1. Equal Opportunity, Harassment, and Nondiscrimination

Maryland Institute College of Art (MICA) is committed to providing its staff, faculty, students, and guests the opportunity to pursue excellence in their academic and professional endeavors. This opportunity can only exist when each member of our community is assured an atmosphere of mutual respect in which one is judged solely on criteria related to academic or job performance. The College is committed to providing such an environment, free from all forms of harassment and discrimination. Each member of the community is responsible for fostering mutual respect, being familiar with this policy, and refraining from conduct that violates this policy.

MICA affirms its commitment to promote our values of fairness and equity. Complaints of discrimination or harassment are subject to resolution as detailed below. This process is applicable regardless of whether the parties involved are members or nonmembers of the campus community, students, student organizations, faculty, administrators, or staff.

The Associate Vice President for Human Resources (or their designee), serves as the Title IX Coordinator (the “Coordinator”) and oversees the implementation of MICA’s policy on equal opportunity, harassment, and nondiscrimination. There is no time limitation on the filing of complaints under this policy. Reports of discrimination, harassment and/or retaliation may be made promptly using any of the following options:

1. Report directly to the Coordinator (listed below)
2. Report to Campus Safety
3. Report to Student Affairs
4. Report to supervisor or faculty member

Reports of misconduct or discrimination committed by the Coordinator should be reported to the MICA President, Samuel Hoi, 1300 West Mount Royal Avenue, Suite M150, Baltimore, MD 21217, shoi@mica.edu, (410) 225-2237.

All reports are acted upon promptly while every effort is made by the College to preserve the

1Except where indicated otherwise, as used in this policy, the “Coordinator” refers to the Title IX/ADA/Section 504 Coordinator, a Deputy Coordinator, or other designee designated to fulfill the duties of the Coordinator under this policy.
confidentiality of reports. Such reports may also be anonymous. Most employees (faculty and staff) of MICA are “responsible employees”, as defined under Title IX regulatory guidance, who are required to share reports of sexual discrimination, sexual harassment, including sexual violence, and other violations covered in this policy promptly with the Coordinator or other appropriate campus official. All employees are strongly encouraged to report discrimination or misconduct based on any of the protected classes listed in Section 2, Nondiscrimination, below. Only on-campus licensed professional counselors (MICA Counseling Center) and campus health service providers (MICA Student Health Services) whose official responsibilities include providing such services to members of the MICA community are able to grant confidentiality. Confidentiality and required reporting are addressed more specifically in Section 8, below.

This policy applies to behaviors that take place on the campus or at College-sponsored events and may also apply to off-campus (including online) activities when the Coordinator determines that the off-campus conduct affects a substantial MICA interest.

Inquiries about this policy and the procedures within it may be made to:

Colleen M. Cashill  
Associate Vice President, Human Resources/Title IX Coordinator  
Bunting 310  
1300 West Mount Royal Avenue  
Baltimore, MD 21217  
(410) 383-6616

Reggie Higgins  
Associate Director, Employee Relations  
Deputy Title IX Coordinator (Employee Focused)  
Bunting 310  
1300 West Mount Royal Avenue  
Baltimore, MD 21217  
(410) 383-6616

Michael Patterson  
Vice President, Student Affairs & Dean of Students  
Deputy Title IX Coordinator (Student Focused)
2. Nondiscrimination

MICA adheres to all federal, state and local civil rights laws banning discrimination in institutions of higher education. The College will not discriminate against any employee, applicant for employment, student, or applicant for admission on the basis of race, religion, color, sex, pregnancy, religion, creed, ethnicity, national origin (including ancestry), physical or mental disability, age, marital status, sexual orientation, gender, gender identity, perceived identity (including appearance), veteran or military status (including special disabled veteran, Vietnam-era veteran, or recently separated veteran), predisposing genetic characteristics, or any other protected category under applicable local, state or federal law, including protections for those opposing discrimination or participating in any grievance process on campus or with the Equal Employment Opportunity Commission or other civil rights agencies.

This policy covers nondiscrimination in employment and in access to educational opportunities. Therefore, any member of the campus community, guest, or visitor who acts to deny, deprive or limit the educational, employment, residential and/or social access, benefits and/or opportunities
of any member of the campus community on the basis of his or her actual or perceived membership in the protected classes listed above is in violation of MICA’s policy on nondiscrimination. When brought to the attention of the College, any such discrimination will be appropriately remedied according to the procedures outlined below.

3. Accommodation of Disabilities

MICA is committed to full compliance with the Americans with Disabilities Act of 1990 as amended (ADA) and Section 504 of the Rehabilitation Act, as amended. These and other federal, state and local laws prohibit discrimination against qualified persons with disabilities. Under the ADA, an individual with a disability is a person who has a physical or mental impairment that substantially limits a major life activity; has a record of such an impairment; or is regarded as having such an impairment. A substantial impairment is one that significantly limits or restricts a major life activity such as hearing, seeing, speaking, breathing, performing manual tasks, walking, or caring for oneself. The law also protects people from discrimination based on their relationship with a person with a disability (even if they do not themselves have a disability).

3.1. Students with Disabilities

MICA is committed to providing qualified students with disabilities with reasonable accommodations and support needed to ensure equal access to all programs and activities of the College. A student or applicant requesting any accommodations should first contact the Learning Resource Center. The accommodation request will be considered in accordance with MICA’s policy for providing accommodations to students with disabilities.

3.2. Employees with Disabilities

Pursuant to the ADA, MICA will provide reasonable accommodation(s) for qualified employees with disabilities. Reasonable accommodations are adjustments or modifications provided by an employer to enable people with disabilities to enjoy equal employment opportunities. An accommodation is not reasonable if it poses an undue hardship to the College.

An employee who is seeking a reasonable accommodation of a disability may contact the Office of Human Resources.
4. Covered Under This Policy

Students, staff, administrators, and faculty are entitled to a working environment and educational environment free of discrimination and harassment. MICA Equal Opportunity Harassment and Non-Discrimination Policy’s harassment is not meant to inhibit or prohibit educational content or discussions inside or outside of the classroom that include germane but controversial or sensitive subject matters protected by academic freedom. The sections below describe the specific forms of legally prohibited discrimination and harassment that are also prohibited under the College’s policy.

4.1 Discrimination Based on a Protected Status

Discrimination that violates this Policy occurs when a member of or visitor to the MICA community is deprived of educational or employment access, benefits or opportunities on the basis of their actual or perceived membership in a protected class. Protected status covered by this policy include: race, religion, color, sex, pregnancy, religion, creed, ethnicity, national origin (including ancestry), physical or mental disability, age, marital status, sexual orientation, gender, gender identity, perceived identity (including appearance), veteran or military status (including special disabled veteran, Vietnam-era veteran, or recently separated veteran), predisposing genetic characteristics, or any other protected status.

