



UCU STUDENT RESOURCE GUIDE IN CASES OF SEXUAL MISCONDUCT

Trigger Warning

This text contains mentions of sexual assault. It aims to provide you with an overview of resources available to you, whether you are seeking urgent or long-term help. It is recommended that you read this guide in a place you feel safe and comfortable.

INTRODUCTION

This is a compiled list of resources related to sexual misconduct tailored for UCU students including resources within UCU, UU, and external resources. This resource guide was written by the UC Student Council and the University College Student Association in collaboration with the members of the Sexual Misconduct Task Force including the Wellbeing Team, Diversity Committee, Feminist Committee, BarCo, O.D.D. Luna, O.D.D. Allure, O.H.G. Equites, Disputum Primus Erectus, Alpha Beta Phi as well as various students that have contributed on personal behalf and in liaison with the UCU Contact Person for Inappropriate Behavior: Annemieke Meijer. If you would like to add, remove, or rephrase anything in this guide, please contact ucu.uca@uu.nl and/or ucu.studentcouncil@uu.nl

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IMMEDIATE HELP AND RESOURCES

- If you are in immediate danger **call 112**
- Forensic physicians can find traces of the assault up until 7 days later, but the sooner you seek medical help, the more evidence there will be and the more likely your perpetrator can be found or reported. The police strongly suggest that you do not shower, brush your teeth, go to the toilet, eat or drink, nor wash your clothing (preferably keep them in a paper bag) in order to ensure evidence is preserved. **If you feel comfortable, seek help immediately.** Even if you do not wish to report it to the police now, this way you will have the option to report it later if you change your mind.
- If you have experienced sexual assault in the last 7 days you can (anonymously) call the Centrum Seksueel Geweld (Sexual Assault Center) for **medical, forensic, or psychological help at 0800 0188**. They will provide you with a case officer who, if you choose to have a medical examination, can stay with you during the process for support.
- You can make an appointment with your GP. **Your GP can refer you to further medical or psychological help** as well as conduct an examination to gather proof for if you (later) choose to report the perpetrator. Your GP can treat wounds and prescribe medicine to help prevent pregnancy and any sexually transmitted diseases. Your GP also has an overview of all options and organizations that may offer help. The appointment is **completely confidential, and you may bring someone for support if you so choose.**
- If you do not have a GP in The Netherlands, you can also seek medical help at the Sexual Assault Center themselves or at the GGD. Or you can use <https://www.docline.nl/en-us/> which is an e-resource for students who urgently need a doctor and have not yet registered with a local GP practice. You can register at one of the GPs recommended on this website: <https://ucu.community/info/psychologists-gps/>
- It is also important to note that you can buy the Morning After Pill (~€11-€15) over the counter in any pharmacy in the Netherlands (eg. Etos, Kruidvat). **You do not need a prescription.** You can also order an STD Self-Test online through directlabonline.nl/testwijzer for around €50 or visit the GGD for free if you're under the age of 25.

CENTRUM SEKSUEEL GEWELD (CSG)/ SEXUAL ASSAULT CENTER

- It is important to note that CSG can help you best if you contact them within 7 days, and it is recommended that you contact them within 72 hours. If you are not ready to call them (0800 01 88), you can also use the anonymous chat on their website sexualassaultcenter.nl. Both methods are free and anonymous.
- They will connect you to a professional in Utrecht who will assist you with the further steps you choose to take. They can guide you in seeking medical help, and can help you in the reporting process with the police if this is a route you choose to take. They can also aid in seeking out psychological help and legal help.
- The police are not automatically involved. If you want, you can meet with the police. The employees at Victim Support The Netherlands or specialist lawyers can help you if you want to pursue a legal procedure. CSG will help you throughout this process.

HELP AT UCU

If you have experienced what you consider inappropriate behaviour, including sexual misconduct, either as a victim or a bystander, you are invited to get in touch with Annemieke Meijer, UCU student counsellor and contact person for inappropriate behaviour, through ucu.inappropriatebehaviour@uu.nl or a.a.meijer@uu.nl.

Annemieke is available for confidential conversations with you if you wish to talk about something that has happened to you or to someone else in the field of interpersonal relations that does not feel right, whether it be a recent incident or something that occurred longer ago. She is not a therapist but a trained counsellor in this field who will listen and think with you, and can guide you towards other resources within Utrecht University or externally.

It is important to know that contacting Annemieke does not mean starting any formal procedure. She simply offers a safe space to talk and if you want can help you decide on any further steps (for instance, filing a formal complaint to the UU committee for interpersonal integrity, reporting an incident to the police, contacting a psychologist, entering into a conversation with a perpetrator, etc.). You will be in the lead throughout.

