ANNUAL REPORT
1/31/2018

Submitted by:
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Director of OEO
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EXECUTIVE SUMMARY

The University of New Mexico (University) is committed to creating and maintaining a community that is free from all forms of discrimination, including harassment, differential treatment, failure to accommodate, retaliation because of participation in civil rights protected activity, and disparate impact. The Office of Equal Opportunity is the neutral campus entity designated to ensure compliance with all University policies that apply to civil rights including investigations of civil rights violations. The University has policies that prohibit all forms of discrimination and retaliation, to include sexual harassment, a form of gender discrimination that is prohibited by state and federal law (including, but not limited to Title IX of the Education Amendments of 1972). The prohibition includes sexual violence, which is considered a severe form of sexual harassment.

The University of New Mexico is committed to providing equal access to educational and employment opportunities for all individuals. The university considers the following protected statuses:

- Age
- Ancestry
- Color
- Ethnicity
- Gender identity
- Gender/sex
- Genetic information
- Medical condition
- National origin
- Physical or mental disability
- Pregnancy
- Race
- Religion
- Sexual orientation
- Spousal affiliation
- Veteran status

1 Title VII of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, religion, sex (gender), color, or national origin. The Pregnancy Discrimination Act (PDA) is an amendment to Title VII of the Civil Rights Act of 1964. Discrimination on the basis of pregnancy, childbirth, or related medical conditions constitutes unlawful sex discrimination under Title VII. Title IX of the Educational Amendments of 1972 prohibits discrimination on the basis of sex (gender) in any educational program or activity receiving federal financial assistance. Both Section 503/504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 prohibit discrimination against qualified individuals with disabilities. Title IV of the Civil Rights Act of 1964 prohibits discrimination on the basis of sex in public schools and colleges. The New Mexico Human Rights Act of 1978 and its amendments prohibit discrimination in employment on the basis of race, age, religion, national origin, sexual orientation, gender identity, spousal affiliation, ancestry, sex, physical or mental disability and serious medical condition. The Age Discrimination in Employment Act of 1974 (as amended in 1986) abolished mandatory retirement based on age and prohibits discrimination in employment against individuals age 40 and above. Title VI of the Civil Rights Act of 1964 prohibits discrimination in student programs on the basis of race, color, and national origin. The Equal Pay Act of 1983 prohibits discrimination in salary and wages on the basis of sex (gender). The Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA) is a federal law that establishes rights and responsibilities for uniformed service members and their civilian employers. Vietnam Era Veterans’ Readjustment Assistance Act, as amended (VEVRAA) at 41 CFR Part 60-300. VEVRAA prohibits federal contractors and subcontractors from discriminating in employment against protected veterans, and requires employers to take affirmative action to recruit, hire, promote, and retain these veterans.
MISSION AND VISION STATEMENT

The Office of Equal Opportunity envisions the University of New Mexico as a community where the value of diversity is recognized and where equal opportunity is afforded to all.

The mission of the Office of Equal Opportunity is to promote equal access and treatment of all and to promote a safe environment free from discrimination and inequity in accordance with University values and policies and federal and state equal opportunity and affirmative action statutes and regulations.

WHAT OEO DOES

INVESTIGATES complaints of discrimination on the basis of a protected status, including sexual misconduct and failure to accommodate.

MAINTAINS neutrality in all formal and informal processes that address claims of discrimination.

PROVIDES guidance and training to the campus and community partners on affirmative action and civil rights, to include Title IX and the Americans with Disabilities Act (ADA).

COMPILES the annual Clery report for the University, trains Campus Security Authorities and creates safety initiatives such as alerts and timely warnings.

ADVISES campus leadership and upper administration on best practices as it relates to civil rights compliance.

ENSURES all university policies and procedures are compliant with federal and state civil rights laws and regulations.

ADVOCATES for a diverse and inclusive campus environment.

COMPILES the annual affirmative action plan (AAP) for the University.

REVIEWS employment hiring practices to ensure compliance with EEO and AA benchmarks and goals.

ACTS as the University ADA coordinator to provide reasonable accommodation to those living with disabilities and ensure compliance with ADA laws.

