if I Make a Report?

1. The Title IX Coordinator will receive and review your report, then reach out to set up an initial meeting for you with a safer spaces team member. It is your choice if you want to attend the meeting.
2. The safer spaces team member will meet with you to offer support and interim measures and answer your questions. They can also review your process options for filing a complaint against Calvin faculty, staff, or student(s). The reporting party retains the right to choose whether or not to participate in a formal complaint process.

### Where to Make a Report?

- Jane Hendriksma (Title IX Coordinator) at [jhendrik@calvin.edu](mailto:jhendrik@calvin.edu) or 616-526-6117.
- Submit a Safer Spaces online reporting form: <https://calvin.edu/offices-services/safer-spaces/report/>.
- For an Emergency on Campus, Contact Campus Safety at: 616-526-3333 or 616-526-6452 for 24-hour dispatch.
- Contact local police by calling 911 or the non-emergency numbers below:
  - Grand Rapids Police Department: 616-456-3400
  - East Grand Rapids Public Safety Department: 616-949-7010
  - Kentwood Police Department: 616-698-6580
  - Kent County Sherriff's Department: 616-632-6100

### Supportive, Interim, and Safety Measures

There are support options and resources available regardless of your choice to continue with a formal complaint process:

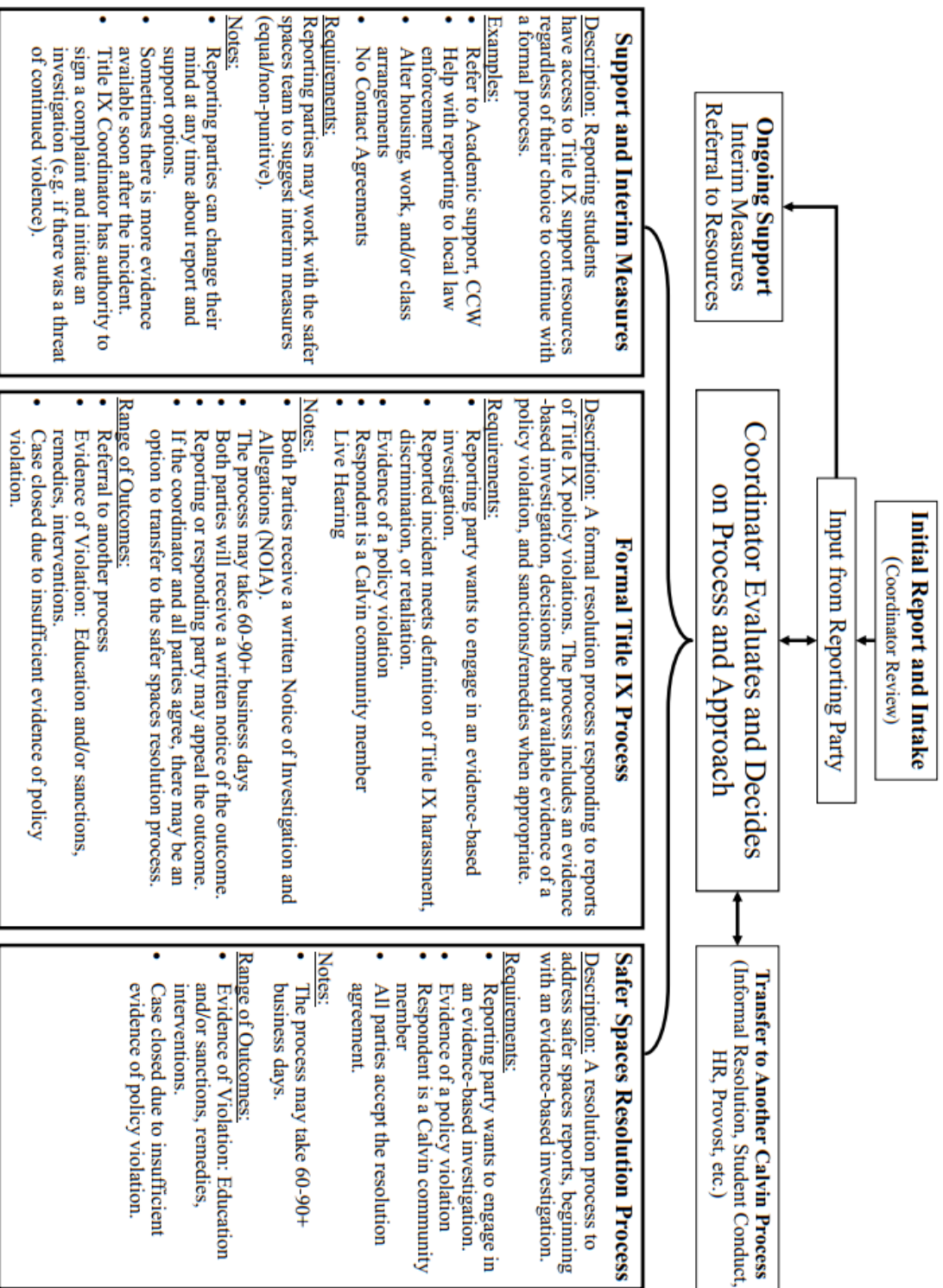
- Initiate a no-contact rule between parties
- Alter housing, work assignments, schedules, academic assignments, and/or responsibilities
- Provide campus safety escorts and/or other security arrangements
- Refer to Center for Counseling and Wellness (CCW), Academic Services, Campus Ministries, Health Services, and Immigration Assistance, Center for Intercultural Student Development
- Refer to external resources: YWCA – 24-hour rape crisis: [ywcawcmi.org/](http://ywcawcmi.org/) and RAINN – Sexual Assault Hotline: [rainn.org/](http://rainn.org/)
- Assist with reporting to local law enforcement
- Recommendations for to informative and/or supportive articles: [How to Help a Friend who has been Sexually Assaulted](#) and [What Can I Do if I am Sexually Assaulted](#).

