

# Title IX at ICOM

Protecting our Community Against Sexual Harassment, Sexual  
Discrimination, & Acts of Sexual Violence



**Updated: September 28, 2026** (Version I)

## Table of Contents

|                                                          |    |
|----------------------------------------------------------|----|
| About Title IX                                           | 1  |
| Where to Start                                           | 7  |
| Additional Counseling Resources                          | 9  |
| Reporting and Responsibilities                           | 11 |
| Safety and Security                                      | 11 |
| Medical Care and Sexual Assault Nurse Examiners (SANEs)  | 14 |
| Making a Report                                          | 15 |
| Sexual Misconduct Reporting and Investigating Procedures | 18 |
| Title IX Coordinator                                     | 25 |

## **About Title IX**

### **Title IX is The Law**

Title IX is a federal law that prohibits discrimination based on the sex (gender) of employees and students of educational institutions that receive federal financial assistance. Title IX's prohibition of sex discrimination includes prohibition of sexual harassment and sexual violence.

Sexual harassment is unwelcome conduct of a sexual nature and can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature, including rape and sexual assault.

ICOM subscribes to the principles and adheres to the requirements of state and federal law pertaining to civil rights and equal opportunity, in accordance with the requirements of Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972 as amended; Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended, and the Americans with Disabilities Act of 1990, as amended.

ICOM does not tolerate sex discrimination, sexual harassment, or sexual violence of any kind. To ensure compliance with Title IX and other federal and state civil rights laws, the College has designated Ms. Powers as the College's Title IX Coordinator. Ms. Powers and the Title IX Response Team are charged with monitoring compliance with Title IX and ensuring that reports of potential sex discrimination, sexual harassment and sexual violence are investigated and addressed by the College in accordance with the law.

Any student, faculty, or staff member with questions or concerns about the applicable College policies or who believes that he or she has been the victim of sex discrimination, sexual harassment, or sexual violence is encouraged to contact the College's Title IX Coordinator or a member of the Response Team.

The College will not pursue disciplinary action against Complainants or witnesses for disclosure of illegal personal consumption of drugs or alcohol where such disclosures are made in connection with a good faith report or investigation of Prohibited Conduct.

If you wish to file a Request for Investigation, please use this link:

<https://www.icom.edu/campus/safety/title-ix/>

### **Examples of Prohibited Sexual Conduct and Discrimination**

All of the definitions stated below and the use of terms in the ICOM Policy are intended to be consistent with how such terms are defined and interpreted in and under applicable state and federal laws and regulations, as amended from time to time. Sexual Discrimination: includes but is not limited to circumstances when an employee or student suffers an adverse employment or academic consequence (such as denial or loss of employment or academic opportunities or status, reductions in pay or grades) on the

basis of sex or sexual orientation and also includes circumstances where an employee or student is subjected to sexual harassment or sexual violence.

**Sexual Violence:** constitutes a form of prohibited sexual discrimination and is defined as physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent (e.g., due to the person's age or use of drugs or alcohol, or because an intellectual or other disability prevents persons from having the capacity to give consent). Several different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, and sexual coercion, all of which are forms of sexual discrimination prohibited by this policy.

**Sexual Harassment:** constitutes a form of prohibited sexual discrimination and is defined as unwelcome conduct (verbal or physical) that unreasonably interferes with an employee's or student's work or academic performance and creates an intimidating or hostile work or educational environment on the basis of an employee's or student's sex or sexual orientation, and/or which is directed at, or made because of, and individual's sex or sexual orientation. Sexual harassment includes, but is not limited to:

- **Quid Pro Quo Sexual Harassment:** Requests or demands for sexual favors. This includes subtle or blatant pressures or requests for any type of sexual favor, accompanied by an implied or stated promise of preferential treatment or negative consequence concerning one's employment or academic program status. This includes situations wherein: submission to such conduct is made to appear to be a term or condition of employment, enrollment, attendance, or participation in class; submission to or rejection of such conduct affects employment or academic decisions; making sexual propositions or pressuring students or employees for sexual favors; and/or punishing a refusal to comply with or to condition of benefit on a sexually based request or advance.
- **Hostile Work Environment:** Verbal, physical or other behavior of a sexual nature that is reasonably considered unacceptable by an employee or student. This includes, but is not limited to, commenting about an individual's body or appearance when such comments go beyond mere courtesy, telling jokes that are reasonably considered offensive by others, or other tasteless sexually oriented comments, innuendoes, or actions that reasonably offend others. Examples include, but are not limited to, sexual remarks, jokes, or gestures communicated verbally, in writing, or through electronic means such as:
  - Writings, pictures, or drawings of a sexual nature (or the displaying or distributing of same);
  - Websites, social media or e-mails depicting writings, pictures or drawings of a sexual nature;
  - Telling of sexual or dirty jokes;
  - Sexual comments about human anatomy that are reasonably considered suggestive, offensive, or reasonably inappropriate;
  - Spreading sexual rumors or rating other people as to sexual activity or performance;
  - Simplistic generalizations about gender attributes, differences, and roles of individuals or groups; and

- Sexual exploitation.
- Also, engaging in any type of sexually oriented and unwelcome conduct that would unreasonably interfere with another's work or academic program status performance. This includes, but is not limited to:
  - Extending unwanted sexual attention to someone that reduces personal productivity or time available to work on assigned tasks;
  - Non-consensual sexual contact or intercourse (or attempts to commit same);
  - Repeatedly subjecting a person to egregious, unwelcome sexual attention;
  - Stalking.
- Third-Party Sexual Harassment: includes persons who are not the target of sexual harassment, but who work in environments where sexual harassment is allegedly occurring can file "third-party" and "bystander" harassment claims. Third parties who were not directly the target of sexual harassment may be able to bring a claim against the Respondent if the third party has suffered certain repercussions due to the Respondent's inappropriate actions.
- Sexual Exploitation occurs when a person takes sexual advantage of another person for the benefit of anyone other than that person without that person's consent. Examples of behavior that could rise to the level of sexual exploitation include but are not limited to:
  - Prostituting another person;
  - Recording images (e.g., video, photograph) or audio of another person's sexual activity, intimate body parts, or nakedness without that person's consent;
  - Distributing images (e.g., video, photograph) or audio of another person's sexual activity, intimate body parts, or nakedness, if the individual distributing the images or audio knows or should have known that the person depicted in the images or audio did not consent to such disclosure and objects to such disclosure; and
  - Viewing another person's sexual activity, intimate body parts, or nakedness in a place where that person would have a reasonable expectation of privacy, without that person's consent, and for the purpose of arousing or gratifying sexual desire.