COLLABORATES with campus partners to ensure a commitment to a fair, equitable, and safe environment for individuals to pursue their academic and professional endeavors.
OEO STAFF

In 2016-17, the OEO worked to attract and retain staff:

- Francie Cordova, Esq. (Director)
- Heather Cowan, MA (Title IX Coordinator)
- Rob Burford, MA (Clery Act Compliance Officer)
- Laura Vele Buchs, MA/JD (Compliance Manager) – New Position

Additionally, OEO has four Civil Rights Investigators/Compliance Specialists:

- Susan Finke, BS and Former HR Professional
- Aaron D. Jim Jr., JD
- Matthew Suazo, BS and Retired APD Commander
- Melissa Valdez-Lopez, BA and Former Probation Officer

One Compliance Assistant:

- Robert Tafoya, BS

One Admin III
- Melissa Martinez, BA – New Staff

UNM Law School Extern
- Elizabeth Bates, BA/JD 2L (Fall Semester)

Undergraduate Intern:
Marissa Rael (Summer)

Graduate Intern:
Amy Vesper Garcia (Summer)
Title IX Coordinator
Heather Cowan

Clergy Act Compliance Officer
Rob Burford

Director - Francie Cordova

Compliance Assistant Robert Tafoya
Admin III Melissa Martinez

Compliance Manager
Laura Vele Buchs

Compliance Specialist Susan Finke
Compliance Specialist Aaron Jim
Compliance Specialist Matt Suazo
Compliance Specialist Melissa Valdez

Figure 6 - OEO Organization Chart
2017 ACCOMPLISHMENTS

I. Implemented new Discrimination Claims Procedure

Over the course of a year the OEO implemented the new Discrimination Claims Procedure (DCP) adopted in June 2016. The new DCP includes clear definitions and process explanations, makes the process similar and equitable for all participants, and shortens investigative timeline to ensure that claims are timely and judicious.

The OEO developed several internal process documents to improve consistency, accountability to timelines, response to parties involved, and documentation of processes among investigators. 2017 data indicates that the new DCP has shortened processing times and parties indicate that they find the DCP and accompanying visual flowcharts to make the process more accessible. OEO will continue to update the DCP based on best practices and campus feedback.

II. Increased usage of informal resolution

OEO has increased its usage of informal resolution for complaints of discrimination and reports of hate-bias incidences. In cases where allegations are less severe or where a Complainant’s safety is not at issue, OEO has utilized informal resolution methods. Informal resolutions are non-punitive ways of discussing allegations of discrimination or hate-bias incidences and educating or dialoguing with the parties involved. Informal resolutions include education conferences, facilitated dialogues, and other training and methods. OEO monitors the environment after utilizing informal resolutions to ensure that climate has improved. OEO data indicates that informal methods have been effective in remedying the concerns in more than 90% of cases.

OEO has successfully partnered with the Division for Diversity, Equity and Inclusion in facilitated dialogues with parties. This partnership has proven to be very successful.

III. Staff Development

OEO is committed to obtaining and maintaining competency and fluency in civil rights laws. OEO has sought out and hired individuals with education and experience in law, education, law enforcement and civil rights investigation.

Specifically, the OEO staff attended numerous trainings and conferences in 2017 that focused on civil rights, customer service, hate-bias reporting Clery reporting, sexual assault, investigation techniques, advocacy and active listening skills.
In 2017, OEO staff attended the following conferences and trainings:

- Trauma Informed Interviews – David Lisak (national expert)\(^2\)
- Clery Act Compliance National Training (November 2017)
- A Campus-Wide Approach to Sexual Assault Prevention\(^3\)
- Autism Staff Training\(^4\)
- The Constitution Today: Timeless Lessons for the Issues of Our Era\(^5\)
- Internal Investigations (Sheehan and Sheehan)\(^6\)
- Want Peace? Work for Justice, Teaching & Social Justice Conference, Center for Teaching & Learning, University of New Mexico
- Reclaiming Civility in the Workplace
- Undocumented Students 2017: The New Administration & What It Means for this Special Population\(^7\)
- Job Accommodation Network (JAN) Monthly Webcast Series (January-December 2017)\(^8\)
- 5 Strategies for Teaching Students About Diversity & Inclusion Issues\(^9\)
- Diversity, Equity & Inclusion: Deepen the Cultural Competencies of Your Faculty & Staff\(^10\)
- Advocacy in Action Conference\(^11\)
- Changing the Conversation, 4\(^{th}\) Annual Tribal Leaders Summit, Coalition to Stop Violence Against Native Women
- Move Beyond Civility: How to Facilitate Difficult Dialogues in the Classroom\(^12\)
- Making the Classroom a Safer Space for Diversity Topics and Difficult Dialogues\(^13\)
- ICE, Deportations & the State of DACA: What to Do if ICE Shows Up on Your Campus Tomorrow\(^14\)
- Microaggression: Today’s Critical Work – Creating & Sustaining An Inclusive & Civil Campus Community\(^15\)

