

**Fresno State Title IX/DHR iTeam**  
**Meeting Notes**  
**9/25/23**

1. Campus Annual Reports

- The Annual Security Report (ASR) and Annual Report have different numbers due to different reporting requirements.
  - The ASR requires data compilation from all Clery geography locations.
  - The Annual Report compiles data received from reports involving Fresno State community members occurring at any location.
- ASR Clery Geography - Any location the University owns, leases, or controls (controls means team travel, classes at local schools, other locations used regularly by the university) are included in the report.
- Title IX Annual Report – CO paused 2022-23 report submission. Format for any internal campus reports will be developed in consultation with the CO.
- Survivor Advocate – CO provided a template detailing statistics from Survivor Advocacy. Statistics include staffing, services provided, and prevention services provided.
  - Old template is still used as it tracks types of incidents supported.
  - Additional more readable report created with comprehensive statistics.
  - Modification of the CO template would be helpful.
  - Copy of Survivor Advocacy report is required to be shared with the Title IX office and the President.

2. Communications Plan (Refer to Cozen report pgs. 44-45)

- a. Website revamping - Each member to review below websites and select top two picks for consideration in developing new webpage.
  1. Chico
  2. Humboldt
  3. Long Beach
  4. Pomona
  5. Sacramento
  6. San Marcos
- b. Campus communications (UComm will attend next meeting)
- c. Review all TIX/DHR Template communications (e.g. tone, care, supportive measures, frequency of follow up, resources, etc.) Team to review below templates and discuss to soften/expand on the technical language.
  - Initial notice to complainant
  - Notice of Allegations
  - Notice of Investigation
  - Notice of Allegations and Dismissal (And Referral)

3. iTeam Deadlines

- a. Communication Plan due October 27
- b. Campus Implementation Plan (December 15 – submit one week prior to CO liaison)
- c. iTeam to meet every two weeks
- d. Review TIX DHR template communications after November 1<sup>st</sup> to evaluate opportunities to “soften” and clarify legal requirements with a tone of care and concern

4. Additional Discussion Items:

- a. Check in on how things are going with added survivor advocate.
  - Very helpful having additional staff. Survivor Advocacy is better able to meet the needs of the students.
  - Still needs to be more promotion/marketing, although they have had more time to work on those items.
  - Since the return to regular operations after COVID – clients have increased, and outreach has increased.
  - Visibility on campus helps people be more comfortable approaching the survivor advocates which will lead to more reports, but also more of the campus community being supported.
- b. The Title IX/DHR website will be redesigned in working with our Marketing and Communication team modeled after other CSU websites that were highlighted as good models for the CSU.
- c. The iTeam identified the following communications to be reviewed to help ensure more clarity and to ensure an environment of care and support.
  - Notice of Allegations and Dismissal and Referral of Formal Complaint. Language is template language from the CO but is confusing for complainants and respondents.
- d. The iTeam discussed roles and responsibilities of iTeam members and how to ensure diligent and frequent stakeholder outreach and feedback during the implementation of the plan and ongoing training, education, and prevention programs during the development of the implementation plan.

5. Next Meeting 10/9/23

- UComm to attend
- Review elements for communication plan
- iTeam to present preferred website ideas to UComm