Consent: must be informed, voluntary, and mutual, and can be withdrawn at any time. There is no consent when there is force, expressed or implied, or when coercion, intimidation, threats, or duress is used. Whether a person has taken advantage of a position of influence over another person may be a factor in determining consent. Silence or absence of resistance does not imply consent. Past consent to sexual activity with another person does not imply ongoing future consent with that person or consent to that same sexual activity with another person. If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature, or extent of the sexual situation, there is no consent; this includes impairment in incapacitation to due to alcohol or drug consumption that meets this standard or being asleep or unconscious.

**Non-Consensual Intentional Sexual Contact:** is any intentional sexual touching with any object, by any person upon another, without consent and/or by force.

**Non-Consensual Sexual Intercourse:** is any sexual intercourse, however slight, by any person upon another without consent and/or by force.

**Sexual Assault:** is any form of sexual contact without the consent of all parties involved. Sexual contact is the intentional touching, whether with one's own body part, or an instrument or object, of another person, no matter how slight, in or on, an area of the body generally recognized as being a private part of the body; or the intentional touching of another person, no matter how slight, with one's own private body part anywhere on the other person's body. The amount, or lack thereof, of clothing being worn by either, is of no consequence, in determining whether a "sexual physical contact" has occurred, and the body part touched, or used to touch with, may be covered or clothed.

Types of sexual assault may include, but are not limited to:

- Rape or attempted rape
- Non-consensual, intentional contact with intimate body parts
- Non-consensual oral sex
- Lewd exposure of one's sexual organs, either in person, in print, or electronically, to another without his or her consent
- Any sexual contact between two individuals that, because of the age of the parties, is prohibited under State Law.

**Rape:** is penetration, without consent, of the vulva or anus of another using a body member or a manipulated object, or penetration of the mouth of another by the penis to gratify sexual desire, or to cause bodily injury, humiliate, harass, or degrade another; "without consent" means:

- Done by violence or force against the victim
- When the victim lacks the capacity for legal consent, and/or
- When the victim is incapacitated or physically helpless.

**Dating Violence:** is the use of physical, sexual, or emotional abuse or threats to control another person who is, or has been involved in, a sexual, dating, or other intimate relationship with the victim. Whether there was such a relationship will be gauged by its length, type, and frequency of the interaction.

**Domestic Violence:** is the same as domestic violence committed by the victim's current or former spouse, current or former husband, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.

Stalking: means engaging in two or more acts, including, but not limited to directly, indirectly, or through third parties, by any action, method, device, or means, following, monitoring, observing, surveilling, threatening, or communicating to or about a person, or interfering with that person's property, that would cause a reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress, meaning significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Unwelcome Conduct: means the student or employee did not request or invite the conduct and considers the conduct to be undesirable or offensive. Unwelcome conduct may take various forms, including, name-calling, graphic or written statements (including the use of cell phones or the internet), or other conduct which may be physically threatening, harmful, or humiliating. Unwelcome conduct does not have to include intent to harm, be directed at a specific target, or involve repeated incidents. Unwelcome conduct can involve persons of the same or opposite sex. Participation in the conduct or the failure to complain does not always mean that the conduct was welcome. The fact that a person may have welcomed some conduct, does not necessarily mean that a person welcomed other conduct. Also, the fact that a person requested or invited conduct on one occasion does not mean that the conduct is welcome on a subsequent occasion.

Intimidation: is unlawfully placing another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Sexual Orientation: means a person's orientation toward heterosexuality, homosexuality, bisexuality, transgender status, or another person's perception thereof. Transgender: means having a gender identity or gender expression that differs from the societal expectations based on gender assigned at birth. Gender Identity: means an innate sense of one's own gender.

Gender Expression: means external appearance, characteristics, or behaviors typically associated with a specific gender.

### **What conduct is prohibited under the 2020 Regulations?**

ICOM is operating under the 2020 Federal Guidelines for Title IX. The 2020 federal regulations narrowed the definition of sexual harassment to include only unwelcome conduct that is so severe, pervasive and objectionably offensive that it effectively denies a person equal access to the college. Beyond sexual harassment, prohibited conduct also includes sexual assault, dating violence, domestic violence, and stalking. In addition to meeting one or more of these definitions, for the federal regulations to apply the conduct must have happened in the US, in conjunction with an ICOM program or activity, or in a building owned or controlled by ICOM or a recognized student organization of ICOM. Finally, the complainant must be a current student, employee, applicant, or otherwise participating in an ICOM specific program or activity.

**If sexual misconduct happens off campus, will ICOM still investigate?**

The 2020 federal regulations apply to locations, events, or circumstances over which ICOM exercises substantial control over both the respondent and the place where the conduct occurred. The 2020 federal regulations also apply to any building owned or controlled by a recognized student organization. If the criteria for jurisdiction under the 2020 Title IX regulations is not met, ICOM may still investigate if the conduct would violate other ICOM Policies.

**If what happened to me isn't covered by the 2020 Federal Regulations, will ICOM still investigate?**

ICOM will continue to address all complaints of sexual misconduct and will assess formal complaints to determine if any ICOM policy and/or federal regulation may have been violated. If you make a formal complaint, the investigator will assess which policies may or may not apply and if an investigation is warranted.

**Where to Start**

If you have experienced—or think you may have experienced—sexual assault, stalking, relationship or intimate partner violence, sex- or gender-based harassment, and/or another form of sexual misconduct, resources, support measures and reporting options are available to you. Choosing one option does not preclude others; you can pursue any of them at any time. You can also contact the Title IX coordinator at any time, for any reason.

**Know Your Title Nine Supportive Guide and Resources**

All employees (faculty, staff, student employees and administrators) are designated as “responsible employees” required to report and must report actual or suspected Title IX violations immediately, subject to limited exceptions for employees who are statutorily barred from reporting (counselors etc.). All details of the reports they receive must be shared promptly to the Title IX Coordinator. If the complaint is against that Title IX Coordinator, the impacted party should report the matter to the President’s office for referral to an alternate designee.