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\(^2\) Paid for by UNM Compliance Office
\(^3\) EVERFI
\(^4\) Patricia L. Osbourn, The Autism Programs, Center for Development and Disability, UNM
\(^5\) Akhil Reed Amar, Yale Sterling Professor of Law
\(^6\) Paid for by UNM Compliance Office
\(^7\) Tatyana Kleyn, Associate Professor and Isabel Mendoza, Dream Team Co-Founder, The City College of New York, PaperClip Communications
\(^8\) Free series provided by Job Accommodation Network (JAN)
\(^9\) Sondra Solovay, Esq., Campus Answers by Workplace Answers
\(^10\) Kathy Obear, Ed.D., Alliance for Change Consulting and Coaching, PaperClip Communications
\(^11\) NM Crime Victims Reparation Commission, NM Coalition of Sexual Assault Programs, NM Coalition Against Domestic Violence, and Coalition to Stop Violence Against Native Women
\(^12\) Obear, PaperClip Communications
\(^13\) Division of Equity and Inclusion, UNM
\(^14\) Dr. Grant L. Azdell, Randolph-Macon College, and Naureen F. Hyder, Esq., PaperClip Communications
\(^15\) Naomi Daradar Sigg, Director of Multicultural Affairs, Case Western Reserve University, PaperClip Communications
- Controversial Speakers: Manage Events to Minimize Risk & Protect Your Institution’s Academic Integrity\textsuperscript{16}
- All About Access: The Business Case for Using Accessible Websites and Other Workplace Technologies\textsuperscript{17}
- Student Protests & Demonstrations: Prepare for & Manage Campus Unrest\textsuperscript{18}
- Safe Zone\textsuperscript{19}
- Staff Development (DISC Myers Brigg)\textsuperscript{20}
- Campus Sexual Violence Research and Response\textsuperscript{21}
- Racial Battle Fatigue: Shift Your Campus Culture to Better Support Students, Faculty & Staff of Color\textsuperscript{22}
- Intersections: Preventing Harassment and Sexual Violence
- Hate Crimes on Campus: How to Educate, React & Respond to Safeguard Justice\textsuperscript{23}
- This is Your Brain on Change, Leadership Bite Series (5 sessions)\textsuperscript{24}
- Constitutional Issues in Higher Education 2017, University of Arizona
- Top 5 Challenges with the Clery Act and Title IX\textsuperscript{25}
- Current Developments in Employment Law 2017\textsuperscript{26}
- ICE: Deportations & DACA\textsuperscript{27}
- Stalking on Campus: Prevalence, Dynamics and Considerations for Safety\textsuperscript{28}
- Campus Stalking: New Regulations and the Implications for Campus Responders\textsuperscript{29}
- Adapting Sexual Assault Programs to Effectively Reach Diverse Students\textsuperscript{30}
- Why Diversity Programs Fail: Implications for Academia\textsuperscript{31}
- Hate Speech versus Free Speech: Navigating the Changing Boundaries to Protect Expression & Uphold Your Academic Mission\textsuperscript{32}
- Violence Prevention/De-Escalation of Emotionally Charged Situations\textsuperscript{33}
- How Language Helps Shape Our Response to Sexual Violence\textsuperscript{34}