4.2. Discriminatory Harassment

MICA condemns and will not tolerate discriminatory harassment against any employee, student, visitor or guest on the basis of any status protected by College policy or law. Harassment, whether verbal, physical or visual, that is based on protected status is a form of discrimination. This includes harassing conduct affecting tangible job benefits, interfering unreasonably with an individual’s academic or work performance or creating what a reasonable person would perceive is an intimidating, hostile or offensive environment. Prohibited sex discrimination includes sexual harassment and sexual violence. The College will remedy all forms of harassment when reported, and may impose sanctions for violation of this policy, whether or not the harassment constitutes unlawful discrimination. Examples of discriminatory harassment include:

- Threatening or causing physical harm, extreme verbal abuse, or other conduct that threatens or endangers the health or safety of any person on the basis of the individual’s actual or perceived membership in a protected class
- Intimidation, defined as implied or overt threats or acts that cause an unreasonable fear
of harm in another on the basis of actual or perceived membership in a protected class

- Hazing, defined as acts likely to cause physical or psychological harm or social ostracism to any person within the MICA community that are related to the admission, initiation, pledging, joining, or any other group-affiliation activity (as defined further in the hazing policy) on the basis of actual or perceived membership in a protected class; hazing is also illegal under Maryland law and prohibited by the College

- Bullying, defined as repeated and/or severe aggressive behavior likely to intimidate or intentionally hurt, control, or diminish another person, physically or mentally, on the basis of actual or perceived membership in a protected class

Any other MICA rules, when a violation is motivated by the actual or perceived membership of the “Reporting Party” (the person who allegedly was subject to a violation of this Policy) in a protected class may be pursued using this policy and process. MICA reserves the right to address offensive conduct that is not on the basis of a protected status through appropriate discipline, facilitated conversation, remedial actions, education, and/or effective conflict resolution mechanisms. For assistance with conflict resolution techniques, employees may contact the Office of Human Resources and students may contact the Office of Student Affairs.

4.3. Sexual Harassment

Sexual harassment is a form of sex discrimination and, therefore, is an unlawful discriminatory practice. For purposes of this policy, sexual harassment is unwelcome behavior of a sexual nature. Sexual harassment includes but is not limited to unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual’s instruction, employment, or participation in any College activity

- Submission to or rejection of such conduct by an individual is used as the basis for decisions affecting that individual. Such conduct has the purpose or effect of unreasonably interfering with an individual’s work or academic performance or creates an intimidating, hostile, or offensive environment.

Some examples of possible Sexual Harassment include:

- A professor insists that a student have sex in exchange for a good grade. This is harassment regardless of whether the student accedes to the request.

- A student repeatedly sends sexually oriented jokes around on an email list s/he created, even when asked to stop, causing one recipient to avoid the sender on campus and in the residence hall in which they both live.

- Two supervisors frequently “rate” several employees’ bodies and sex appeal,
commenting suggestively about their clothing and appearance.

- A professor engages students in class in discussions about their past sexual experiences, yet the conversation is not in any way pertinent to the subject matter of the class. The professor probes for explicit details, and demands that students answer, though they are clearly uncomfortable and hesitant.

- An individual widely spreads false stories about their sex life with their former partner. The former partner is clearly uncomfortable and feels that they have been viewed as a social pariah on campus.

Anyone experiencing sexual harassment at MICA or any program/activity associated with MICA is encouraged to report it immediately to MICA’s Title IX Coordinator or to any deputy coordinator.

**4.4. Consensual Relationships**

In the view of the College, all employees are considered to have professional responsibility for students. Therefore, relationships between students and employees (faculty, administrator, or staff) are prohibited. There are inherent risks in any romantic or sexual relationship between individuals in unequal positions (such as faculty and student, supervisor and employee). These relationships may be less consensual than perceived by the individual whose position confers power. The relationship also may be viewed in different ways by each of the parties, particularly in retrospect. Furthermore, circumstances may change, and conduct that was previously welcome may become unwelcome. Even when both parties have consented at the outset to a romantic or sexual involvement, this past consent may not remove grounds for a later charge of a violation of applicable sections of this policy. Consensual romantic or sexual relationships in which one party maintains a direct supervisory or evaluative role over the other party are unethical. Therefore, employees (including student employees and graduate teaching assistants) with direct supervisory or evaluative responsibilities who are involved in such relationships must promptly inform their supervisor and Human Resources of the relationship. This report will likely result in a change in supervisory or evaluative responsibility. Failure to self-report such relationships to a supervisor and/or Human Resources as required can result in disciplinary action for an employee.

**4.5 Pregnancy**

MICA is committed to supporting the academic and professional success of pregnant and parenting students and employees. MICA provides accommodations to support pregnant
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students and employees, including accommodations for disabilities related to pregnancy. If you are a student who needs to request or discuss accommodations, please contact the Title IX Coordinator. If you are an employee who needs to request or discuss accommodations, please contact Human Resources.

4.6 Intimate Partner Violence

4.6.1 Dating Violence
Dating violence is abusive or violent behavior committed by a person who is or has been in a dating, romantic, or intimate relationship with the Reporting Party. The existence of such a relationship is determined based on the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence may include physical violence or abuse, conduct that would cause a reasonable person to be fearful for their safety, and psychological and emotional abuse, economic abuse, verbal abuse, sexual abuse, or threats of such abuse. Dating violence may be conducted in person, using the internet or other technology resources, or through any other method. Dating violence does not include acts covered under the definition of domestic violence. Dating violence also refers to conduct that meets the definition of abuse as defined by the laws of Maryland.

4.6.2 Domestic Violence
Domestic violence is abusive or violent committed by a current or former spouse (or a person similarly situated to a spouse) of the Reporting Party, by a person with whom the Reporting Party shares a child in common, or by a person who is cohabitating with or has cohabitated with the Reporting Party as a spouse. Domestic violence may include physical violence or abuse, conduct that would cause a reasonable person to be fearful for his or her safety, and psychological and emotional abuse, economic abuse, verbal abuse, sexual abuse, or threats of such abuse. Domestic violence may be conducted in person, using the internet or other technology resources, or through any other method. Domestic violence also refers to conduct that meets the definition of abuse as defined by the laws of Maryland.

4.6.3 Stalking
Stalking is a pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to fear harm or injury, or suffer psychological or emotional harm. Stalking can include (but is not limited to) frightening communications, direct, indirect, or third party threats, following, monitoring, surveilling a specific person, or interfering with a person’s property, and other harassing, threatening, and intimidating behavior. Stalking may be conducted in person, using the internet or other technology resources, or through any other method. Stalking also refers to conduct that
meets the definition of stalking as defined by the laws of Maryland.