**Speaking with a counselor is the best way to ensure your confidentiality.** Counselors can help you consider options and provide support. Please ensure you are speaking to a confidential counselor before you disclose any information.

Mental Health Counselors are licensed to provide confidential counseling services and are subject to confidentiality requirements imposed by their professional license as well as local and state laws.

**For Students in Crisis:**

If you are experiencing a mental health emergency or need immediate assistance, please call 911, the Pathways Community Crisis Center of Southwestern Idaho at 833527-4747 and/or the National Suicide Hotline at 988.

## Counseling and Crisis Support Resources

Counseling may assist with recovery from a traumatic experience. ICOM offers counseling for students on its Main Campus in Meridian. The ICOM Behavioral Health Services provides individual, couple, and small group counseling. The counseling services are provided by our on site, full-time, counseling staff. Students needing to set up an appointment to see a counselor can:

1. Schedule an appointment online [here](#)
2. Call the Behavioral Health Services phone number (209) 795-4293, or confidentially email ICOM's Behavioral Health Specialists - Jake Price, LPC at [jprice@icom.edu](mailto:jprice@icom.edu) or Shatae Mullins, LPC at [smullins@icom.edu](mailto:smullins@icom.edu)
3. Leave a voicemail or email providing name, call back number, reason for calling or emailing (i.e. wanting to set up counseling services) and a good time during the day for reaching out.
4. Reminder: In case of emergency, and/or the eminent threat of harm to self or others, call 911 for immediate assistance.

ICOM also provides students with 24-7 access to [TimelyCare](https://www.timelycare.com/members) ([timelycare.com/members](https://www.timelycare.com/members)), as well as (24hrs per day/365 days per year). Please ensure you are speaking to a confidential counselor before you disclose any information.

If you have experienced sexual assault, relationship and intimate partner violence, stalking, sex- and gender-based harassment, and/or other sexual misconduct, therapy may include:

- Providing information about trauma and its effects
- Providing information on mindfulness techniques
- Providing tools to support healthy sleep, diet, or exercise habits
- Helping you identify and deal with negative feelings about the traumatic event, such as feelings of guilt or shame
- Helping you identify and deal with negative thoughts about the traumatic event, such as self-blame
- Assisting you in reducing anxiety when exposed to people or places that are reminders of the trauma
- Counselors can:
  - Help you understand your rights
  - Support you in creating a plan for your situation
  - Connect you with supportive measures, including academic or employment support
  - Assist in implementing a mutual no contact directive
  - Inform you of ICOM's formal complaint and police reporting options
  - Support you through the formal complaint or official reporting process
  - Assist you in obtaining a civil protection order (sometimes referred to as a restraining order)
  - Review your housing options
  - Refer you to on- and off-campus resources, including attorneys or additional mental health professionals

In general, state law protects the confidentiality of counseling relationships and records. Again, please check you are speaking to a confidential counselor before disclosing any

information. For more specific information about confidentiality, consult with counseling services staff or your counselor, who can answer any questions you have.

- Counselors have limitations on confidentiality when they learn of:
  - Abuse and neglect of a child under the age of 18
  - Elder abuse or the abuse of a disabled adult
  - A plan for self-harm or harm to others

### **Additional Counseling Resources**

#### ***ISU Counseling Services***

The Idaho State University's Counseling Clinic is a low-cost counseling service available to ICOM students. Many college students experience stressors associated with different aspects of their lives (i.e., academics, familial, relational, etc.). The counseling clinic is available to help provide additional support as students navigate these challenges.

The ISU-Meridian Counseling Clinic provides individual, couple, and family counseling. The counseling services are provided by our graduate level Master of Counseling students, Doctoral students, and some faculty from the Department of Counseling under supervision of licensed counselors/faculty members.

Students needing to set up an appointment to see a counselor, should:

- Call the ISU-Meridian's Counseling Clinic phone number (208) 373-1719 or confidentially email [meridianclinic@isu.edu](mailto:meridianclinic@isu.edu)
- Leave a voicemail or email providing your name, call back number, reason for calling or emailing (i.e., wanting to set up counseling services) and a good time during the day to reach you.
- Upon receiving the voicemail, a clinic staff member will be in contact with you within one business day of open clinic hours (Monday – Thursday).
- During the phone call, the clinic staff member will provide you with the information of attending the counseling clinic and expectations of your appointment as well as get basic information about what brought you into counseling services.
- Your first appointment is then scheduled with your counselor.

The ISU Counseling Clinic is there to support students in all that life encompasses. Students can access additional information by visiting the ISU-Meridian Counseling Clinic webpage: <https://isu.edu/clinics/counseling-meridian/>

Student can also access information using the ISU-Meridian Counseling Clinic Facebook Page: <https://www.facebook.com/ISUMeridianCounselingClinic/>

Additional behavioral services can be found through the following:

- [Idaho Suicide Prevention Hotline](#) -Idaho Suicide Prevention Hotline is the statewide 24/7 behavioral health crisis line in Idaho. Trained crisis responders will offer emotional support, and crisis intervention to those in need. Call **1-208-398-4357**.
- [Suicide and Crisis Lifeline](#)- The Lifeline provides nationwide, 24/7, free and confidential support for people in distress, as well as prevention and crisis resources for callers or their loved ones. Available nationwide by dialing **988**.
- [Veterans Crisis Line](#)- The Veteran Crisis Line connects Veterans in crisis and their families and friends with qualified responders through a confidential hotline.  
The crisis hotline is available 24 hours a day, 7 days a week. Send Text to **741741** or Call: **1-800-273-8255**
- Physicians Support Line - Psychiatrist help US physician and medical student colleagues navigate the intersections of their personal and professional lives.  
Call: **1-888-409-0141**

## National

(RAINN) - <https://rainn.org/get-help>

Telephone Hotline - When you call **800-656-HOPE (4673)**, you'll be routed to a local sexual assault service provider in your area. Trained staff can provide confidential support and connect you to resources in your area.

On-Line Resource - Chat one-on-one with a support specialist, any time 24/7. The Online Hotline is confidential and anonymous. RAINN does not log IP addresses or save chat transcripts.

