

# Harassment Policy Frequently Asked Questions and Resources for Students

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*Hollins University prohibits any type of harassing conduct within or connected to the institution.*  
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*NOTE:* For the most current and complete policy, go to my.hollins.edu, go to the “Hollins Quick Links” menu in the top navigation bar, select “University Policies” in the drop-down, click “Harassment Policy Information,” and then click the “Harassment Policy” link; or click this direct link:  
<https://hr.press.hollins.edu/wp-content/uploads/sites/24/2017/08/Hollins-University-Harassment-Policy.pdf>

Updated August 4, 2022

## RESOURCES.....

### ON-CAMPUS RESOURCES for sexual and non-sexual harassment complaint support:

- Health & Counseling Services (x6444, [hcs@hollins.edu](mailto:hcs@hollins.edu), lower level of Turner)
- University Chaplain (Kaiya Jennings, x6665, [martincg@hollins.edu](mailto:martincg@hollins.edu), Chapel)

### OFF-CAMPUS RESOURCES for sexual harassment, dating and domestic violence, and stalking complaint support:

#### HEALTH SERVICES

##### Carilion Roanoke Memorial Hospital

540-981-7000

[www.carilionclinic.org/hospitals/carilion-roanoke-memorial-hospital](http://www.carilionclinic.org/hospitals/carilion-roanoke-memorial-hospital)

##### LewisGale Medical Center (hospital)

540-776-4000

[www.lewisgale.com/locations/lewisgale-medical-center](http://www.lewisgale.com/locations/lewisgale-medical-center)

#### COUNSELING / MENTAL HEALTH SERVICES

##### Blue Ridge Behavioral Healthcare

540-343-3007 (general number) or 540-981-9351 (crisis services)

[www.brhb.org](http://www.brhb.org)

##### CONNECT (Carillion Clinic Psychiatry and Behavioral Medicine Dept.)

540 981-8181 or 800-284-8898

[www.carilionclinic.org/connect](http://www.carilionclinic.org/connect)

##### RESPOND (LewisGale Center for Behavioral Health)

540 776-1100 or 800-541-9992

[www.lewisgale.com/service/respond-assessment-and-referral-system](http://www.lewisgale.com/service/respond-assessment-and-referral-system)

#### OTHER RESOURCES

##### Student Assistance Program

800-633-3353

[www.mygroup.com](http://www.mygroup.com), click “My Portal Login,” click “Work-Life”

Username: “hu1842”

Password: “guest”

#### SURVIVOR ADVOCACY

##### Sexual Assault Response and Awareness (SARA) - Roanoke

540-981-9352, [www.sararoanoke.org](http://www.sararoanoke.org)

##### Virginia Sexual and Domestic Violence Action Alliance

Ph: 800-838-8238, Family Violence and Sexual Assault Hotline

Ph: 866-356-6998, LGBTQ Partner Abuse and Sexual Assault Helpline Text:

804-793-9999, web site: [www.vsdvalliance.org](http://www.vsdvalliance.org)

Live online chat: [www.vadata.org/chat](http://www.vadata.org/chat)

#### SECURITY, LAW ENFORCEMENT, and LEGAL ASSISTANCE

##### Hollins University Security Department

x6419 for non-emergencies, x6911 for emergencies (Botetourt Hall)

<https://security.press.hollins.edu/>

##### Roanoke County Police Department

540-562-3265 for non-emergencies, 911 for emergencies

[www.roanokecountyva.gov/index.aspx?nid=83](http://www.roanokecountyva.gov/index.aspx?nid=83)

##### Crime Victim/Witness Assistance - Roanoke County and Virginia

540-387-6181 for Roanoke County, 888-887-3418 for Virginia

[www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/victims/crime-victim-witness-rights-card-english.pdf](http://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/victims/crime-victim-witness-rights-card-english.pdf)

##### Commonwealth Attorney and Public Defender - Roanoke County

540-387-6174 (for criminal matters)

[www.roanokecountyva.gov/2555/Commonwealths-Attorney](http://www.roanokecountyva.gov/2555/Commonwealths-Attorney)

##### Blue Ridge Legal Services

540-344-2080 (for civil matters), [www.brls.org](http://www.brls.org)

#### HARASSMENT GRIEVANCE BOARD.....

##### Jenine Culligan

Director, Eleanor D. Wilson Museum

540-362-6341 | [culliganje@hollins.edu](mailto:culliganje@hollins.edu)

##### Ramona Kirsch

Director of International Programs

540-362-6214 | [kirschrr@hollins.edu](mailto:kirschrr@hollins.edu)

##### Chanelle Sears

Director of HU Connect

540-362-6069 | [searsct@hollins.edu](mailto:searsct@hollins.edu)

##### Matthew Burnside

Assistant Professor of English

[540-362-6276 | burnsidemk@hollins.edu](mailto:burnsidemk@hollins.edu)

##### Trina Johnson

Assistant to Dean of Students

540-362-6588 | [johnsontd@hollins.edu](mailto:johnsontd@hollins.edu)

##### Amy Shea

Assist. to VP Stu. Suc. Well-Being,

540-362-6609 | [sheaar@hollins.edu](mailto:sheaar@hollins.edu)

##### Nakeshia Williams

Title IX Coordinator & VP of SSWBB

540-362-6382 | [williamsnn1@hollins.edu](mailto:williamsnn1@hollins.edu)

##### Molly Lynch

Assist. Prof. of Math

540-362-6014 | [lynchme2@hollins.edu](mailto:lynchme2@hollins.edu)

## DEFINITIONS.....

### **Q: What is harassment?**

A: Harassment is any conduct directed toward an individual or group that is unwelcome, unacceptable, and/or offensive; that is based on the protected classes of sex (including gender identity and sexual orientation), race, color, national or ethnic origin, disability, genetic information, veteran status, marital status, age, political beliefs, religion, and/or pregnancy, childbirth, or related medical conditions and that is pervasive and adversely affects participation in employment, education, or campus life; and/or creates a hostile environment. Harassment can be of a physical, written, verbal, or nonverbal nature. Harassment can occur regardless of intent.