\textsuperscript{16} Walter M. Kimbrough, President, Dillard University, PaperClip Communications
\textsuperscript{17} Employer Assistance and Resource Network on Disability Inclusion (EARN), The Viscardi Center
\textsuperscript{18} Tony Callisto, Chief Law Enforcement Office, Syracuse University, PaperClip Communications
\textsuperscript{19} Provided by UNM LGBTQ Resource Center
\textsuperscript{20} Provided by UNM Employee Organizational Development
\textsuperscript{21} Dr. Jennifer Freyd
\textsuperscript{22} Tonya O. Williams, Ed.D. and Obear, PaperClip Communications
\textsuperscript{23} Claire K. Hall, J.D., faculty, The National Center for Campus Public Safety, PaperClip Communications
\textsuperscript{24} Employee & Organizational Development, UNM
\textsuperscript{25} Alison Kiss, NCCPS Advisory Board member and Clery Center Executive Director, The National Center for Campus Public Safety
\textsuperscript{26} The American Law Institute
\textsuperscript{27} Paper Clip Productions
\textsuperscript{28} National Center for Victims of Crime
\textsuperscript{29} National Center for Victims of Crime
\textsuperscript{30} Holly Rider-Milovich, Senior Director of Prevention Education, EVERFI
\textsuperscript{31} Dr. Frank Dobbin, Harvard Sociology Professor
\textsuperscript{32} Raquel E. Aldana, Associate Vice Chancellor for Diversity/Professor of Law, University of California, Davis, PaperClip Communications
\textsuperscript{33} Mourning Fox, MA, LCMHC, Deputy Commissioner, Agency of Human Services, Dept of Mental Health, State of Vermont, The National Center for Campus Public Safety
\textsuperscript{34} Claudia J. Bayliff, attorney, International Association of Forensic Nurses SAFEta.org Webinar
The Office of Equal Opportunity has developed a range of initiatives to promote equity and inclusion on campus. These include:

- **Develop Effective Allies on Your Campus: Deepen Student, Staff, Faculty & Administrators Capacity to Create Greater Equity & Inclusion**
- **4th Annual Tribal Leaders Summit**
- **Crimes Against Women**
- **Dream Zone**
- **Green Zone (Veterans)**
- **Supportive Listening**
- **Employee Lifecycle Management Workshop**
- **Campus Prevention Network Annual Summit**
- **Bystander Intervention**
- **National Centre for Campus Public Safety Webinars**
- **Implementing an Equitable Process: Training for The University of New Mexico**

In addition, senior staff and management have made staff development a priority and have trained staff on the EEOC credibility factors, Title IX, Title VII, ADA, elements of a civil rights case, the Clery Act, investigative techniques and research regarding power differential and civil rights issues.

### IV. Outreach and Training

OEO believes that a critical component to a successful civil rights program is training and outreach to the campus community. Training and outreach create trust and collaboration with the OEO and provide information about the services and resources the OEO offers. In the last year, OEO staff has made a concerted effort to provide training and outreach to the university community and the community at large. The OEO provides training and outreach via individual consultation and guidance, group training and activities, on-line training, training for Spanish speakers, information tabling at student orientation and other gatherings, open houses and other many other forums. The OEO also collaborates with other campus departments including UNM Police Department, Dean of Students, Diversity and Inclusion and Human Resources to provide targeted training and co-sponsored events that promote civil rights and inclusivity at UNM.

In 2017, OEO created several trainings specific to campus issues. These included best practices and civil rights trainings for all summer camp counselors at UNM programs, customer service and civil rights, facilitating difficult discussions in the classroom, supervisor ADA training, training on invisible disabilities, updated Clery training, campus climate and Bystander Intervention for Hate/Bias Incidents.

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35 Williams and Obear, PaperClip Communications
36 LGBTQ Resource Center
37 Provided by UNM Veteran’s Resource Center
38 Anne Lightsey, Ombuds Office, UNM
39 UNM Division of Human Resources
40 Conference fee waived by Conference Organizers, travel paid for by UNM Compliance Office
41 LGBTQ Resource Center
42 Provided by Cozen and O’Connor – Gina Smith and John DiPaolo

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Submitted by: Francie Cordova
01/31/18
In 2017, OEO also began receiving and documenting all allegations of hate-bias incidents and hate crimes in conjunction with UNM-PD. The OEO will utilize this data to develop climate and civil rights training and identify “hot-spots” where hate-bias incidents more frequently occur.