## Employee Resources

### Employee Assistance Program (EAP)

ICOM offers its employees and dependents access to EAP services through Reliant Behavioral Health (RBH) to help with issues that may affect work, family, or life in general. The EAP program offers up to 8 sessions for crisis and/or general counseling for each issue and includes some legal and financial counseling. The EAP web page offers training on numerous mental health topics.

Reliant Behavioral Health (RBH)

866-750-1327 (call 24 hours)

Login to: [www.MyRBH.com](http://www.MyRBH.com)

Access code: GoIDAHOCOM

## **Reporting and Responsibilities**

College employees, except those statutorily barred from doing so, have a duty to immediately report possible Title IX violations to the Title IX Coordinator.

If you have confidentiality concerns, the Title IX Coordinator can discuss your options with you. You may request confidentiality. ICOM will attempt to protect your privacy to the fullest possible extent, consistent with our legal obligations to comply with federal and state laws and to protect our students and community.

Please direct questions about protecting your privacy to the Title IX Coordinator. Consider contacting a confidential counselor before disclosing to other ICOM employees. When meeting with a counselor, you can share as little or as much information as you choose. Sharing information with a Confidential Counselor is not the same as making a formal complaint to ICOM for the purpose of starting an Investigation.

Please note, you do not need to make a formal complaint to seek the assistance of a counselor. Confidential mental health licensed counselors have legally protected confidentiality and only share information with others when given specific permission by the person who has experienced the harm or when required by law.

The Title IX Coordinator, ICOM Safety and Security, and local Police do not have legally protected confidentiality but strive to safeguard the privacy of individuals who have been impacted by sex and gender-based violence and harassment. They share information as needed to respond to the requests of those who have been harmed, to assess community safety, or to comply with legal requirements.

## **Safety and Security**

ICOM's priority is to provide support, resources, and options, including the option to make a formal complaint to any person who has experienced sexual assault, stalking, relationship or intimate partner violence, sex- or gender-based harassment, and/or other sexual misconduct. ICOM must consider potential impact or harm to others in the ICOM Community. Safety and Security, the Title IX Coordinator, and confidential counselors all play an essential role in supporting affected individuals.

The best way to ensure that support and options are provided to someone who has experienced violence or harassment, and to ensure that overall community safety is considered, is to contact Campus Security.

ICOM's Campus Security provides consultation and support when you have safety and well-being concerns for yourself or others, including concerns about sex- or gender - based violence and harassment.

**Call 911 in the case of emergency and then the ICOM Campus Security Office at 208-795-4311. Ensure your safety first.**

When you contact Campus Security, they will assess your needs and help you determine next steps. They will summarize the information you have shared and provide it to a counselor and the Title IX Coordinator. ICOM's Campus Security and the Title IX Coordinator strive to safeguard your information, but do not have legally protected confidentiality. Knowing this, you may choose to remain anonymous when you contact them or share limited details about your experience. If the response specialist believes other ICOM professionals need to receive information about your situation to protect you or the safety of others, ICOM Campus Security and/or the Title IX Coordinator will make you aware of the need to share the information provided.

When Campus Security is contacted, they will:

- Conduct a real-time safety assessment to provide immediate support or safety planning if needed
- Connect the affected person with a counselor who can help explain their rights and options and provide ongoing support if desired
- Share the information they have received with the Title IX Coordinator to allow for an assessment of risk to the ICOM Community and to identify any patterns or broader issues related to the reported behavior
- Provide support and consultation to assist in establishing next steps and/or address any other concerns that arise

| Incident Being Reported | Procedure Institution Will Follow                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sexual Assault          | <ol style="list-style-type: none"><li>1. Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care</li><li>2. Institution will assess immediate safety needs of complainant</li><li>3. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department</li><li>4. Institution will provide complainant with referrals to on and off campus mental health providers</li><li>5. Institution will assess need to implement interim or long-term protective measures, if appropriate.</li><li>6. Institution will provide the victim with a written explanation of the victim's rights and options</li><li>6. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate</li><li>7. Institution will provide written instructions on how to apply for Protective Order</li></ol> |

|                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                          | <p>8. Institution will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution</p> <p>9. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is</p> <p>10. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation</p>                                                                                                                                                                                     |
| <b>Stalking</b>          | <p>1. Institution will assess immediate safety needs of complainant</p> <p>2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department</p> <p>3. Institution will provide written instructions on how to apply for Protective Order</p> <p>4. Institution will provide written information to complainant on how to preserve evidence</p> <p>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate</p> <p>6. Institution will provide the victim with a written explanation of the victim's rights and options</p> <p>6. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate</p> |
| <b>Dating Violence</b>   | <p>1. Institution will assess immediate safety needs of complainant</p> <p>2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department</p> <p>3. Institution will provide written instructions on how to apply for Protective Order</p> <p>4. Institution will provide written information to complainant on how to preserve evidence</p> <p>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate</p> <p>6. Institution will provide the victim with a written explanation of the victim's rights and options</p> <p>6. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate</p> |
| <b>Domestic Violence</b> | <p>1. Institution will assess immediate safety needs of complainant</p> <p>2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</p> <p>3. Institution will provide written instructions on how to apply for Protective Order</p> <p>4. Institution will provide written information to complainant on how to preserve evidence</p> <p>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate</p> <p>6. Institution will provide the victim with a written explanation of the victim's rights and options</p>                                                                                                              |

|  |                                                                                                    |
|--|----------------------------------------------------------------------------------------------------|
|  | 6. Institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate |
|--|----------------------------------------------------------------------------------------------------|

**All ICOM employees (faculty, staff, student employees and administrators) are designated as “responsible employees” required to report and must report actual or suspected Title IX violations immediately, subject to limited exceptions for employees who are statutorily barred from reporting (i.e. counselors). All details of the reports they receive must be shared promptly with the Title IX Coordinator.**

If an individual situation is determined to be severe, ongoing, or systemic, the Title IX Coordinator will work with relevant ICOM partners to determine the need for formal action, if any, beyond providing support, resources, and reporting options to the affected person.

### **For Students and Employees in Crisis**

If you are experiencing a mental health emergency or need immediate assistance, please call 911, the Pathways Community Crisis Center of Southwestern Idaho at 833.527.4747 and/or the National Suicide Hotline at 988.