4.7. Sexual Misconduct

State law defines various violent and/or non-consensual sexual acts as crimes. These definitions are found in Appendix A of this document. Additionally, MICA has defined categories of sexual misconduct, as stated below, for which action under this policy may be imposed. In general, the College considers Non-Consensual Sexual Intercourse violations to be the most serious and therefore typically imposes the most severe sanctions, including suspension or expulsion for students and termination for employees, for these offenses. However, MICA reserves the right to impose any level of sanction, ranging from a reprimand up to and including suspension or expulsion/termination, for any act of sexual misconduct or other gender-based offenses, including intimate partner violence, non-consensual sexual contact, and stalking, based on the facts and circumstances of the complaint.

Acts of sexual misconduct may be committed by any person upon any other person, regardless of the sex, gender, sexual orientation and/or gender identity of those involved. A determination of whether sexual activity constitutes sexual misconduct will often depend on whether there was consent. Consent is the knowing, voluntary and clear permission by word or action to engage in mutually agreed upon sexual activity. Since individuals may experience the same interaction in different ways, it is the responsibility of each party to make certain that the other has consented before engaging in the activity. For consent to be valid, there must be a clear expression in words or actions that the other individual has consented to that specific sexual conduct.

A person cannot consent if they are unable to understand what is happening or is disoriented, helpless, asleep or unconscious for any reason, including due to alcohol or other drugs. An individual who engages in sexual activity when the individual knows, or should know, that the other person is physically or mentally incapacitated has violated this policy. Silence or the absence of resistance alone is not consent.
Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous relationship is not sufficient to constitute consent. A person can withdraw consent at any time during sexual activity by expressing in words or actions that they no longer wants the act to continue, and, if that happens, the other person must stop immediately.

It is not an excuse that the individual “Responding Party” (the person accused of a violation of this Policy) was intoxicated and, therefore, did not realize the incapacity of the other. Incapacitation is defined as a state in which someone cannot make rational, reasonable decisions because the individual lacks the capacity to give knowing consent (e.g., to understand the “who, what, when, where, why or how” of their sexual interaction). This policy also covers a person whose incapacity results from mental disability, involuntary physical restraint and/or from the taking of incapacitating drugs. While incapacitation may result from the use of alcohol and/or drugs, incapacitation is a state beyond typical drunkenness or intoxication. Incapacitation may also exist because of a physical, mental or developmental disability. The question of incapacitation will be examined objectively from the perspective of the Responding Party, i.e., whether a reasonable, sober person in the place of the Responding Party should have known the condition of the Reporting Party based on the apparent indications of incapacitation, which may include, but are not limited to, acting confused or incoherent, difficulty walking or speaking, and vomiting.

Sexual misconduct includes:

4.7.1. Non-Consensual Sexual Intercourse

Defined as: Any sexual penetration, however slight, that is without consent and/or by force. Sexual penetration includes vaginal or anal penetration by a penis, tongue, finger, or object, and oral sex by mouth to genital contact.

4.7.2. Non-Consensual Sexual Contact

Defined as: Any intentional sexual touching, however slight, that is without consent and/or by force. Sexual touching includes contact with the breasts, groin, genitals, mouth or other bodily orifice of another individual, or any other bodily contact in a sexual manner.
Together, non-consensual sexual intercourse and non-consensual sexual contact are also referred to as sexual assault in this policy.

4.7.3. Sexual Exploitation

Sexual Exploitation refers to a situation in which a person takes non-consensual or abusive sexual advantage of another but the conduct does not fall within the definitions of Sexual Harassment, Non-Consensual Sexual Intercourse or Non-Consensual Sexual Contact.

Examples of sexual exploitation include, but are not limited to:

- Sexual voyeurism (such as watching a person undressing, using the bathroom or engaged in sexual acts without the consent of the person observed)
- Taking pictures or video or audio recording another in a sexual act, or in any other private activity without the consent of all involved in the activity, or exceeding the boundaries of consent (such as allowing another person to hide in a closet and observe sexual activity)
- Disseminating sexual pictures without the photographed person’s consent
- Engaging in sexual activity with another person while knowingly infected with a sexually transmitted disease or infection (STD/STI) and without informing the other person of the disease or infection.
- Administering alcohol or drugs (such as “date rape” drugs) to another person without the individual’s knowledge or consent

5. Retaliation

Retaliation is defined as any adverse action taken against a person because of the person’s participation in a protected activity, such as alleging a violation of this policy or participating in an investigation under this policy. Retaliation against an individual for alleging discrimination or harassment (including intimate partner violence and sexual misconduct), supporting a party bringing a complaint, or assisting in providing information relevant to an investigation of discrimination or harassment is a serious violation of MICA policy. Acts of alleged retaliation should be reported immediately to the Title IX/Equity Coordinator, Campus Safety, or Student Affairs and will be promptly investigated. The College is prepared to take appropriate steps to protect individuals who fear that they may be subjected to retaliation.
6. Remedial Action

MICA will implement initial interim remedial and responsive and/or protective actions upon notice of alleged harassment, retaliation and/or discrimination. Such actions could include but are not limited to: no contact orders, interim suspension, providing counseling and/or medical services, academic support, living arrangement adjustments, transportation accommodations, providing a campus escort, academic or work schedule and assignment accommodations, safety planning, and referral to campus and community support resources.

MICA will take additional prompt remedial and/or disciplinary action in respect to any member of the community, guest or visitor who has been found to have engaged in harassing or discriminatory behavior or retaliation. Procedures for handling reported incidents are fully described below.

7. Confidentiality and Reporting of Complaints Under This Policy

Discrimination and harassment cannot be addressed effectively unless they are reported. Most MICA employees are expected to report incidents of discrimination or harassment, including sexual misconduct, to appropriate College officials.

If a party would like the details of an incident of discrimination or harassment to be kept confidential, they may speak with on-campus licensed professional counselors (MICA Counseling Center) and campus health service providers (MICA Student Health Services) whose official responsibilities include providing such services to members of the MICA community or, in the case of employees, the College’s Employee Assistance Program. These confidential on-campus resources are available to help free of charge and can be seen on an emergency basis during normal business hours.

Off-campus resources such as professional counselors, health care providers, rape crisis counselors, domestic violence resources, local or state assistance agencies, and members of the clergy are required to maintain confidentiality except in extreme cases of immediacy of threat or danger or abuse of a minor. A list of these resources can be found in Section 12.

