

# VICTIM RESOURCE INFORMATION SHEET



*West Shore Community College is concerned about the safety and well-being of its college community. There is no right or wrong way to respond to an act of sexual assault; it is most important to respond in a way that is right for you. Please know that you have rights, you have options, and support is available for you.*

*This document is intended as an overview of rights, options, and supports available to you. Any individual who has experienced, or is currently experiencing, an act of sexual misconduct is encouraged to contact support resources below. The College will help lead your through your options. The College's procedure regarding sexual misconduct can be found at - <https://www.westshore.edu/about/policies-procedures/title-ix/>*

## You Have Options and Rights

### Getting to a Safe Place

After experiencing a traumatizing event such as sexual violence, it is important to find a place where you feel comfortable and secure from harm.

### You may contact local law enforcement by calling 911.

You are not required to contact law enforcement. However, if you do, it does not mean that you must participate in a criminal investigation. The appropriate law enforcement agency, depending on where the incident occurred, will work directly with you on your options in pursuing criminal charges. You have the option to inquire about a protection order or other legal orders of protection. The College's Title IX Coordinator can assist you in notifying law enforcement, if you so choose.

### Seeking Medical Attention

For **physical acts of sexual misconduct**, like rape or date/domestic or intimate partner violence, go to the nearest emergency room as soon as possible and within 96 hours of the incident.

At the hospital, you may decide whether or not to receive a medical exam. A medical exam treats the full extent of any injury or physical trauma. In the case of sexual assault, the purpose of the exam is to:

- Consider the possibilities of sexually transmitted disease or pregnancy
- Properly preserve evidence in case you decide to pursue a criminal investigation

**You can decide to have a medical exam but decide not to have the evidence collected. If you decide to have evidence collected, you can choose not to pursue criminal charges and/or not partake in a police report.** The medical exam will help to keep the option to pursue criminal charges open, should you decide to do so later.

### Preserve All Physical Evidence

Keep evidence such as text messages, social media posts, voicemails, notes and pictures that are related to the incident in case you decide to pursue an administrative investigation with the College and/or a criminal investigation with the police and/or obtain a protection order.

If you have been sexually assaulted, save all clothing from the time of the attack in a paper bag because plastic degrades evidence. Do not bathe, douche, brush your teeth or drink, as you may be destroying evidence you will need if you decide to pursue a criminal investigation now or in the future.

Do not disturb the crime scene—leave all sheets, towels, etc. that may bear evidence for the police to collect.

## Contact the College's Title IX Coordinator

West Shore Community College's Director of Human Resources is the primary Title IX Coordinator for the College and is obligated to act on any report of alleged sexual misconduct, harassment, or discrimination. As appropriate, the Title IX Coordinator works with the Dean of Student Services to address Title IX complaints and other Title IX compliance issues. An individual who wishes for the details of the incident to remain completely confidential may rather choose to speak with College resources who, by law, may maintain confidentiality. See confidential resources in Support section below.

### Title IX Coordinator/Director of Human Resources – Debbie Campbell

Available during normal office hours: 231-843-5819 or [djcampbell@westshore.edu](mailto:djcampbell@westshore.edu) - Administrative and Conference Building

### Dean of Student Services – Chad Inabinet

Available during normal office hours: 231-843-5865 or [ceinabinet@westshore.edu](mailto:ceinabinet@westshore.edu) - Schoenherr Campus Center

Title IX requires that when an individual who is a "responsible employee" learns of sexual misconduct, including sexual violence, or date/domestic or intimate partner violence, the responsible employee is required to promptly report specific information about the situation to the College's Title IX Coordinator or other appropriate designee. At West Shore Community College, all College faculty and staff who have not otherwise been designated as confidential reporting resources (see below) are responsible employees.

Because of this, please note that, although the College takes survivor confidentiality very seriously, your confidentiality cannot be guaranteed when reporting incidents of sexual violence to College employees other than those who have been designated as confidential reporting resources.

## You Have Support

The Counselor or Director of Student Resources in the Office of Student Services can provide you with safe, confidential, and non-judgmental space to receive emotional support and explore your options. Staff can also connect you with services such as:

- Off-campus resources
- Confidential counseling
- Law enforcement options (including orders of protection and no-contact orders)
- Medical assistance (including information on the importance of preserving evidence)
- Academic or employment accommodations if requested and reasonably available

### Confidential resources on campus:

WSSC Contracted Counselor – Ann Genson  
843-5561 or [agenson@westshore.edu](mailto:agenson@westshore.edu) – Schoenherr Campus Center

Director of Student Access and Resources\* - Carla Shay  
843-5942 or [ceshay@westshore.edu](mailto:ceshay@westshore.edu) - Schoenherr Campus Center

*\*The Director of Student Access and Resources named above will maintain confidentiality except in extreme cases of immediate threat or danger, or abuse of a minor. These employees will submit annual anonymous, aggregate statistical information for Clery Act purposes unless they believe it would be harmful to a specific client.*

### Resources off campus:

**C.O.V.E.** (Communities Overcoming Violent Encounters) – services offered for Sexual Assault and Domestic Violence  
906 East Ludington Ave., Ludington, MI 49431, 231-843-2541  
<http://www.callcove.com>

**National Sexual Assault 24/7 Crisis Hotline (RAINN):** 800-656-HOPE (4673), <http://www.rainn.org>