### **Medical Care and Sexual Assault Nurse Examiners (SANEs)**

After an assault you may want to seek medical care, especially if you have concerns about STIs, pregnancy, or physical injuries. Generally, seeking medical care as soon as possible is advised, and some services are time sensitive. Relevant evidence is best collected within 72 hours but may be collected up to 120 hours after an assault. Some health care facilities have SANEs who are specially trained to work with patients who have been sexually assaulted. They will explain each step of the -process and allow you to make decisions about what you want to do next. A SANE exam is an important way to preserve evidence should you choose to make a police report.

#### **If you have been sexually assaulted, a SANE can offer:**

- A physical exam that will identify any injuries
- Emergency contraception to prevent pregnancy
- Sexually-transmitted infection (STI) testing and prophylaxis medication to prevent infection
- Optional forensic evidence collection and documentation

Federal and state law protect the confidentiality of medical records. Information retained in medical provider records that is otherwise confidential may be subject to disclosure in response to a valid subpoena or court order.

In the Boise area, St. Luke's Hospital and Saint Alphonsus Regional Medical Center partner with the Ada County Community Sexual Assault Forensic Examiner (SAFE) team to provide [SANE \(Sexual Assault Nurse Examiner\)](#) services. St.

Luke's Hospital and Saint Alphonsus Regional Medical Center have a dedicated team of SANE nurses who provide specialized care for survivors of sexual assault and intimate partner violence.

### **Making a Report**

Please review all the information on the ICOM Title IX Website:

<https://www.icom.edu/campus/safety/title-ix/>

### **Where to submit a Complaint?**

Students and Employees can file a claim of sexual harassment with the Title IX Coordinator in person or online at

<https://www.icom.edu/wp-content/uploads/2026/06/ICOM-Title-IX-Report-Form-June-2026.pdf>,

or by mail, e-mail, or hand deliver a written Request for Investigation, including pertinent information to: The Title IX Coordinator or a member of the Title IX Response Team.

[ICOM's Title IX Coordinator](#) as of September 28, 2026 is Heidi Powers, 208-795-4378, [hpowers@icom.edu](mailto:hpowers@icom.edu).

The Title IX Coordinator is responsible for coordinating all activity relating to evaluating and investigating all Requests for Investigation of sexual misconduct or sexual violence, and for identifying and addressing any patterns or systematic problems that arise during the review of such complaints. If the Title IX Coordinator is not available, or there is a potential conflict of interest with the Title IX Coordinator, or if the Reporting Party simply chooses to do so for any reason, the Associate Dean of Students and/or College Dean is available to meet with College students and employees to discuss related issues, as needed.

**Reporting is both a right and an individual choice. Consider connecting with a confidential, certified counselor to discuss your options.**

### **Reporting Options**

The College recognizes that some alleged Reporting Parties of sexual violence may wish to remain anonymous or for the information they disclose to be treated as confidential. Throughout the complaint procedures (whether formal or informal), the confidentiality of all participants will be maintained to the fullest extent possible. However, different individuals both on and off campus have different abilities to maintain a Reporting Party's confidentiality based upon applicable law, including Title IX.

The following options are designed to make students and employees aware of the disclosure options available to them, and the College encourages students to talk to someone in one or more of these groups. The College also reminds students and employees of its prohibition against retaliation, and if the student or employee is concerned about retaliation from the alleged Responding Party, the College will take steps to prevent retaliation and take strong responsive actions to retaliatory conduct.

1. **Professional and Pastoral Counselors:** These professionals, including the College's Behavioral Health Specialists, are bound by professional ethics to not release information without the patient's permission, except in circumstances where the counselor or health care provider believes that there is a serious threat of imminent physical violence to a specific person or persons, or as otherwise required or permitted by applicable law.
2. **Anonymous Reporting for Alleged Sexual Violence:** Reporting Parties of alleged sexual violence are permitted to submit an anonymous Sexual Violence Request for Investigation. The College may act on behalf of the student or employee. However, the student or employee must understand that remaining anonymous will impede the College's ability to investigate and respond to the complaint.
3. **Filing a Request for Investigation or Reporting to a Responsible Employee with a Confidential Request:** A student or employee Reporting Party of alleged sexual violence may ask that a Request for Investigation (or report to a responsible employee) be handled confidentially or that an investigation not be completed. In such a situation, the College must weigh the student's request against the College's obligation to provide a safe, non-discriminatory environment for all of its students and employees. If the College honors the student's request for confidentiality, the student must understand that the College's ability to meaningfully conduct an investigation into the sexual misconduct will be impeded, including the ability to sanction the alleged Responding Party. However, in some cases the College may not be able to honor a student's request for confidentiality in order to honor its responsibility to provide a safe, non-discriminatory environment for all of its students and employees.

The Title IX Coordinator and the Response Team will evaluate requests for confidentiality in accordance with the following factors:

1. The risk that the alleged Responding Party will commit additional acts of sexual harassment.
2. The severity of the sexual harassment.
3. Whether sexual violence or a weapon was involved.
4. Whether the report reveals or continues a pattern of perpetration at a given location or by or against a particular group.

If the College determines that it cannot maintain a student's or employee's confidentiality, it will, to the extent possible, inform the student or employee prior to taking any action that would disclose the individual's identity, and will, to the extent possible, only share information with people responsible for handling the College's investigation and response. The College may not require the student or employee requesting confidentiality to participate in the investigation.

Regardless of whether the College honors a request for confidentiality, the College will promptly take any possible steps deemed appropriate to protect and assist the student or employee to prevent future sexual harassment. Such steps may include increased monitoring or security at locations where reported sexual misconduct occurred and increased education and prevention efforts.

**Responsible Employees of the College:** All employees of the College are obligated to report incidents of possible sexual violence to school officials, including the Title IX

Coordinator's Response Team. All employees (including faculty, staff, and student employees) are deemed responsible employees, with specific exemptions only for designated confidential resources like campus counselors. Therefore, reporting to a responsible employee is not confidential.

### **Making a Formal Complaint**

A formal complaint is a request for an investigation. You have the right to submit a formal complaint about any behavior that feels inappropriate or unwelcome. ICOM will respond to your complaint, whether you choose to file a police report or not.