Individuals may want to consider carefully whether they share personally identifiable details
with non-confidential employees, since those details must be shared by the employee with the Coordinator (in the case of sex discrimination or sexual harassment, including sexual violence) or other appropriate College official.

If the Reporting Party does not wish for his or her name and/or the name of the Responding Party to be shared, does not wish for an investigation to take place, or does not want a formal resolution to be pursued, the Reporting Party may make such a request to the Coordinator who will evaluate that request in light of the responsibility to provide a safe and non-discriminatory environment for all members of the campus community and relevant state and federal laws. In all cases, information will be shared only as necessary with investigators, witnesses, the Responding Party, and those involved with the administration of the policy. The circle of people with this knowledge will be kept as tight as possible in order to preserve the rights and privacy of those involved in the process.

In certain situations, the College may determine that discrimination and public safety concerns require it to investigate alleged discrimination or harassment even if either the Reporting Party or Responding Party chooses not to participate in the Investigation, such as sexual misconduct cases involving a pattern, predation, threat, weapons, or violence. Before making this decision, the Coordinator will act in good faith to assess the relevant circumstances and communicate the decision to conduct an Investigation to both parties.

In cases where the Reporting Party requests confidentiality and the circumstances allow the College to honor that request, the College will offer interim supports and remedies to the Reporting Party and the community, but will not otherwise pursue Formal Investigation as noted in Section 11 below. A party bringing a complaint has the right, and can expect to have complaints taken seriously by MICA when formally reported, and to have those incidents investigated and properly resolved through these procedures.

**Amnesty for Certain Policy Violations to Encourage Reporting**

The College encourages reporting and seeks to remove any barriers to reporting by making the procedures for reporting transparent and straightforward. The College recognizes that an individual who has been drinking or using drugs at the time of the incident may be hesitant to make a report because of a potential policy violation and consequences for their own conduct.
An individual who reports sexual misconduct or intimate partner violence or participates in an investigation, either as a Reporting Party or third party witness, will not be subject to disciplinary action by the College for their own personal consumption of alcohol or drugs at or near the time of the incident, provided that any such violations did not and do not place the health or safety of any other person at risk. The College may, however, initiate an educational discussion or pursue other educational remedies regarding alcohol or other drugs.

7.1 Reporting Options:

The following describes options for reporting complaints of violations of this policy:

1. Report to a Responsible Employee, who will then inform the Coordinator. A Responsible Employee includes all MICA administrators, supervisors in non-confidential roles, faculty members, campus police, coaches, athletic trainers, resident assistants, and non-confidential employee. Responsible Employees who learn of reports or allegations of violations of this policy will promptly notify the Coordinator (or designee).

2. Report to the Coordinator or any member of the Equity Core Team. An individual who wishes to make a report of prohibited conduct is encouraged to make a report directly to the Coordinator, Deputy Coordinator, the Student Affairs Office, Residence Life, Campus Safety, or Human Resources. Complaints of discrimination and harassment are resolved through the coordinated efforts of the Equity Core Team. The Equity Core Team is comprised of the Coordinator, the Provost (or designee), the Director of Equity/Deputy Title IX Coordinator, the Vice President of Student Affairs/Deputy Title IX Coordinator, the Director of Human Resources and the Director of Residence Life and Student Conduct.

3. Report to Law Enforcement: The campus process is not a criminal proceeding and does not take the place of such. Campus harassment and discrimination proceedings are independent of civil or criminal proceedings and may go forward regardless of action taken (or not taken) by law enforcement agencies. Clearly, violations of sexual assault laws are subject to criminal and civil prosecution and may be referred to law enforcement agencies for disposition.

A victim/survivor of sexual assault, intimate partner violence, and other criminal sexual misconduct has the right to file criminal charges, and, at the victim/survivor's request, MICA
will promptly assist in notifying appropriate law enforcement officials. You can also contact the Baltimore Police Department to file criminal charges at 410-369-2411. Always call 911 in the case of an emergency.

If you would like assistance from someone outside MICA, call the Sexual Assault Center Hotline at 410-828-6390.

8. Federal Timely Warning Obligations

Victims of sexual misconduct and intimate partner violence should be aware that MICA administrators must issue timely warnings for incidents reported to them that pose a substantial threat of bodily harm or danger to members of the campus community. The College will make every effort to ensure that a victim’s name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the potential danger.

9. False Complaints

Deliberately false and/or malicious accusations of discrimination, harassment or other alleged violations of this policy will be subject to appropriate disciplinary action. Complaints made in good faith, even if erroneous, will not be subjected to disciplinary action.

10. Procedures for the Investigation of Complaints

All persons are encouraged to report promptly suspected violations of this policy so that the College can conduct a thorough, prompt and impartial investigation consistent with this Policy. All participants will be treated with dignity, respect, and sensitivity. Upon receipt of a report alleging sexual misconduct or intimate partner violence, the Reporting Party will be provided with information about on and off campus resources, interim accommodations and remedies available, and other rights and options under this policy, including legal services organizations and referral services available to students in cases of sexual misconduct and intimate partner violence. The Reporting Party will also be provided with a copy of this policy and an explanation of the procedural options, including Informal Resolution and Formal Resolution. The College will also make available an advisor, advocate, or support person.
All procedures detailed below apply to discrimination and misconduct complaints involving the protected classes listed in Section 2, Nondiscrimination, previously.

10.1 Initial Assessment

The Initial Assessment will determine whether the reported conduct constitutes a potential violation of the Policy, whether further action is warranted based on the reported conduct, and whether the College has jurisdiction over the parties. Factors considered during an Initial Assessment include, but are not limited to:

The nature and circumstances reported in the complaint:

- The safety of the Reporting Party and of the MICA Community in case of sexual misconduct and intimate partner violence (considering patterns and severity of conduct as relevant to a safety assessment);
- A Reporting Party’s expressed preference, if known, regarding forward action, including any request that no further action be taken; and
- At the conclusion of the Initial Assessment the Coordinator will identify the appropriate next steps, including but not limited to, a determination that:
  - The reported conduct falls within this Policy and should be investigated; or
  - The reported conduct falls outside of this Policy and no further action should be taken; or
  - The reported conduct falls outside of the Policy and the matter should be referred to another office or department of the College; or
  - Consistent with the information available and the request of the Reporting Party, no Investigation will proceed and appropriate interim measures will be provided.

At the conclusion of the Assessment, the Coordinator, in consultation with the Equity Core Team where the Coordinator deems it helpful, will determine the appropriate manner of resolution and, if appropriate, refer the report for 1) Informal Resolution, or 2) Formal Investigation to determine if there is sufficient information to proceed with Formal Resolution. If the Coordinator determines that the alleged conduct does not represent a potential violation of this policy, the Coordinator will inform the Reporting Party of the basis for this decision in writing and decline to accept the complaint for resolution. In such event, the Reporting Party
may seek an appeal with an appellate officer, as defined below, alleging that this decision not to accept the complaint constitutes clear error.