Figure 1: Outreach to UNM Community Members

<table>
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<th>Trainings</th>
<th>Count</th>
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</tr>
<tr>
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<td>124</td>
</tr>
<tr>
<td>2015</td>
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</tr>
<tr>
<td>2016</td>
<td>109</td>
</tr>
<tr>
<td>2017</td>
<td>73</td>
</tr>
</tbody>
</table>

Table 1 – Training done by OEO Staff (Information not tracked prior to 2014)

V. OEO Allegation Processing

The OEO reviews all allegations of civil rights violations that come to our office. These concerns are brought in a variety of ways by a variety of people. The OEO labels these concerns as “inquiries/complaints” and reviews each and every one of them to determine jurisdiction. As you can see from the chart below (Figure 4 – Overall Inquiries), in 2017 OEO received and reviewed 637 inquiries and 333 of them were related to Title IX (Figure 3 and Table I).
After the OEO reviews an inquiry and determines it is jurisdictional (meaning it is civil rights related and if true, could violate a civil rights policy at UNM), that inquiry becomes an “intake.” An intake is when OEO meets with the complainant to get more information on their allegations and reviews OEO procedures with them. Typically, the complainant decides if they want to follow a formal process (an investigation) or an informal process (educational conference). Sometimes, the allegations are so severe that the OEO decides that a formal process must occur. As you can see from the chart below, OEO processed xx cases in 2017. Additionally, Figure 5 shows all the case allegation types in 2017.

If an inquiry is not jurisdictional the OEO will refer the case to the department with appropriate authority to address the issues. For example, employee issues not related to civil rights are sent to Human Resources, and issues involving academics are sent to the provost. The attached flowchart shows the entire OEO processing of allegations.
Figure 3: 2017 Title IX Inquiries by Category

Figure 4: Cases by Category Investigated by OEO
Figure 5- OEO Workflow
VI. Investigation Timeliness

The OEO strives for a timely and prompt investigative process and strives to complete investigations within 60-90 days depending on the complexity of the case and uncontrollable factors such as the absence of witnesses or a pending criminal investigation. These factors may require the OEO to delay or suspend their investigation, until a witness returns or a criminal investigation is not compromised. Additionally, the OEO has an aggressive outreach and collaboration campaign that markets our services to the various UNM campus communities at Main and branch campuses.

OEO investigation timeliness was its best and highest in 2017. In 2017, OEO average case closure was 98 days for all cases, and 107 days for Title IX cases.

<table>
<thead>
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<tbody>
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<tr>
<td>2012</td>
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<td>2016</td>
<td>134</td>
</tr>
<tr>
<td>2017</td>
<td>98</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Year</th>
<th>Avg. Time to Close</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014</td>
<td>168</td>
</tr>
<tr>
<td>2015</td>
<td>106</td>
</tr>
<tr>
<td>2016</td>
<td>125</td>
</tr>
<tr>
<td>2017</td>
<td>107</td>
</tr>
</tbody>
</table>

Table(s) 2 - Average Time to Close all Investigations, with Title IX Cases broken out of this

VII. Title IX and DOJ Compliance

In order to ensure Title IX Compliance, best practices in gendered/sexual violence prevention and response and to assist all members of our campus community who have been impacted by any form of gender discrimination, OEO works closely to establish and maintain cross campus collaborations. We work closely with UNMPD, the Dean of Students Office, LoboRESPECT Advocacy Center, Women’s Resource Center, LGBTQ Resource Center, Residence Life and Student Housing and American Campus Communities, Faculty SAFE, Human Resources, the Provost and Academic Affairs, University Communication and Marketing, Main Compliance office and the President’s office. In 2017, OEO and the President’s office created deputy Title IX Coordinators in Athletics, Human Resources, Provost office and Residence Life and Student Housing. In 2018, OEO has the goal to create deputy Title IX Coordinators at each of the branch campuses and UNM Health Sciences Center.
Given the success of confidential advocates across our campus (and across the country), OEO sought to create additional confidential advocates to better serve our students at the School of Medicine given the unique needs of medical students. The SOM confidential advocate position was created in the summer of 2017. A goal for 2018 is to explore the creation of confidential advocates at each of the branch campuses and potentially at each of the colleges throughout UNM.