The process ICOM follows to investigate and resolve claims depends on who engaged in the behavior, a student, an employee, or a person unaffiliated with ICOM. Processes are designed to be prompt, fair, impartial and to equitably protect the rights of individuals participating in them. If you choose to submit a complaint, a confidential counselor can work with you throughout the complaint process, investigation, and hearing if you so choose. You will also work with the Title IX Coordinator throughout the process.

ICOM must investigate sexual harassment allegations in a formal complaint. A formal complaint is a document alleging sexual harassment has occurred and requesting ICOM to investigate the allegation. ICOM should generally respect the wishes of the complainant, when possible, for confidentiality, but in some cases a Title IX Coordinator may file the formal complaint even if the complainant does not want to participate in the Title IX process.

### **Reporting to the Police**

Behaviors described in this guide may be a crime, and you can report them directly to the police. Police with jurisdiction over the location where the alleged crime occurred will investigate. If you have also chosen to also report to ICOM, then ICOM will make legally allowed efforts to work cooperatively with the law enforcement agency but will not unduly delay its own investigation. If you do report to the police, they may notify ICOM that a report has been made. Counselors can provide you with more information about reporting to the police. They can provide services regardless of where an incident took place.

### **Seeking a Court-Issued Protective Order**

The main purpose of a court-issued protective order is to keep the respondent or subject from contacting you or causing further physical harm. There are different types of protective orders available based on the situation and the people involved. Counselors are available to provide more information and support in seeking a protective order.

**Follow these steps if you believe you may have been involved in a sexual misconduct or gender-based incident: Call 911 and then the ICOM Campus Security Office at 208-795-4311. Ensure your safety first.**

## **Privacy and ICOM Records**

ICOM seeks to protect the privacy of those who participate in investigations of sexual assault, stalking, relationship or intimate partner violence, sex- and gender-based harassment, and/or other sexual misconduct in accordance with applicable state and federal laws. It balances this practice with the need to investigate and address prohibited behaviors, prevent their recurrence, and remedy their effects.

Some information relevant to investigations may be protected from disclosure by law, such as student records which are protected by the Family Educational Rights and Privacy Act (FERPA) or healthcare information which is protected by the Health Insurance Portability and Accountability Act (HIPAA).

In the case that information related to an investigation must be shared, it will be limited to those persons with a legitimate educational or business need to know. This might include members of the Title IX team on the ICOM campus, ICOM Human Resources, the ICOM President, the ICOM Dean, and possibly a Legal Services Office. ICOM must also report campus crime statistics, including those relevant to incidents of sexual violence, in compliance with its obligations under the Clery Act. Personally identifiable information is never disclosed in this context. If information is requested through a valid subpoena, court order, or warrant, ICOM may be required to disclose it.

If you have concerns about whether ICOM is in compliance with Title IX or other relevant laws, you may make a claim to state or federal enforcement agencies, including the following:

- U.S. Department of Education, Office for Civil Rights
- Equal Employment Opportunity Commission
- Idaho Human Rights Commission

## **Sexual Misconduct Reporting and Investigating Procedures (Students and Employees)**

When a person learns of an incident of sexual harassment, including instances of sexual assault, relationship violence, and stalking, it should be reported to the Title IX Coordinator. Once the Title IX Coordinator receives information about the incident, they will begin to review and will determine how to best respond to the reported incident.

The College's investigation process concerning allegations of sexual harassment, sexual assault, domestic violence, dating violence and stalking alleged to have occurred against a student or employee will be promptly completed, ordinarily within 30 days of the College's first receiving notice of the Request for Investigation, absent extenuating circumstances such as an appeal, parallel criminal investigation, or the need for certain evidence or testimony unavailable within the typical timeframe. Both parties will be notified, in writing, of the outcome of any investigation or appeal, to the extent

permitted by College Policy; This will occur within 10 business days of the conclusion of any investigation or appeal, absent extenuating circumstances.■

### 1) Report of Incident

Once the Title IX Coordinator receives a report that could constitute sexual harassment, sexual assault, relationship violence, or stalking, the office immediately begins exploring the issue to determine next steps. This often involves talking to the reporter and reaching out to the victim. <https://www.icom.edu/campus/safety/title-ix/>

### 2) Provide Supportive/Protective Measures and Review Process

Sometimes it is necessary to take steps before or during a formal investigation or an investigation of alleged sexual assault to protect the rights and interests of the parties involved. Such measures may be designed to reduce or eliminate contact between the involved parties so that they may feel safe in their educational environment. Protective measures may also guard against further actual or perceived discrimination, harassment, violence or retaliation.■

The Title IX Coordinator will review the investigative process with the Complainant, including how to file a Formal Complaint. The Title IX Coordinator or their designee reaches out to the Complainant with information about supportive/protective measures available through the institution and the community. Supportive measures can include housing relocations, safety planning, mutual no contact orders, academic accommodations, etc. Supportive/protective measures may also include temporary changes in working conditions (such as changes to supervisor or office location), directives to the involved parties to avoid personal contact or refrain from such contact without a neutral third person present, temporary suspension of an employee with or without pay, or temporary suspension of a student or students. As soon as practicable after receipt of a Request for Investigation, the College will make changes to a Complainant's situation if requested and reasonably available. If interim measures are being taken, due at least in part to a delay occasioned by the pendency of a criminal investigation and/or prosecution, the College will continue to update the parties on the status of the investigation and inform the parties when the school resumes its Title IX investigation.

### No Contact Order■

During a formal investigation or an investigation of alleged sexual violence, the Title IX Coordinator may issue a "No Contact" order to ensure the well-being of all parties and/or the integrity of the investigation process. Both the Reporting and the Responding Parties are expected to avoid all contact with each other while the report is under investigation. "No Contact" means no communication whatsoever, including direct communication (talking, calling, texting, etc.), indirect communication (through friends or third parties), or contact through social media (Facebook, Twitter, etc.). The "No Contact" order does not imply any wrongdoing. However, violation of a "No Contact" order is considered a serious and potentially threatening breach of College policy and may result in immediate suspension. ■

These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or supportive/protective measures may constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Idaho College of Osteopathic Medicine.

### 3) Preliminary Review

The Title IX Coordinator or their designee will review the information gathered about the incident with Campus Security and other campus constituents to assess whether it has a duty to warn the campus community (e.g., a Timely Warning) and/or take other actions, as necessary, to protect those involved.