If the complaint is accepted, determination as to how to proceed will be communicated to the Reporting Party in writing. A Responding Party will be notified in writing of the Reporting Party’s complaint when the College seeks action that would impact a Responding Party, such as protective measures that restrict their movement on campus or communication with certain individuals, the initiation of an investigation, or the decision to involve the Responding Party in Informal or Formal Resolution. In cases alleging sexual misconduct or intimate partner violence, the notice to the Responding Party will include information about on and off campus resources, interim accommodations available, and other rights and options under this policy, including legal services organizations and referral services available to students in cases of sexual misconduct and intimate partner violence.

Both the Reporting Party and Responding Party have a right to seek interim measures, including no contact orders and transfer to alternative classes or housing, where such alternatives are available and feasible.

10.2 Informal Resolution

Informal resolution is a remedies-based, non-disciplinary approach designed to eliminate a hostile environment without taking disciplinary action against a Responding Party. Where the Initial Assessment concludes that informal resolution may be appropriate, MICA will seek to take timely corrective action through the imposition of individual and community remedies designed to maximize the Reporting Party’s access to the educational and extracurricular activities at the college and to eliminate a hostile environment. Depending on the form of informal resolution used, it may be possible to maintain anonymity.

MICA will not compel a Reporting Party to engage in mediation, to directly confront the Responding Party, or to participate in any particular form of informal resolution. Mediation, even if voluntary, will not be used in cases involving sexual violence or assault. The decision to pursue informal resolution will be made when the College has sufficient information about
the nature and scope of the conduct, which may occur at any time. Participation in informal resolution is voluntary, and any party or the College can choose to end informal resolution at any time in favor of formal resolution prior to the completion of the informal resolution process. In such cases where an agreement is reached to resolve a matter through informal resolution, and the terms of the agreement are implemented, the matter will be considered resolved and closed. Agreements reached through informal resolution are considered final, and cannot be referred for formal resolution, except if the Responding Party fails to satisfy the terms of the agreement.

The Coordinator will maintain records of all reports and conduct referred for informal resolution. Informal resolution will typically be completed within sixty (60) calendar days of the initial report.

10.3 Formal Investigation

Following the Initial Assessment, the College may initiate a Formal Investigation which will be prompt, thorough, and impartial. The Coordinator, in consultation with the Equity Core Team, as appropriate, will oversee the investigation. The investigation is designed to provide a fair and reliable gathering of the facts. All individuals in the investigation, including the Reporting Party, the Responding Party, and any third-party witnesses, will be treated with appropriate sensitivity and respect. Consistent with the need for a full assessment of the facts and recognizing the right of the Responding Party to answer the charges against them, the investigation will seek to safeguard the privacy of the individuals involved.

The investigation will be conducted by individuals who have specialized training and experience investigating allegations of discrimination, harassment and sexual misconduct (as applicable to the allegations in the complaint). The investigators may be MICA employees or external investigator(s) engaged to assist the College in its fact gathering. Any investigator chosen to conduct the investigation must be free of any known or reasonably perceived bias or conflict of interest. The Reporting Party and the Responding Party each have the right to request a different investigator(s) if they know or reasonably perceive a bias or conflict of interest is present. The request for a different investigator must be supported with an explanation for the alleged bias or conflict. The Coordinator has sole discretion to determine if sufficient basis supporting a claim for bias or conflict of interest has been presented to warrant changing investigator(s).
The investigator(s) will coordinate the gathering of information from the Reporting Party, the Responding Party, and any other individuals who may have information relevant to the determination of responsibility or sanction. The investigator(s) will also seek to gather any available physical or medical evidence, including documents, communications between the parties, and other electronic records as appropriate. The Reporting Party and Responding Party will have an equal opportunity to be heard, to submit evidence, and to identify witnesses who may have relevant information.

10.3.1. Notice of Investigation

When it is determined that a case is being forwarded for Formal Investigation and Resolution, the Investigators will send written Notification Letter to both the Reporting Party and the Responding Party that an investigation has been initiated. This notification will include

- a brief summary of the conduct at issue and the specific provision of the policy violation(s) that are alleged to have taken place;

- a review of expectations regarding confidentiality, retaliation, and any relevant no-contact directives.

In matters involving sexual misconduct or intimate partner violence, the charge letter will include the date, time, and location of the alleged violation of the policy and the range of possible sanctions.

10.3.2. Optional Pre-Investigation Meetings with Reporting Party and Responding Party and Charge Letter

After receiving the notification letter, both the Reporting Party and Responding Party may request a separate pre-investigation meeting with the investigator to ask any questions they have regarding the investigation process. If the Reporting Party and/or Responding Party have elected to have advisors throughout the process, each advisor is encouraged to accompany the party to this initial meeting. Support persons are also permitted to attend (see section 11.4.5. for details on these roles).

10.4 Process Summary

The investigation will usually be completed within sixty (60) calendar days. Given the
availability of witnesses or complexity of the circumstances, this time frame may be extended as necessary to ensure the integrity and completeness of the investigation. The Reporting Party and Responding Party will be updated regarding any changes to this timeframe.

In cases of sexual misconduct or intimate partner violence, at the request of law enforcement, MICA may agree to defer its Title IX fact gathering until after the initial stages of a criminal investigation. In such cases, the College will nevertheless communicate with the Reporting Party regarding Title IX rights, procedural options, and the implementation of interim measures to assure safety and well-being. The College will promptly resume its Title IX fact gathering as soon as law enforcement has completed its initial investigation.

Information gathered during the investigation will be used to evaluate the appropriate course of action, provide for the safety of the individual and the campus community, and impose remedies as necessary to address the effects of the conduct cited in the report.

If the Investigation determines the Responding Party is responsible, based on “a more likely than not” (a preponderance of evidence) standard, the Investigator(s) will then recommend appropriate sanctions to the Coordinator.

The Investigator(s) will summarize the findings of the Investigation in writing. This summary will detail the findings of fact and the basis/rationale for the decision of the finding, making reference to the evidence that led to the decision of the Investigator(s).

At the close of the investigation, the Coordinator will meet individually with the both the Reporting Party and the Responding Party to explain the finding(s) of responsibility based upon the preponderance of evidence and any disciplinary sanctions.