If you prefer to talk to someone outside of campus, you can contact the UU Confidential Advisor for Inappropriate behaviour, Marian Joseph: m.j.joseph@uu.nl.

UCU SOCIAL HONOUR CODE

University College Utrecht (UCU) is a residential college where all students live together for at least two years and often for the entire duration of their degree program. The intent of education at UCU is not only to enable personal growth and professional advancement, but also to prepare our students to fulfil their role as citizens, enabling them to serve others in a range of different roles. Living together as a community is an integral and necessary component of this education and requires mutual respect. Engaging with each other as a social community enables students to truly learn together, including through their sometimes significant personal and philosophical differences. Our residential social community is a cornerstone of our educational program, and its flourishing is essential to the learning and wellbeing of our students.

We share a commitment to ensuring that all members of the community feel safe and welcomed. We jointly commit to fostering and maintaining a respectful, healthy and harmonious living and learning environment, which extends to the spaces that we share and appreciate. We are considerate of each other as well as of our physical surroundings at all times, and we hold each other in high regard. We celebrate the diversity of backgrounds within our community, which is key to our learning. We therefore appreciate every individual's personal identity and are empathetic to the experiences of others. Members of the community take on an open and curious approach when engaging with perspectives that might differ from their own. We make an effort to actively listen to each other and always strive for understanding. Furthermore, we foster an atmosphere in which all members can assert their personal boundaries, and we respect the boundaries of others at all times.

Above all, we are aware of our joint responsibility for the wellbeing of our community as a whole and hold one another accountable. In short, UCU is an environment of mutual respect, responsibility, consideration and consent. All members of the UCU community, staff and students alike, are expected to embody these values. In the Campus Life Rules and Guidelines, these values are translated to explicit expectations in terms of behaviour and responsibilities. All members of our community constitute the atmosphere on campus, and we jointly create an environment where everyone feels safe and welcome.

All students at University College Utrecht are expected to adhere to the Social Honour Code throughout the duration of their studies. Violations of the Social Honour Code, General Rules and Guidelines and/or Housing Rules and Guidelines can lead to sanctions. The disciplinary process for violations is outlined in Article 11 (of the CLRG).

QUICK STEPS AT THE UCSA BAR

A Quick step to step guide in case someone made you uncomfortable or you have been a bystander of Sexual Misconduct during the night.

1. If you want **immediate action** to be undertaken, approach a chief

a. Ways of approaching a chief

i. Go up to a chief.

ii. Or order an angel shot

1. *Neat*: A chief will escort you out/ talk to the person

2. *On Ice*: one of the chiefs (or another trusted person) will walk you home

3. *With lime*: A chief will call security

iii. Or ask someone else to talk to a chief if you are not comfortable with going yourself

b. Chiefs

i. Chiefs are the social contact persons and head bartenders who are responsible for running the Bar on their own on their shift. They are in charge of the Bar, the cash register, the bartenders, the stock, and everybody's safety and wellbeing (both bartenders and guests). They can be recognized by their black polo's with their name on it. They have the ability to remove people from the bar premises on the night of the event's occurrence. What you share on behalf of yourself with the Chief remains confidential, unless you indicate that the chief can take follow up measures.

2. If you want to remain anonymous but want to let it off your chest or complain about something, fill in the anonymous chief chief form:

<https://docs.google.com/forms/d/e/1FAIpQLSeHEjyGkHG7OaTA1RzZMykp6q3yA79T5SLCWOoQxcoDsSVWcg/viewform>

a. Chief Chief

i. Chief Chief is the contact person for anonymous complaints concerning the general remarks that involve the bar, the chief group or the BarCo board. The Chief Chief will take all matters seriously and will always result in a conversation.

3. If you want to **rant or take action**, you can file a chief report with a chief on duty or send an email to barco@ucsa.nl or hr.barco@ucsa.nl.

a. BarCo

i. BarCo is the committee board that consists of seven people that form the management team for the Bar. This board assumes overall responsibility for the running of the Bar and works together with the UCSA Board in Chief report procedures to maintain overall safety in the bar.

b. A chief report

i. A chief report is a written report about an incident in the bar that contained violations according to Article 39 as outlined in the Policy Manual that happened within 24 hours that the event occurred.

ii. The process is explained on page 7 under "BarCo: Chief Report Procedure in Case of Sexual Misconduct in the UCSA Bar"

LONG TERM HELP

WITHIN UTRECHT UNIVERSITY

If you wish to reach out to a **confidential person outside of UCU**, you can contact one of the confidential advisors of the UU at vertrouwenspersonen-ongewenstgedrag@uu.nl.