### Pursuing a Formal Title IX Complaint or Safer Spaces Resolution Process

For a full understanding of the resolution processes, please contact Jane Hendriksma (Title IX Coordinator) or review the entire Safer Spaces policy at <https://calvin.edu/directory/policies/safer-spaces/>. The full resolution process usually takes between 60-90 business days (5-6 months excluding school breaks).

1. Summary of Steps in a Formal Resolution Process:
  - a. Both parties receive a Notice of Investigation and Allegations (NOIA)
  - b. Thorough, impartial, evidence-based investigation
  - c. Resolution meetings and/or a live hearing
  - d. Safer Spaces Resolution and Outcome
2. Summary rights for parties involved:
  - a. Be accompanied by a process advisor of their choosing
  - b. Suggest avenues of investigation
  - c. Receive on-going updates
  - d. Receive a written notice of outcome
  - e. Exercise the right to appeal outcome or decision

## Options Following a Report of Discrimination, Harassment, or Retaliation



**Ongoing Support**  
Interim Measures  
Referral to Resources

**Initial Report and Intake**  
(Coordinator Review)

Input from Reporting Party

**Coordinator Evaluates and Decides**  
on Process and Approach

**Transfer to Another Calvin Process**  
(Informal Resolution, Student Conduct,  
HR, Provost, etc.)

**Support and Interim Measures**

**Description:** Reporting students have access to Title IX support resources regardless of their choice to continue with a formal process.

**Examples:**

- Refer to Academic support, CCW
- Help with reporting to local law enforcement
- Alter housing, work, and/or class arrangements
- No Contact Agreements

**Requirements:**

Reporting parties may work with the safer spaces team to suggest interim measures (equal/non-punitive).

**Notes:**

- Reporting parties can change their mind at any time about report and support options.
- Sometimes there is more evidence available soon after the incident.
- Title IX Coordinator has authority to sign a complaint and initiate an investigation (e.g. if there was a threat of continued violence).

**Formal Title IX Process**

**Description:** A formal resolution process responding to reports of Title IX policy violations. The process includes an evidence-based investigation, decisions about available evidence of a policy violation, and sanctions/remedies when appropriate.

**Requirements:**

- Reporting party wants to engage in an evidence-based investigation.
- Reported incident meets definition of Title IX harassment, discrimination, or retaliation.
- Evidence of a policy violation
- Respondent is a Calvin community member
- Live Hearing

**Notes:**

- Both Parties receive a written Notice of Investigation and Allegations (NOIA).
- The process may take 60-90+ business days
- Both parties will receive a written notice of the outcome.
- Reporting or responding party may appeal the outcome.
- If the coordinator and all parties agree, there may be an option to transfer to the safer spaces resolution process.

**Range of Outcomes:**

- Referral to another process
- Evidence of Violation: Education and/or sanctions, remedies, interventions.
- Case closed due to insufficient evidence of policy violation.

**Safer Spaces Resolution Process**

**Description:** A resolution process to address safer spaces reports, beginning with an evidence-based investigation.

**Requirements:**

- Reporting party wants to engage in an evidence-based investigation.
- Evidence of a policy violation
- Respondent is a Calvin community member
- All parties accept the resolution agreement.

**Notes:**

- The process may take 60-90+ business days.

**Range of Outcomes:**

- Evidence of Violation: Education and/or sanctions, remedies, interventions.
- Case closed due to insufficient evidence of policy violation.