In cases of sexual misconduct and intimate partner violence, the Coordinator will allow the Reporting Party and Responding Party a reasonable opportunity (i.e., not less than five days) to review the investigation report in the Coordinator’s office, but neither party will be provided with a copy of the report. Copies or photographs of the full investigative report are not permitted. In cases of sexual misconduct and intimate partner violence, the Reporting Party and Responding Party will have a reasonable opportunity (i.e., not less than five days) to respond to the investigative report in writing in advance of the final decision of responsibility.
In all other types of proceedings under this policy, the Coordinator will determine if the Reporting Party and Responding Party may review the investigation report and respond in writing before a final decision of responsibility.

If applicable, the Coordinator will review the Reporting Party and Responding Party’s responses to the investigative report and take those responses into consideration before deciding whether to approve the investigator(s) findings of responsibility and recommended sanctions in the investigative report. If applicable, the Coordinator may ask the Reporting Party, Responding Party, or Investigator(s) for further clarification of the investigative report or responses to the report and/or to provide further information.

The Coordinator will review and approve the recommendations of the Investigator(s) and determine appropriate sanction(s).

MICA will provide written notice of the outcome of the disciplinary proceedings to the reporting and responding parties concurrently. The notice may be delivered by one or more of the following methods: in person; mailed to the local or permanent address of the parties as indicated in official College records; or emailed to the parties’ College-issued email account. Once mailed, emailed and/or received in-person, notice will be presumptively delivered.

The notice must include: information of the institution’s procedures to appeal the result; any initial, interim or final decision by the institution; any sanctions imposed by the institution directly related to the Reporting Party (and as allowed by FERPA in the case of students); and the rationale for the result and the sanctions (and as allowed by FERPA in the case of students). The notice to the Reporting Party must also include any individual remedies offered to the Reporting Party, and steps the institution has taken to eliminate the hostile environment, if the institution found one to exist.

Once informed, either party may choose to appeal the finding(s). See Section 10.4.1.

10.4.1. Witnesses

The Reporting Party and Responding Party have the right to request witnesses to be interviewed during the investigation. Witnesses should have observed the conduct in question or have information relevant to the incident. Witnesses who the parties have recommended solely to speak about an individual’s character likely will not be contacted. The investigator(s) will make the decision whether to contact possible character witnesses based on his, her, or
10.4.3. Investigative Meetings

It is the responsibility of the Investigator(s) to assure that the information necessary to make an informed decision is presented. The Investigator(s) play an active role in questioning both parties and witnesses involved in the case. At times, the Investigator(s) may need to ask difficult or sensitive questions in order to understand areas of factual dispute or to gain a full understanding of the context.

Parties and other individuals who offer information during an investigation are expected to respond honestly, and to the best of their knowledge. If necessary, the Investigator(s) reserves the right to recall any party or witness for further questions and to seek additional information to make a decision.

Parties will receive timely notice of the date, time, and location of each meeting or interview that a party is required or permitted to attend.

10.4.4. Relevance

The Coordinator will review the investigative report, any witness statements, and any other documentary evidence to determine whether the proffered information contained therein is necessary and material to the determination of responsibility given the nature of the allegation upon receipt of the report. In general, the Coordinator may redact information that is irrelevant, more prejudicial than probative, or immaterial. The Coordinator may also redact statements of personal opinion, rather than direct observations or reasonable inferences from the facts, and statements as to general reputation for any character trait, including honesty.

10.4.5. Prior Sexual History, Pattern Evidence, and Mental Health Information

Prior Sexual History of a Reporting Party: In general, a student’s prior sexual history is not relevant and will not be admitted as evidence in the investigation, except to prove the source of an injury, prove prior sexual misconduct, or impeach credibility after that party has put their own prior sexual conduct into issue. Where there is a current or ongoing relationship between the Reporting Party and the Responding Party, and the Responding Party alleges consent, the prior sexual history between the parties may be relevant to assess the manner and nature of
communications between the parties. However, the mere fact of a current or previous dating or sexual relationship, by itself, is not sufficient to constitute consent. Any prior sexual history of the Reporting Party with other individuals is typically not relevant and will not be permitted.

**Pattern Evidence by a Responding Party:** Where there is evidence of pattern of conduct similar in nature by the Responding Party, either prior to or subsequent to the conduct in question, this information may be deemed relevant to the determination of assigning sanctions. The determination of relevance will be based on an assessment of whether the previous incident was substantially similar to the conduct cited in the report and indicates a pattern of behavior and substantial conformity with that pattern by the Responding Party. Where there is a prior finding of responsibility for a similar act of sexual misconduct, there is a presumption of relevance and the finding may be considered in making a determination in the assigning of a sanction.

**Mental Health Information:** Evidence regarding a party’s mental health information, including a history of mental health counseling, treatment or diagnosis, may not be presented without that party’s consent.

**10.4.6. Advisors, Support Persons, and Attorneys**

**Advisor:** In any meeting, the Reporting Party and Responding Party may choose to be assisted by an advisor of their choosing. To assist parties in identifying an advisor, the Equity Core Team maintains a list of campus community members who have undergone training and can guide individuals through the investigative process. The College recommends that each party select an advisor who has extensive knowledge of College policy and procedures. The advisor may accompany the individual party to any College investigative, administrative, or adjudicative meeting. An advisor may not advocate for, or speak on behalf of, a party at any stage of the proceedings, but may be present to provide counsel and advice.

The advisor may not be a witness in the investigation.

**Support Person:** A Reporting Party and Responding Party may also choose to be assisted by an emotional support person of their choice. The support person may accompany the individual to any College investigative, administrative, or adjudicative meeting. The support person cannot be a witness in the investigation. The support person is a silent and non-participating presence who is there solely to observe and provide moral support during the
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process. This person is not to address the investigators, except to ask for a short recess if one of the parties requires some time to compose themselves or collect their thoughts.

The Investigators have the right at all times to determine what constitutes appropriate behavior on the part of a support person and whether the person may remain at the proceedings. While the support person may be present to hear testimony, no written materials are to be shared with support people.

Absent extenuating circumstances, witnesses and others involved in an investigation are not entitled to have a support person present. Witnesses may request a support person accompany them by submitting written notice to the Investigators a minimum of 24 hours in advance of their scheduled interview.

**Role of the Attorney:** The College prohibits outside attorneys or family members acting as attorneys from participating in proceedings under this policy except in the role of advisor (as defined above). A Reporting Party or Responding Party may choose to seek the advice and assistance of an attorney at their own expense, but the attorney may not participate on behalf of a party in investigatory interviews, informal resolution proceedings, or formal resolution. An attorney may only be present as an advisor.