If you want to **file a formal complaint** about someone with ties to the UU, then you can file a complaint to the Interpersonal Integrity Committee of the UU at CommissieInterpersoonlijkeIntegriteit@uu.nl. They will advise the Executive Board of the UU about the validity of the complaint after investigation. This process is not anonymous. If you do wish to submit an anonymous complaint, this will be received as a signal, but they cannot start an official investigation.

If you wish to seek **psychological help**, you can make an appointment with the UU Student Psychologists. The initial intake meeting costs 25 euros, but all following meetings are free of charge. It is important to note that the **UU Psychologists** are mainly available for short term help, often with a maximum of five sessions. Also, there is usually a long waiting list for the UU Psychologists. To circumvent this your GP will be able to offer more immediate help.

For information about UU resources and procedures in cases of misconduct: <https://students.uu.nl/en/practical-information/policies-and-procedures/complaints-objections-and-appeals/misconduct>

EXTERNAL HELP

If you wish to find a **psychologist outside of the UU**, you will need to get a referral from your GP. They can help you navigate the system and find a psychologist suited for you.

CSG can also help you find a psychologist in Utrecht who can help you further. Getting psychological help can be expensive. Your insurance is more likely to cover it if you seek help at the CSG within 7 days of the assault. Your CSG case officer will help you navigate your financial options and insurance possibilities, even if you contact them after the 7-day period has passed.

For **medical help** (after the 7-day period), **contact your GP** or book an appointment at the GGD for STD-testing. You can also order an STD self-test at home. Your GP can also refer you to a gynecologist. It is very important that you register with a GP in The Netherlands. For nearby medical assistance and GPs to the UCU Campus, see the page on the UCU website “Doctors and Medical Practices.” You can easily register with one of these GPs online.

BARCO: CHIEF REPORT PROCEDURE

IN CASE OF SEXUAL MISCONDUCT IN THE UCSA BAR

1. A chief report is written and sent to BarCo and the UCSA within 24 hours of an incident.* that occurred in the bar.
 - a. A chief report is written by a chief about an incident in the bar that contained violations according to Article 39 as outlined in the Policy Manual.
 - b. The UCSA decides whether to investigate or not taking into account BarCo's recommendation.
 2. BarCo Chair and the UCSA BarCCAO discuss the chief report with each of their boards and determine:
 - a. Who was involved and who needs to be invited for an interview
 - i. Standard interviews include:
 1. Chief(s) on duty
 2. Violator(s)
 3. Survivor(s) or a Chief on their behalf – it is within the survivor's discretion to make this choice.
 4. Witness(es)
 - ii. Each involved subject will be invited to come to an interview:
 - i. If they do not want to come – we ask for a written statement
 - ii. Written statement:
 1. Content of Written Statement.:
 - a. BarCo/ the UCSA will provide an explanation of the chief report and what they are being accused of / what someone else is being accused of / any other relevant information they should know.
 - b. The person involved will then provide information that regards: In what state were you? Had you been smoking / drinking / taking anything else that would affect your behavior? How did you perceive the incident? What did you see? What did you hear? If you were the violator, do you think your actions were appropriate? Any witnesses of the incident that can help further this investigation? Any other comments.
 - iii. Based on the report, other interviews can also be conducted.
 - b. Each involved subject will be invited to come to an interview:
 - i. If they do not want to come – we ask for a written statement
 - ii. Written statement:
 1. Content of Written Statement.:
 - a. BarCo/ the UCSA will provide an explanation of the chief report and what they are being accused of / what someone else is being accused of / any other relevant information they should know.
 - b. The person involved will then provide information that regards: In what state were you? Had you been smoking / drinking / taking anything else that would affect your behavior? How did you perceive the incident? What did you see? What did you hear? If you were the violator, do you think your actions were appropriate? Any witnesses of the incident that can help further this investigation? Any other comments.
3. Conducting the interviews
 - a. Interviews are conducted by a BarCo member and the BarCo CAO
 - i. BarCo and the UCSA aim to conduct the interviews within two weeks of the incident. However, the aim is to conduct them as soon as possible after the incident.
 - ii. In the interview the point is to establish a storyline and determine the facts of the incident without posing suggestive or informing questions.

