



**California State University, Sacramento  
Office for Equal Opportunity**

6000 J Street • Del Norte Hall 2005 • MS 6032 • Sacramento, CA 95819 T (916) 278-5770 • F 916-278-3411  
[www.csus.edu/diversity-inclusion/division-inclusive-excellence/office-equal-opportunity/](http://www.csus.edu/diversity-inclusion/division-inclusive-excellence/office-equal-opportunity/)  
[www.csus.edu/title-ix/](http://www.csus.edu/title-ix/)

## **SAMPLE SYLLABUS STATEMENTS REGARDING SEXUAL MISCONDUCT DISCLOSURES AND MAINTAINING A RESPECTFUL LEARNING ENVIRONMENT**

### **Option 1 (Detailed):**

Students and faculty each have responsibility for maintaining a safe and respectful space to express their reasoned opinions. Professional courtesy and consideration for our classroom community are especially important with respect to topics dealing with differences in race, color, gender and gender identity/expression, sexual orientation, national origin, religion, disability, and age.

In this course, the topic of sex (including sexual misconduct/sexual violence) may emerge either purposefully or inadvertently in readings, films, class discussions or other class materials. We recognize that such topics may be particularly upsetting for some; we encourage all students to seek the support they need.

While making personal connections with the topics studied in any course can be a meaningful and important endeavor, please be aware of the following policy regarding confidentiality and disclosures of incidents of sexual misconduct/sexual violence.

As your instructor, one of my responsibilities is to help maintain a safe learning environment on our campus. In the event that you choose to write, speak or otherwise disclose information about having experienced sexual misconduct/sexual violence, including rape, sexual assault, sexual battery, dating violence, domestic violence, or stalking and specify that this violence occurred while you or the perpetrator were a Sac State student, federal and state laws require that I, in my capacity as a “responsible employee,” must notify Sac State’s Title IX Coordinator. The Title IX Coordinator will contact you to inform you of your rights and options and connect you with support resources, including possibilities for holding accountable the person who harmed you. Please be advised that you will not be forced to share information and your level of involvement will be your choice.

Sac State's Interim Title IX Coordinator is:

William “Skip” Bishop  
Director of Equal Opportunity  
Del Norte Hall 2005D  
[william.bishop@csus.edu](mailto:william.bishop@csus.edu)  
916-278-5770

If you do not want the Title IX Coordinator notified, instead of disclosing the experience to me, you can speak confidentially by contacting the following confidential resources: \*

Campus Confidential Advocate – Laura Swartzen  
Email: [weave@csus.edu](mailto:weave@csus.edu)  
On Campus Phone Number: 916-278-5850 (during business hours)

WEAVE 24/7 Hotline: 916-920-2952

Student Health & Counseling Services at The WELL

On Campus Phone Number: 916-278-6461

Website: [www.csus.edu/shcs](http://www.csus.edu/shcs)

\*Note: If it is determined that an alleged perpetrator poses an imminent threat to the broader campus community or if persons under 18 years of age are involved, our Campus Confidential Advocate is required to notify the Sacramento State Police Department.

## **Option 2**

As an instructor, one of my primary responsibilities is to help foster a safe learning environment in the classroom and throughout our campus. It is my goal that you feel able to share information related to your life experiences in classroom discussions, in your written work, and in our one-on-one meetings. In this class, sexual topics may emerge in readings, assignments, and class discussions. Making a personal connection with the topics addressed in this class can be meaningful. However, please be advised that the University requires faculty and staff to report any personal disclosures of sexual misconduct including rape, dating/domestic violence and stalking to the Title IX Coordinator. Students who do not wish to report their experience to me or the Title IX Coordinator may speak to someone confidentially by contacting the following confidential resources:

Student Health & Counseling Services at The WELL

On Campus Phone Number: 916-278-6461

Website: [www.csus.edu/shcs](http://www.csus.edu/shcs)

Campus Confidential Advocate – Laura Swartzen

Email: [weave@csus.edu](mailto:weave@csus.edu)

On Campus Phone Number: 916-278-5850 (during business hours)

WEAVE 24/7 Hotline: 916-920-2952

Students who wish to report sexual misconduct or violence that occurred while the student or the perpetrator were at Sacramento State may do so by contacting Sacramento State's Title IX Coordinator:

Mary Lee Vance, Ph. D.

Interim Director of Equal Opportunity

Del Norte Hall 2005D [marylee.vance@csus.edu](mailto:marylee.vance@csus.edu)

916-278-5770

## **Option 3**

In this class, sexual topics may emerge in readings, assignments, and class discussions. Making a personal connection with the topics addressed in this class can be meaningful. However, please be advised that the University requires that faculty report any personal disclosures of sexual misconduct including rape, dating/domestic violence and stalking to the Title IX Coordinator. Students who have experienced sexual violence may wish to disclose their experience confidentially to the following resources:

Student Health & Counseling Services at The WELL

On Campus Phone Number: 916-278-6461

Website: [www.csus.edu/shcs](http://www.csus.edu/shcs)

Campus Confidential Advocate – Laura Swartzen

Email: [weave@csus.edu](mailto:weave@csus.edu)

On Campus Phone Number: 916-278-5850 (during business hours)

WEAVE 24/7 Hotline: 916-920-2952

## **Option 4**

Sac State is committed to supporting students and fostering a campus environment free of sexual misconduct and gender-based discrimination. If a student chooses to disclose to a faculty or staff member an experience related to sexual misconduct which includes rape, relationship violence, or stalking, all faculty and staff are

obligated to report this disclosure to the university's Title IX Coordinator. Sac State's Interim Title IX Coordinator is Mary Lee Vance, (916)278-5770, [marylee.vance@csus.edu](mailto:marylee.vance@csus.edu). Upon receipt of the report, the Title IX Coordinator will contact you to inform you of your rights and options as a survivor and connect you with support resources, including resolution options for holding accountable the person who harmed you. Students who elect not to discuss their experience with the Title IX Coordinator can speak confidentially to the following confidential resources:

Student Health & Counseling Services at The WELL

On Campus Phone Number: 916-278-6461

Website: [www.csus.edu/shcs](http://www.csus.edu/shcs)

Campus Confidential Advocate – Laura Swartzen

Email: [weave@csus.edu](mailto:weave@csus.edu)

On Campus Phone Number: 916-278-5850 (during business hours)

WEAVE 24/7 Hotline: 916-920-2952