### 4) Formal Complaint Filed

Once the Title IX Coordinator or their designee have received a Formal Complaint, they will conduct an initial review to see whether the Complaint states sufficient facts to demonstrate that a violation of ICOM Policy has occurred. If the complaint states facts that, if proven, would be a violation of ICOM Policy, an investigation will move forward. If not, the complaint will be dismissed.

### 5) Notice of Investigation

Once a Formal Complaint moves forward to an investigation, The Title IX Coordinator or their designee will provide notice to the person against whom the complaint was filed (known as the "Respondent"). The notice will state a summary of the allegations including the date, location, and description of conduct alleged to violate ICOM Policy. It will also include the name of the Complainant. At any point going forward, prior to a final decision being made, the Complainant and Respondent may agree to enter an informal mediation process to resolve the complaint.

### 6) Investigation: Interviews and Gathering Evidence

Prior to the onset of the investigation, both the Complainant and Respondent will select or be assigned an advisor that will guide them through this process. Title IX Investigators will interview the Complainant, Respondent, and witnesses separately. They will also gather any documents or other evidence (such as text messages, screen shots, etc.) The respective Advisor may be present during any meeting the Complainant or Respondent has with the Title IX Investigators.

### 7) Draft Report

Once the investigation is complete, the Title IX Investigators will draft a report that is shared with the parties involved as well as the evidence collected during the investigation. The parties have ten (10) university business days to submit a response and/or additional information.

## 8) Final Report

The Title IX Investigators will incorporate relevant responses and any additional information provided by the parties and will then finalize the report. The final report will be shared with the Title IX Coordinator, the involved parties, the advisors, and the Title IX Decision Maker. The parties, once receiving the final report, will have at least ten (10) university business days to prepare for the hearing conducted by the Title IX Decision Maker.

## 9) Hearing

A hearing will be convened with notice given to both parties (complainant and respondent) of the time, date, and location of the hearing. Most hearings will be held in person. Each party must have an advisor present to conduct cross-examination on their behalf. The complainant or respondent may choose to seek the advice and assistance of an attorney at their own expense. An attorney may serve as a non-participating, support person, but cannot be a witness in the process. Additionally, the College will not recognize or enforce agreements between the parties reached outside of these procedures. If a party does not have an advisor, the University will appoint one. Each party may provide opening statements, call witnesses, and provide documents or evidence that were collected during the course of the investigation. After the hearing concludes, the decision-maker will issue a report with the findings and if applicable, sanctions. A **preponderance of the evidence standard of review** (seeking to determine whether there is a substantially greater than 50% likelihood that the sexual harassment occurred) will be used in an investigation conducted and decisions made under these policies and procedures. The report will be provided to parties simultaneously. Individuals involved in the investigative process are not permitted to audio or video record any investigation of resolution meetings or other portions of the process.

## Sanctions

Factors considered when determining a sanction may include, but aren't limited to:

- The nature, severity, and circumstances involved in the violation
- The respondents disciplinary history
- The need for sanctions/remediating actions to prevent a future occurrence of sexual harassment or retaliation
- The need to remedy the effects of the actions on the complainant and community
- Any other information deemed relevant by the decision-maker(s).

Sanctions could include any of the following:

- Student or Student Organization Sanctions:
  - Warning
  - Mentoring, community service, and/or educational project
  - Required training and/or counseling
  - Probation
  - Restrictions on physical access to ICOM property, courses, or events

- Loss of organization recognition or privileges
  - Suspension
  - Expulsion
- Employee Sanctions:
  - Warning
  - Performance improvement plan
  - Required Training and/or counseling
  - Loss of organization recognition, privileges, and/or affiliation
  - Mediation
  - Probation
  - Loss of or limited supervisory duties
  - Demotion
  - Suspension with pay
  - Suspension without pay
  - Termination

## **Appeal Process**

### **Requirements**

1. The Complainant (party) or Respondent (party) may submit a written appeal using the Request for Appeal form (hereafter "RFA") to the Title IX Coordinator.
2. The written appeal will be sent to the other party and the Appeal Officer (ICOM President).
3. Any party to a complaint may only file one appeal per incident, exigent circumstances notwithstanding.
4. Sanctions instituted by the ICOM President are to be implemented following the appeal determination.
5. The presumptive stance of the Title IX Coordinator is that the original Decision-Maker finding(s) and sanction(s) were correct in their finding. The burden is on the party to show that an error occurred as outlined below in the Grounds for Appeal.
6. Appeals are not intended to be re-interviews of the allegation(s). In most cases, appeals are confined to a review of the written documentation or record of the original investigation and adjudication of the case. Interviewing of or testimony by the parties is not appropriate - exigent circumstances notwithstanding.
7. The Appeal Officer may, at their discretion, request information regarding procedure from the Investigator, Title IX Coordinator, or Decision-Maker. Ideally, this information would not be necessary, as it should be included in the written requests and/or responses.

### **Procedures for appeals**

1. Only following the delivered formal conclusion of a Decision-Maker's final decision, both parties may submit for an RFA.
2. The RFA must be submitted within 3 business days of notification of the Decision-Maker's findings and include all evidence substantiating the appeal. The appeal form can be found [here](#).
3. Any RFA not filed in a timely fashion will be denied. No exceptions to this timeline are permissible without the express permission of the Appeal Officer.
4. Any RFA will be shared with all parties (Complainant, Respondent, Title IX Coordinator, and Decision-Maker) who may respond in writing to the Appeal Officer.
  - All responses must be submitted to the Appeal Officer within three (3) business days of the notification that an appeal has been filed and all responses will be shared with all parties.

## Grounds for appeal

1. A procedural error or omission occurred that significantly impacted the outcome of the process (e.g. material deviation from established procedures).
2. To consider new evidence, unavailable during the original investigation or adjudication, that could substantially impact the original finding or sanction. A summary of this new evidence and its potential impact must be included.

**NOTE:** When a party fails to provide a statement/evidence (e.g. under advice of counsel/advisor) during an investigation, and subsequent to the interview/hearing decides to provide the statement/evidence, it will not be considered “new evidence” for the purposes of this ground. Additionally, subsequent findings of a criminal or civil court (e.g. dismissals, plea bargains, settlements) alone do not constitute sufficient grounds for appeal, but may be considered if new evidence was the grounds for said finding.