BARCO: CHIEF REPORT PROCEDURE

CONTINUED

4. All evidence is given to the BarCo Board and the the UCSA Board
 - a. BarCo meeting – discuss the case and review all the evidence and come up with a suggestion for a sanction which will be sent to the UCSA board.
 - b. The UCSA meeting – Board discusses all evidence presented, and BarCo’s suggested sanction, and comes up with the final and official judgment.

5. The UCSA Board sends the decision to the BarCo Board, as well as the violator and the survivor.

- a. Appeals can be lodged explicitly in writing with their argumentation with the Independent Body within 7 days of the judgment being sent out as outlined in the Policy Manual, Article 20.

* If an extension is granted, both BarCo (barco@ucsa.nl) and the UCSA (ucu.ucsa@ucsa.nl) have been emailed to request this.

UCSA EVENTS COMPLAINTS PROCEDURE

AGAINST AN INDIVIDUAL

The UCSA Board shall consider complaints made by members, guest members, committee boards, or teams against other members of all types, as defined in Article 5 of the Statutes, or their guests

Grounds for a Complaint

1. Acts committed in breach of the Statutes, the Policy Manual, or the Law in the context of Association activities
2. Sexual, racial, religious, or other forms of personal slander in the context of Association activities
3. Misconduct other than mentioned in 2., in the context of Association activities
4. Theft or damage to Association property or personal property in the context of Association activities.

Next steps

Send an email to ucu.ucsa@uu.nl stating the complaint, its grounds, and only if you are comfortable enough to disclose this, who it is against. Interviews will be held to investigate both parties involved. Depending on the decision of the UCSA board, a sanction may or may not be given

FRATORITY/FRATERNITY/SORORITY CONTACT AND ANONYMOUS FORM

To make a complaint to a fraternity/ sorority/ fratority, you can contact their board through the email addresses below, or through the anonymous form attached next to each group.

ABP: alphabetaphi.ucu@gmail.com or <https://forms.gle/SPo2GR8SaoZPz3jU8>

Allure: allureboard@gmail.com or <https://forms.gle/AU8QNtCXNEcY6heu5>

Equites: equitesohg@gmail.com or <https://forms.gle/iNwKPWeEpwDZv22c8>

Luna: lunaboard@gmail.com or <https://forms.gle/M44uDDXHMUdGdPGPA>

Primus: primus.board@gmail.com or https://docs.google.com/forms/d/e/1FAIpQLScvKjaeVjgWzzKCwe-_etpMwQw07uOdRL-5ypQnFYVzpPwObQ/viewform

FRATORITY/FRATERNITY/SORORITY CODE OF CONDUCT

On behalf of (insert fraternity/sorority/fratority):

1. (Insert fraternity/sorority/fratority) does not tolerate discrimination and harassment in any form.
 - a. No organizational member will engage in discrimination and/or harassment regarding another's race, ethnicity, age, sex, gender identity or expression, disability, sexual orientation, national orientation and religion or any other type of discrimination - this applies to discrimination and harassment towards members and non-members.
 - b. Harassment is more than insensitivity or conduct that offends or creates an uncomfortable situation. Any words or acts designed to disregard the safety or rights of another and which intimidate, degrade, demean, and/or threaten in any form will not be tolerated on the standards of (insert fraternity/sorority/fratority). Such physical, psychological, verbal, and/or written acts directed toward an individual or group of individuals are prohibited.
 - c. Members who engage in such behavior which would violate Art.1 should be referred to the misconduct procedural document and will face disciplinary action.

2. (Insert fraternity/sorority/fratority) does not tolerate aggression and intimidation of any form
 - a. No organizational member will engage in, or permit aggressive and intimidating behavior regardless of state of intoxication, interpersonal issues, or other circumstances. This entails any unwarranted physical contact, intimidating or malicious gestures in any form, and conspicuous and unwarranted exclusion or isolation having the effect of violating a person's dignity or creating an intimidating, hostile, degrading and/or humiliating environment.
 - b. Members who engage in such behavior which would violate Art.2 should be referred to the misconduct procedural document and will face disciplinary action.

FRATORITY/FRATERNITY/SORORITY CODE OF CONDUCT

CONTINUED

3. (Insert fraternity/sorority/fratority) does not tolerate sexual misconduct in any form.
 - a. No organizational member will engage in or permit sexually abusive behavior, sexual harassment, non-consensual (sexual) activity, sexual violence, domestic violence, dating violence, stalking, or sexual exploitation.
 - b. Members who engage in such behavior which would violate Art.3 should be referred to the misconduct procedural document and will face disciplinary action.