Students involved in sexual misconduct and intimate partner violence proceedings under this policy are entitled to the presence and assistance of no more than two people, including a personal supporter of the student’s choice, an attorney, an advocate supervised by an attorney, or a trained advocate, at any meeting or interview. Students may access assistance from licensed attorneys paid for by the Maryland Higher Education Commission (MHEC) or who agree to participate on a pro bono (without charge) basis. For information about accessing counsel through MHEC, students may view the list of attorneys at MHECS’s website at: https://mhec.state.md.us/Pages/default.aspx. Students will be informed of their right to assistance of a personal supporter and an attorney or an advocate, including the referral sources available to the student, prior to initiation of proceedings under this policy. Attorneys and advisors are permitted to consult with and advise the student privately and may not participate directly in the proceedings under this policy (i.e., they may not directly address the investigator or other College officials involved).

**10.4.7. Safeguarding of Privacy**

All participants involved in an investigation should keep the information learned throughout the process as private as possible, recognizing each party’s right to speak with witnesses and others.
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to obtain and be able to present information relevant to the investigation. In cases of sexual misconduct and intimate partner violence, the full investigative report may be reviewed by either party. Copies or photographs of the full investigative report are not permitted. Parties may make an appointment with the Coordinator to arrange for viewing, with or without their advisor. All copies provided must be returned to the College in full. Any breach of this requirement for privacy is subject to further disciplinary action by the College. Retaliation by any party toward any other participating individual in the investigation process will not be tolerated.

10.4.8. Sanctions

A student or employee found in violation of this policy may receive sanctions that include, but are not limited to, those set forth below. Sanctions may be issued individually or in combination. For further explanation of sanctions related to sexual misconduct and intimate partner violence, please see the Violations of Sexual Violence Matrix in Appendix C.

Students or employees found responsible for violating the Equal Opportunity Harassment and Non-Discrimination Policy may face sanctions up to and including expulsion and/or termination of employment. The appropriate sanctions will be determined by considering the following:

- the severity (including whether violence was involved), nature, and impact of the violation on the Reporting Party and community,
- the Responding Party’s prior conduct history,
- the Responding Party’s ethical development,
- the on-going risk to the involved individuals and the College community,
- the educational mission and values of the institution,
- whether the Responding party has accepted responsibility for their actions,
- whether the Responding party is reasonably likely to engage in the conduct in the future,
- the need to deter similar conduct by others, and
- any other mitigating or aggravating circumstances.

In addition to or in lieu of the sanctions below, the Coordinator may also consider restorative justice outcomes that, taking into account the safety of the community as a whole, allow a Responding Party to learn about the origins of their behavior, their responsibility for this behavior, and how they can change this behavior.
Sanctions that may be imposed under this policy include:

10.4.8.1. Students

**Formal Warning:** Notice, in writing, that continuation or repetition of prohibited conduct may be cause for additional disciplinary action.

**Disciplinary Probation:** Exclusion from participation in privileged activities for a specified period of time (privileged activities may include, but are not limited to, elected or appointed Student Voice Association offices, student research, some student employment, and study abroad). Additional restrictions or conditions may also be imposed. Violations of the terms of disciplinary probation or any other College policy violations may result in further disciplinary action.

**Restitution:** Repayment to the College or to an affected party for damages resulting from a violation of this Code. To enforce this sanction, the College reserves the right to withhold its transcripts and degrees or to deny a student participation in graduation ceremonies and privileged events.

**Removal from Campus Housing:** Students may be removed from College housing and/or barred from applying for campus housing due to disciplinary violations.

**Suspension:** Exclusion from College premises, attending classes, and other privileges or activities for a specified period of time, as set forth in the suspension notice. Notice of this action will remain in the student’s conduct file. Conditions for readmission may be specified in the suspension notice.

**Expulsion:** Permanent termination of student status and exclusion from College premises, privileges, and activities. This action will be permanently recorded on the student’s academic transcript.

**Revocation of Admission and/or Degree:** Admission to, or a degree awarded by the College may be revoked for fraud, misrepresentation in obtaining the degree or violation of College policies, or for other serious violations committed by a student prior to enrollment or graduation.
Withholding Degree: The College may withhold awarding a degree otherwise earned until the completion of the process set forth in this policy, including the completion of all sanctions imposed, if any.

Other sanctions may be imposed instead of, or in addition to, those specified here. Service, education, or research projects may also be assigned. More than one of the sanctions listed above may be imposed for any single violation.

In cases where suspension, dismissal, or expulsion is assigned as an outcome, the disciplinary action will go into effect at the conclusion of the appeal process, including any modification by the appellate. During the appeals process, a student who was issued suspension, dismissal, or expulsion may continue to attend class, unless otherwise directed, but may be prohibited from participating in, representing the College in or attending extra-curricular, co-curricular, and official College activities, such as Commencement, Study Abroad, and events or performances if it is determined that the health or safety of a student or the community is at risk. Additional interim measures, such as those to ensure the safety of community members, may be put in place until the conclusion of the appeal process as deemed appropriate by the Coordinator.

10.4.8.2. Employee (Faculty and Staff)

Verbal Warning: A conversation with employee that includes the concern and expectations going forward. The conversation may also include actions or resources by the supervisor or Human Resources to support improved behavior (i.e. training, meetings to discuss progress/challenges, Employee Assistance Program (EAP), etc.). A summary of the conversation is provided to the employee via email.

Written Warning: A document that is provided after a verbal conversation occurred, but the behavior continues. This document will reference previous conversations, additional concerns reported since the last conversation, expectations going forward and any actions or resources provided by the supervisor or Human Resources to support improved behavior. This document states that if the behavior does not significantly and immediately improve and this improvement is not sustained, other actions may take place up to and including termination of employment. The employee will sign the document acknowledging an understanding the content of the document.
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**Last and Final Warning:** A document that is provided after a Written Warning has been delivered, but the behavior continues. This document will reference previous conversations, content of Written Warning, additional concerns reported since the last conversation, expectations going forward, and any actions or resources provided by the supervisor or Human Resources to support improved behavior. This document states that if the behavior does not significantly and immediately improve and is not sustained, other actions may take place up to and including termination of employment. The employee will sign the document acknowledging an understanding the content of the document.

**Termination of Employment:** Typically, termination of employment is a last resort and occurs after the above listed steps have been carried out. There may be situations that occur that are so severe that deem termination as an appropriate first step. Please note the above listed steps are considered to be progressive. Depending on the severity of the situation, steps may be skipped or different action may take place.