The Title IX Coordinator at OEO established relationships with faculty researching sexual violence and sexual harassment. The goals of several research projects is to improve prevention and response of campus sexual misconduct both at UNM and nationwide. Part of this research uses the data OEO has been gathering through its administration of campus climate surveys on sexual misconduct. UNM, through OEO and Dr. Theresa Cruz, Deputy Director of the UNM Prevention Research Center, partnered with the University of Kentucky to administer the Multi-Campus Bystander Efficacy Evaluation (McBEE) in Spring 2017. This three-year project will allow us to review our own efforts and our students’ experiences and knowledge related to sexual misconduct, we will also be able to benchmark our results with the other universities participating. McBEE surveys main campus undergraduate students, aged 18-24. In Spring 2017, OEO also administered a climate survey to our branch campus students.

As in spring 2016, the results of 2017’s climate surveys showed that our students know that UNM has a policy against sexual misconduct and generally know where to go for help. Our students also engage in bystander intervention activities regularly in order to protect their fellow students and/or to speak out against rape culture. As with the national trend, however, our students do not feel comfortable reporting sexual misconduct to the university for myriad reasons and of those who experience sexual violence, only 5% report to any university department. The surveys also showed that UNM students experience intimate partner violence and sexual harassment at higher rates than the national average.

Given the information learned from the climate surveys, one goal for 2018 is to work with Anderson School of Management Marketing interns to develop social norming campaigns featuring our specific UNM numbers. Goal for 2018: comparative analysis of survey and evaluation results to ensure training and marketing programs at UNM related to sexual misconduct and gender discrimination are effective.

Given that the Spring 2016 surveys showed that UNM students living in the residence halls were a specific UNM population that could use targeted prevention information, OEO partnered with Residence Life and Student Housing and American Campus Communities to create programming specific to sexual and gendered violence in UNM’s residence halls. These programs ran in August/September 2017 during the “Red Zone” to increase awareness of sexual violence and bystander intervention, in October 2017 for Domestic Violence Awareness month and will also run in April 2018 for Sexual Assault Awareness Month.
For all results of the climate surveys, please see: [http://oeo.unm.edu/title-ix/campus_climate_survey_2017.html](http://oeo.unm.edu/title-ix/campus_climate_survey_2017.html)

During Sexual Assault Awareness Month in 2017, OEO held a “Protect the Pack” Rally on the Plaza. Multiple departments and community organizations gathered on Smith plaza in April 2017 to highlight their resources and raise awareness of sexual assault. OEO held a “bust a rape myth” game that featured prizes donated from UNM departments, OEO employees and local businesses. In partnership with the LGBTQ Resource center, free pizza was distributed. OEO held conversations via the game with 120 members of our campus community.

In July 2017, OEO’s Title IX Coordinator was invited to serve as a Peer Reviewer by The American Bar Association Commission on Domestic & Sexual Violence (ABA-CDSV), with support from the U.S. Department of Justice, Office on Violence Against Women, as they launched the Project on Improving Campus Student Conduct Processes for Domestic, Dating, Sexual and Stalking (DSVST) Violence. The Project has the end goal of developing Standards of Practice for colleges and universities seeking to improve their policies and procedures on DSVST. She was identified as a key stakeholder and expert on these issues, and her expertise was sought to provide the ABA with invaluable information and guidance for this project.

In July 2017, Interim President, Dr. Chaouki Abdallah formed a Task Force on Reporting Sexual Misconduct and Harassment and Supporting the UNM Community. This Task Force was asked to “study options for mandatory reporting and recommend potential policy and/or procedural improvements regarding the responsibilities of UNM employees who learn of incidents of sexual misconduct and harassment on our campuses.” The Title IX Coordinator served on this task force and together, the task force put forth a revised list of “Responsible Employees/Mandatory Reporters”, created a “Mandatory Referring” Support Form and created a timeline for the roll out of a possible new policy. These materials went to the Interim President Abdallah in January 2018. Goal for 2018 – (if approved by Interim President Abdallah and the university community, establish new reporting policy at UNM and roll out with assessment built in in order to determine if new reporting policy best for UNM. The Title IX Coordinator will closely monitor mandatory reports and mandatory referral forms to determine any increase or decrease in informal or anonymous reports, review for overall reporting increase or decrease and look for trends to identify opportunities for campus wide education.