CODE OF CONDUCT APPENDIX

Definitions for the purposes of this policy:

- Consent is the affirmative, unambiguous, and voluntary agreement to engage in a specific sexual activity during a sexual encounter.
- Sexual harassment is unwelcome conduct of a sexual nature.
- Sexual violence is any physical sexual act perpetrated against a person's will or where a person is incapable of giving consent (e.g. due to an individual's age or use of drugs or alcohol, or because of an intellectual or other disability prevents the individual from having the capacity to give consent).
- Domestic violence is a pattern of abusive behavior that is used by an intimate partner to gain or maintain power and control over the other intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person.
- Dating violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship will be determined based on a consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- Racism is the prejudice, discrimination, or antagonism by an individual, community, or institution against a person or people on the basis of their membership of a particular racial or ethnic group.
- Stalking is defined as 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 feel fear.
- Sexual exploitation occurs when a person takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of other sexual misconduct offenses

TRAININGS AVAILABLE TO UCU STUDENTS

CONSENT MODULE ON BLACKBOARD

This is an online course called ‘Consent Matters: Boundaries, Respect, and Positive Intervention’. It is the result of a collaboration between universities and subject experts and has already been adopted by many institutions of higher education around the world. The course consists of three modules, as outlined below, and is aimed to be taken individually, as part of your personal development (it goes without saying that your participation will not be monitored). All UCU students have access to it via Blackboard. You can either take the whole course in the order in which it is presented, or choose to focus on a particular module, depending on your familiarity with the subject and your own personal goals. Module 3 has a particular significance for all of us as a community, and could be valuable to you even if you know a lot about consent already.

Modules	Syllabus
Module 1: Thinking about consent	<ul style="list-style-type: none"> ● The consent conversation ● Why consent matters ● Sex and consent ● Consent misconceptions ● Consent 101 ● How consent works in practice ● Practice scenario: Alcohol and consent ● Support
Module 2: Communication skills and relationships	<ul style="list-style-type: none"> ● Communication and consent ● Boundaries ● Let's talk about sex ● Stop, Pause, Go ● Relationships and respect ● Practice scenario: Pressure, communication skills and respect ● Support
Module 3: Looking out for others	<ul style="list-style-type: none"> ● What's positive intervention? ● Difficult situations ● What holds us back? ● Choosing to step in ● Becoming an active bystander ● Different ways of stepping in ● Practice scenarios: Looking out for others ● Support

UU BYSTANDER TRAINING

The UU regularly organizes Active Bystander Training sessions. You can check out the [UU student calendar](#) to find the dates of upcoming sessions. In the ‘Active Bystander’ training, you learn about signs of inappropriate behavior and you receive tools to make inappropriate behavior discussable. The course is free and you can sign up through the UU website.

EXTRA RESOURCES

THE CONSENT PROJECT

The Consent Project is an intersectional co-creative student-led initiative by PPE students aimed at promoting awareness on matters of consent and sexual violence. Together we strive to create an empowering sexual culture for all. Our student ally is the person you can reach out to if you ever need someone to talk to, cry to, or simply someone ready to give you all the love and support you need. We also provide the safe space “Embodied”. This is a community of support and solidarity for victims and survivors of sexual violence in any forms. With all our love and care, we create exciting events open to everyone to attend.

If you are interested in those and our work inspires you, you can check us out on Instagram @consent_project. We are constantly accepting new members in our cozy family. If you want to be part of it, DM us to get into our WhatsApp group chat.

UCSA INTROWEEK SEXMATTERS WORKSHOP

During the UCSA Introweeks in both Fall and Spring there are interactive Sexual Health and Consent workshops. In more recent years these have been done with SexMatters which focuses on both verbal and non-verbal communication about people’s boundaries and consent.

If you have any feedback on the workshop you can reach out to the UCSA through ucu.ucsa@uu.nl, and if you would like to know more about SexMatters you can look at their website here: www.sexmatters.nl.

GET IN TOUCH

If you have any suggestions for edits, extra resources to add, or other suggestions, please reach out to the UC Student Council or the UCSA at ucu.studentcouncil@uu.nl or ucu.ucsa@uu.nl.

You are also welcome to get in touch with any other groups in the Sexual Misconduct Taskforce that helped to create this document, including the Wellbeing Team, Diversity Committee, Feminist Committee, BarCo, O.D.D. Luna, O.D.D. Allure, O.H.G. Equites, Disputum Primus Erectus, Alpha Beta Phi as well as the UCU Contact Person for Inappropriate Behavior: Annemieke Meijer.