**10.5. Appeals**

All requests for appeals must be submitted in writing to a designated appellate officer(s) within five (5) business days of the date of the outcome letter. Appellate officers include College administrators, faculty, and staff members who receive training annually regarding discrimination, harassment, sexual misconduct, and intimate partner violence complaints, this policy, and the appellate review process. In the discretion of the Coordinator, the appeal may be reviewed by a panel of three appellate officers (in the case of an appellate panel, a decision of the panel to modify the finding or sanction must be unanimous or the initial decision will stand). To receive consideration, a party’s appeal must be full and complete upon its submission, including the basis for appeal and any supporting documentation.

Either the Reporting Party or Responding Party may appeal, but appeals are limited to the following:

- A procedural error or omission occurred that significantly impacted the outcome of the case (e.g. substantiated bias, material deviation from established procedures, etc.).
- To consider new evidence, unknown or unavailable during the investigation, that could substantially impact the original finding or sanction. A summary of this new evidence and its potential impact must be included.
- The sanctions fall outside the range of sanctions the College has designated for this offense or they were grossly disproportionate to the offense.
The receipt of the appeal will be acknowledged in writing (which can include email). In cases involving opposing parties, when an appeal is filed the other party will be given the opportunity to review and respond in writing to the appeal. Any response by the opposing party must be submitted to the appellate officer within five (5) business days from receipt of the appeal. The appeals documents from each party will be considered together in one appeal review process. No hearing will be held. The appellate officer or panel will render its decision on the appeal based solely upon the party’s written appeal, any response from the other party, and the record of the original investigation. The appellate officer or panel’s decision is final, and will be rendered within ten (10) business days of receipt of the response to the appeal or ten (10) business days from when the response to appeal period has ended, whichever comes first. In some instances, the appellate officer or panel may request that the case be reopened, in which case the Reporting Party and Responding Party would be notified in person of the decision and the process moving forward.

If none of the above conditions are met, then the original decision will stand. If, however, any of the conditions are found to exist, the appellate officer or panel, will review the appeal and make a determination of the appropriate finding and/or sanction, and may modify the finding of responsibility or sanction. The appellate officer or panel does not re-hear cases, but rather weighs the merits of the appeal and makes a decision in accordance with the evidence presented in the investigative report and in the appeal materials. The decision of the appellate officer or panel will be issued in writing and supply the rationale for the decision.

All appeal decisions by the appellate officer or panel are final.

10.6. Integrity of Proceedings

These procedures are entirely administrative in nature and are not considered legal proceedings. Neither party may audio nor video record the proceedings, nor is formal legal representation allowed.

10.7. Records

The Coordinator will retain records of all reports and complaints, regardless of whether the matter is resolved by means of Initial Assessment, informal resolution, or formal resolution. Complaints resolved by means of Initial Assessment or informal resolution will ordinarily not become part of a student’s conduct file or academic record or of an employee’s personnel record if the student or employee satisfies all required terms.

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Affirmative findings of responsibility in matters resolved through formal resolution are part of a student’s conduct record and an employee’s personnel record. Such records shall be used in reviewing any further conduct, or developing sanctions, and shall remain a part of a student’s conduct record or an employee’s personnel record.

Sanctions of termination, suspension, expulsion, and withdrawal pending disciplinary action are permanently noted on transcript or employee record. Such files are maintained by the College indefinitely. Conduct files for those who have not been suspended, expelled, or terminated are maintained for no fewer than seven years from the date of the incident. Further questions about record retention should be directed to the Title IX Coordinator or Deputy Coordinator.

11. Who to Contact Regarding Sexual Misconduct and Intimate Partner Violence matters

11.1 Emergency: Call 911

11.2 Seek Medical Assistance (Confidential):
On Campus – Student Health Services 410-225-4118
Mercy Hospital (offers free Sexual Assault Nurse Examiner [SANE] program) 410-332-9477
University of Maryland at Midtown (nearest hospital to MICA) 410-225-8000

11.3 Talk to Someone (Confidential):
Emergency: 443-423-3333; ask for “on-call counselor”
On Campus – MICA Counseling Center/Student Health Services: 410-225-2367 TurnAround Inc. – counseling, advocacy, and 24-hour hotline
  • 24 hour helpline: 443-279-0379
  • Appointments: 410-337-8111
Sexual Assault Centers – Baltimore City: 410-837-7000, Baltimore County 410-337-8111
Maryland Network Against – 1-800-634-3577, mnadv.org
National Domestic Violence – 1-800-799-7233 (SAFE), ndvh.org

Resources Available to Employees and Dependents (Confidential):
Health Advocate – 855-558-2004, members.healthadvocate.com

Report to Someone at MICA:
Report to Someone for a Criminal Investigation:
Baltimore City Police – 911 or 410-369-2411

Options for Changing Academic and Living Situations:
Student Development Specialist 410-225-2422

Campus Safety – 443-423-3333 or 410-225-2245

Support for Creating a Safety Plan, Acquiring Peace and Protective Orders, and Reporting to Law Enforcement:

Legal Assistance (Confidential):
SALI (Sexual Assault Legal Assistance)
Legal services for victims and survivors, www.mcasa.org/sali, 1-877-496-7254 (SALI)

Women’s Law Center of Maryland (Confidential):

House of Ruth (Confidential):

11.2 Where to go for Medical Attention

Each of the following hospitals has a rape crisis protocol and the Maryland State Police Sexual Assault Evidence Kit.

- Mercy Hospital (SAFE Exam) 301 Saint Paul Place 410-332-9477 (closest to MICA)
- Franklin Square Medical Center 9000 Franklin Square Drive 443-777-7046
- Greater Baltimore Medical Center (GBMC) 6701 North Charles Street 443-849-2225

Additionally, transportation Mercy Hospital can be provided through Campus Safety at no charge via Campus Safety vehicle to and from Mercy Hospital. Please contact Campus Safety at 443-423-3333.
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11.3 Sexual Assault Awareness – Educational & Counseling Programs

MICA provides an array of educational programs and resources aimed at reducing or eliminating sexual violence. Examples of such programs are as follows:

- Rape Aggression Defense (RAD) training for women
- Resisting Aggression with Defense training for men
- Bystander training
- "Safety Walk" program
- Intimate Partner Violence education
- "One is too Many" educational campaign
- Alcohol and other drug abuse education

In addition, written information on the topics listed above will be available to students along with published crime statistics. Students also have the opportunity for on-campus confidential assessment and counseling, and referral for treatment to off-campus, community-based counseling services.

11.4 Statistical Reporting of On-Campus Incidents

Since September 1, 1993, MICA, through its Campus Safety Guide, has published and distributed on-campus crime statistics, which include forcible and non-forcible sexual offenses, to all current students and employees. In addition, this document is provided to any applicant for enrollment or employment upon request. Anyone wishing more information is encouraged to contact the Office of Student Affairs, Admissions Office, or the Office of Human Resources.