3. A conflict of interest or bias by an investigator, coordinator, or Decision-Maker that substantially impacted the outcome of the investigation or adjudication.

**NOTE:** Parties have the ability to address any potential conflict of interest or bias for or against a given party at the time of notification of the individual’s involvement in the case. Therefore, in the appeal, the party must also explain why the party did not exercise this opportunity at the time any individual’s name was disclosed.

## Appeals under consideration

1. The Appeal Officer, after considering the original appeal and all associated responses, will make a decision on the appeal and communicate one of the following determinations within three (3) business days of receiving the final response - exigent circumstances notwithstanding.

### **The decisions are limited to the following:**

- a. Affirming the decision of the original Decision-Maker and or investigation.
  - b. In cases where it is determined that the procedural error did significantly impact the finding or sanction, the Appeal Officer will require one of the following two remedies:
    - Remand the case back to the original coordinators, investigators and/or Decision-Maker with instruction to repair the procedural error.
    - Remand the case back to be reinvestigated by new investigators, new coordinator, and/or new Decision-Maker. This is typically done in cases where the procedural error is so profound as to render the original investigation and/or adjudication too biased or influenced.
2. In cases where it is determined that the new evidence, unavailable during the original investigation, is now available and could substantially impact the original finding or sanctions of the Decision-Maker, the Appeal Officer will remand the case back to the original Decision-Maker with instruction to consider the new evidence.
    - In this case, the original Decision-Maker will convene solely to consider the new evidence.

## Informal Resolution Process

The ‘Informal Resolution Process’ is a voluntary and structured interaction between involved parties (Complainant and Respondent) to resolve the allegations following the filing of a formal complaint and prior to a formal hearing on the allegations. The informal resolution (IR) process is intended to be flexible while also providing consideration for a full range of possible outcomes. The availability of an IR process will be included in investigatory process documentation.

The following are the parameters by which the IR pathway may be conducted.

1. The Title IX Coordinator (Coordinator) may offer the parties the opportunity to become involved in an IR process if either the Complainant or Respondent petitions the Coordinator in writing to offer an informal resolution process to the other party. The Coordinator determines if an IR is appropriate given the allegations and as may be consistent with application regulations. The Coordinator supervises the IR process.
2. The IR will be voluntary for both parties and each party must submit a written request to become involved in the IR. An informal resolution cannot be offered if the Complainant is an ICOM student and the Respondent is an employee or other agent of ICOM.
3. The IR will not require the parties to confront each other or even be present in the same room. The parties may consult their advisor or have their advisor present at any time an IR meeting occurs; the presence of an advisor is not required.
4. Either party may withdraw, without penalty or prejudice, from the IR up until a written resolution agreement is signed by both parties. If either party withdraws from the IR, the formal grievance process will resume.
5. The Coordinator has the authority to end the resolution process if the Coordinator believes that one or both parties are not operating in good faith. If this happens, the formal grievance process will resume.
6. Both parties and the Coordinator will have an opportunity to offer proposals to become a part of the final outcome(s)/agreement. An IR agreement may include, but is not limited to: a statement of contrition; an admission of responsibility; an admission of false allegations; disciplinary/punitive sanctions; counseling; and involvement in an educational/remediation program.
7. The Coordinator and both parties must all agree to the outcome(s) of the IR. In doing so the Coordinator will write a binding agreement based upon the parties' verbal agreement with the negotiated outcome(s). Separately, both parties will then be offered the opportunity to sign this IR agreement. If either party refuses to sign this agreement, the IR will be considered failed, and the grievance process will resume.
8. A signed resolution agreement is binding on both parties and closes the matter for any further consideration; the original formal complaint is dismissed.

## **Summary**

The purpose of these reporting, investigation and hearing procedures is to provide prompt, impartial, and equitable processes for addressing and investigating incidents of sexual misconduct allegedly committed against students and employees. A lengthy period of time between an alleged occurrence and an investigation may make fact-finding more difficult; therefore, individuals are encouraged to raise concerns and complaints as soon as possible.

## **Amnesty For Alcohol and/or Other Drugs**

Sometimes, a student or employee may be hesitant to come forward and file a sexual misconduct investigation request out of concern that the student or employee was using or was under the influence of alcohol or illegal drugs at the time of the alleged incident. However, the College's primary interest in such situations is in addressing alleged sexual violence. Illegal alcohol or drug use never renders a Complainant at fault for sexual violence against him or her.

The College will not pursue disciplinary action against Complainants or witnesses for disclosure of illegal personal consumption of drugs or alcohol where such disclosures are made in connection with a good faith report or investigation of Prohibited Conduct.

#### Prohibition of Retaliation

The College prohibits retaliation against any employee or student who, in good faith; reports, rejects, protests, or complains about sexual misconduct. Retaliation is a violation of ICOM policy. The College will not tolerate discrimination, recrimination, or reprisal against any employee or student who reports or participates under this policy in good faith in a related investigation or hearing.

Complaints of retaliation should be reported to a member of the Title IX Coordinator's Response Team. Any individuals, including Reporting Parties and alleged Responding Parties, who are determined to have made knowingly false statements during the course of the sexual misconduct investigation, may be subject to discipline, which may include termination or dismissal.

#### **How can I obtain the record of an investigation?**

If you are a student who participated in an investigation, you may request records by emailing the Title IX Coordinator:

- Email: [hpowers@icom.edu](mailto:hpowers@icom.edu)
- Mail to: Title IX Coordinator, ICOM, 1401 E Central Dr., Meridian, ID 83642

#### **Title IX Coordinator**

Ms. Heidi Powers

Assistant Vice President of Human Resources & Title IX Coordinator

Office: ICOM Main Campus Room 352

Email: [hpowers@icom.edu](mailto:hpowers@icom.edu) Office

Phone: (208) 795-4378

#### **Training**

The College provides regular training, including bystander intervention programs, to educate all students and employees about the College's sexual harassment and Title IX policies.

All employees and students are required to complete an on-line Title IX Training Module each year. Additionally, the Title IX Response Team may make presentations each year which may be delivered to students and employees. All such presentations should be recorded and made available for employees and students to access at times convenient for them.

Additionally, the College provides regular and thorough training to the Title IX Coordinator and their Response Team (investigators and hearing officers), Campus

Security Officers, and anyone else who is involved in responding to, or investigating, sexual misconduct.