### **Q: What is a hostile environment?**

A: A hostile environment is created when repeated, severe, pervasive, or persistent harassment interferes with an individual's ability to learn, work, or otherwise participate in university life. In most cases, a pattern of incidents is required; casual or sporadic incidents are not enough to show a hostile environment. However, a single incident may be sufficiently severe to create a hostile environment.

### **Q: What is sexual harassment?**

A: Sexual harassment is unwelcome, unacceptable, and/or offensive physical, written, verbal, or nonverbal conduct of a sexual nature. This includes sexual violence.

### **Q: What is sexual violence?**

A: Sexual violence refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. This includes rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

### **Q: What is sexual assault?**

A: Under Virginia state law, sexual assault includes rape, forcible sodomy, inanimate or animate object sexual penetration, marital sexual assault, aggravated sexual battery, and sexual battery. Under federal law, sexual assault includes rape, fondling, incest, and statutory rape. Sexual assault also includes non-consensual sexual contact and non-consensual sexual intercourse.

### **Q: What is dating violence?**

A: An act against a person, with whom the perpetrator is involved romantically or intimately, that involves violence, force, or threats, and results in physical injury, or places the person in fear of injury or harm. The existence of such a relationship will be determined by the length and type of relationship and frequency of interactions.

### **Q: What is domestic violence?**

A: An act against a family or household member that involves violence, force, or threats, and results in physical injury, or places the family or household member in fear of injury or harm.

### **Q: What is stalking?**

A: Conduct, on more than one occasion, directed at someone that places, or has the intent to place, a person in reasonable fear of death, criminal sexual assault, or bodily injury to that person or her or his family or household member, or to suffer substantial emotional distress.

### **Q: What is consent in relation to sexual activity?**

A: Consent is a voluntary agreement to engage in such activity. Someone who is incapacitated cannot consent; past consent does not imply future consent; silence or an absence of resistance does not necessarily imply consent; consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another; consent can be withdrawn at any time; and coercion, force, threat, or intimidation of either party is not consent, and invalidates prior consent. Consent is not given if the act is accomplished through the use of a person's mental incapacity or physical helplessness. Consent obtained from a person who is under the influence of alcohol or other drugs may not be considered informed consent. Ideally, a person's consent should be informed, freely given, and mutually indicate permission through words and actions unmistakable in meaning.

### **Q: What is bullying?**

A: Bullying is different from harassment. It is repeated intimidation of others by the real or threatened infliction of physical, verbal, written, or electronically transmitted abuse, or through attacks on the property of another. It may include, but not be limited to, actions such as verbal taunts, name-calling, and put-downs.

## REPORTING/DISCUSSION OPTIONS.....

### **Q: How do I make an OFFICIAL/FORMAL campus complaint?**

A: Within 180 days, complaints about sexual harassment should be filed with a Responsible Employee (Har. Grievance Board officers, the President, vice presidents, Dean of Academic Success, Housing and Residence Life staff (including Community Assistants), Campus Security staff and Human Resources staff; complaints about all other forms of harassment should be filed with a Har. Grievance Board officer. Complaints involving alleged criminal conduct can also be reported to the appropriate law enforcement agency.

### **Q: To whom can I talk to on-campus UNOFFICIALLY/INFORMALLY?**

A: To Health & Counseling Services and the chaplain. Complaints made to Health & Counseling or the chaplain will remain confidential, except as noted below.

## QUESTIONS RELATED TO OFFICIAL/FORMAL COMPLAINTS.....

### **Q: Who will investigate my harassment complaint, and what type of complaints are covered by the Harassment Policy?**

A: If your complaint involves on or off-campus sexual harassment, dating violence, domestic violence, or stalking, the Title IX Coordinator will oversee the investigation, and she may be assisted by another member of the Harassment Grievance Board. If your complaint is about any other form of campus-related harassment, two members of the Harassment Grievance Board will conduct the investigation.

### **Q: What is the complaint procedure? Are accommodations available?**

A: The complaint procedure includes the filing, investigation, determination, resolution, discipline, and appeals processes. Accommodations include, but are not limited to, those needed for disabilities.

### **Q: How can the university help me during the complaint process?**

A: For the safety and well-being of a complainant of any form of harassment, if requested and reasonably available, the university may take immediate and interim measures, including, but not limited to, allowing you to move campus residences (temporarily or permanently), altering your academic schedule, providing escort services, and issuing a no-contact order or no-trespass notice against the complaint respondent.

### **Q: How long will it take to resolve my complaint?**

A: While the goal to complete a complaint investigation is approximately sixty (60) calendar days following receipt of the complaint, complaints will be handled promptly.

### **Q: Is my complaint confidential?**

A: Yes, to the fullest extent possible. Exceptions include, but are not limited to, if the respondent has been involved in similar incidents; there is a risk to the safety of the complainant, others, or the campus community; or the victim or survivor is a minor.

### **Q: Can anyone retaliate against me for filing a complaint or being a witness for one?**

A: No. Retaliation against a complainant, witness, or any other person exercising her/his rights or responsibilities under this policy is prohibited.