Finally, OEO was instrumental in complying with the DOJ agreement, for more information on that progress, please see: [http://compliance.unm.edu/doj-1-year-progress-report.pdf](http://compliance.unm.edu/doj-1-year-progress-report.pdf)
VIII. Clery Compliance

In 2017, the Clery Act Compliance Officer (CACO) continued to work on getting UNM to be Clery compliant and the following is a brief highlight of some of the things that were accomplished this past year. The CACO also wrote the 2017 Annual Safety and Security Report:


This report included reconciling crime statistics, doing a safety program and crime prevention inventory and making sure several policies were placed within the report. The report continues to become further compliant with federal regulations, as it has been evaluated by the Clery Center the past two years. Additionally, the CACO provided training to numerous Campus Security Authorities (CSA’s) across the UNM Campus, which included training all of the point people for Clery Counting Compliance at UNM. The CACO also worked diligently to address short stay away trips, which students took through UNM affiliated programs, including athletics trips and course work taught off site.

The CACO worked to get the 2nd Annual Campus Safety Week in September to make the UNM Campus Community more aware of campus safety prevention programs/resources we have on our campus. Some of the events during the week included:

- Annual Safety Walk (the walk resulted in over a 150 work orders were placed to remedy lighting issues around campus)
- Campus Police Open House
- Disaster response drill coordinated by UNM’s Emergency Manger
- Brought in National Speaker that presented on Rape Myth Culture
- Safe Zone Training
- Self Defense Course

Lastly, the CACO was part of several campus policy groups and committees to assist in furthering compliance of safety initiatives on the UNM Campus.
IX. Affirmative Action Plan

Executive Order 11246 requires federal contractors to create a written report (AAP) that measures whether women, minorities, veterans and individuals with disabilities are being employed at the expected rate given their composition of the contractor’s workforce. In 2017, the OEO worked with data stewards and campus partners to obtain workforce data on faculty and staff to create the AAP, run statistical analysis and prepare the voluminous report in compliance with federal law. The OEO also worked with data areas to create comparator groups that are similar in duties and pay. The AAP is published on an annual basis.

OEO has also worked with campus partners on issues of diversity, hiring best practices, AAP responsibilities and how to address underutilization.

X. Americans with Disabilities Act (ADA)

In 2017, the OEO spearheaded and participated in several ADA initiatives. The OEO held a “universal restroom scavenger hunt” and invited numerous student organizations. The OEO created checklists for the student groups to determine if restrooms in various locations on campus are universal as defined by University Administrative Policy 5300. A universal designation includes ADA accessibility. The scavenger hunt was very successful in identifying which restrooms on campus are ADA accessible. OEO will reevaluate the restrooms to ensure accessibility and have ADA/braille signs placed on these restrooms and include them in the campus accessibility map.

OEO has spearheaded the creation of an accessibility coalition comprised of campus partners including student organizations, the Accessibility Resource Center, Facilities Access committee and staff council, to identify and prioritize accessibility issues on campus.
OEO PROFESSIONAL INVOLVEMENT AND SERVICE TO CAMPUS

Professional Involvement:

ADA
Clery Center Collaborative
NACCOP Member
Southwest Women’s Law Center Board
UNM Staff Council Executive Committee

Service to Campus:

Campus Safety Week (Includes Campus Safety Walk)
Society for Adaptable Education and Accessibility (SAEA) Advisor (UNM Student Group)
Freshman Convocation Volunteer
Mentor 2.0 Program
National Student Exchange Coordinator
Protect the Pack Rally on the Plaza for Sexual Assault Awareness Month

University Committees:

Campus Safety Committee
Campus Violence Policy Committee
Compliance Committee
Diversity and Inclusion
Diversity Taskforce
Employee Life Staff Council Sub-Committee
Employment Area Leads
Facilities Access Committee
LoboRESPECT Steering Committee
Minors on Campus Committee
Partners for Employment
Presidential Task Force on Reporting Sexual Misconduct and Harassment and Supporting the
UNM Community
SMART (Co-Chair)
Social Media Users Group
Staff Council Ethics Committee
Talent Management System Design
Title IX Committee (Chair)
Tobacco Free Campus Committee
Universal Restrooms Committee
Whistleblower Policy Committee

University Recognition:

Supervisor of the Year Award: Francie Cordova, Director
Gerald V May Staff Employee of the Year Award: Rob Burford, Clery Act Compliance Officer
Professional Development Series Certification: Laura Vele Buchs, Compliance Manager