

University of Puerto Rico Mayagüez Campus
Gender Equity Program – *Construyendo Equidad Entre Géneros*

Internal Memorandum of Understanding (IMOU)

The **University of Puerto Rico-Mayagüez Campus (UPRM)** was established in 1911. Mayagüez is the third largest municipality of PR and is in the Western part of the Island. The main campus consists of 4 colleges: Agricultural Sciences, Arts and Sciences, Business Administration, Engineering and the Division of Continuing Education and Professional Studies. It also comprises the Agricultural Extension Service with 62 offices and 8 Agricultural Experimental Stations that are located throughout the 78 municipalities. It offers baccalaureate, masters, and doctoral degree programs. During the academic year 2017-18 the UPRM had enrolled 12,520 students (314 were international students), and a total of 2,541 employees which consist of faculty members and non-faculty members.

UPRM strives to form professionals with critical thinking and creative capacity, a desire for innovation and continuous learning, a regard for aesthetic values, an appreciation for the merits of teamwork, and a high sense of responsibility and social commitment. As a center of Higher Education, the University contributes to the analysis and formulation of solutions to local and international problems within an integral, transdisciplinary perspective committed to the development of a culture of peace.

Since 1997, *Servicios Investigativos educando a Mujeres para Elegir una Vida Verdaderamente Autosuficiente - Investigative Services Educating Women to choose a Really Self-Sufficient Life (SIEMPRE VIVAS)*, provides services to victims and survivors of domestic violence, sexual assault, dating violence and stalking violence. The program offers survivors support groups, advocacy services, counseling and coordinates other services with Nongovernmental and governmental agencies. SIEMPRE VIVAS is in UPRM campus. This is the only program in the UPR system that provides specialized services to gender violence victims/survivors. The program has the following goals: access support services for survivors of violence promoting solidarity among women and awareness of gender inequality; encourage women to recognize situations and factors that are limiting for their full development; understand the relationship of the process of socialization of women with the problem of gender violence; and develop a **UPRM** offers a student-centered education that promotes integrity, ethics, and academic excellence with a curricular offering that integrates general and specialized education.

Since 2007, through the Violence Against Women Prevention Program Campus Flagship from the University of Puerto Rico at Humacao Campus, **UPRM** has been offering educational activities and trainings for its students and staff regarding dating violence, domestic violence, sexual assault and stalking. This as a response for incidents and reported cases of dating violence, domestic violence, sexual assault and stalking on Security Office, Health Services Office and Counseling Departments. In 2010 the *Protocol for the Management of Domestic Violence, Sexual Aggression and Stalking in UPRM* was approved. After the end of the program in 2013 with the leadership of SIEMPRE VIVAS **UPRM** the program continued.

UPRM wants to send all campus community the message that violence against women, specifically gender violence will not be tolerated on campus. Also, for all campus community to know there are available services on and off campus for victims/survivors of dating violence, domestic violence, sexual assault and stalking.

For the implementation of the *Gender Equity Program* in the UPRM, Interamerican University of Puerto Rico at San German (UIPR- San German), Ana G. Méndez University at Aguadilla (AGM - Aguadilla), the continuation of the program in the University of Puerto Rico at Carolina (UPRCA) will establish the Gender Equity Program Consortium. These campuses and Casa Protegida Julia de Burgos hereinafter referred to as Casa Julia, RAMA of Carolina Municipality , Coordinadora Paz para la Mujer hereinafter referred to as Coordinadora, the Centro de Ayuda a Víctimas de Violación - Rape Crisis Center of Puerto Rico of the Department of Health of Puerto Rico hereinafter referred to as CAVV, the Domestic Violence Specialized Unit of the Puerto Rico Police Department in Carolina , and the Specialized Unit for Sexual Assault, Child Abuse and Domestic Violence Cases from the Puerto Rico Attorney Office in Carolina have come together to collaborate and to make an application for **OVW Fiscal Year 2019 Grants to Reduce Sexual Assault, Domestic Violence, Dating Violence, and Stalking on Campus Program** grant (see EMOU).

WHEREAS, the UPRM, with the collaboration of UPRM Chancellor's Office, Student Affairs Deanship, *SIEMPRE VIVAS*, Title IX Coordinator, Security Office, Administration Deanship, Counseling and Psychology Services Department, Disciplinary Board, Academic Affairs Deanship, Financial Aid Office, Medical Services Office, Student Council, Human Resources Office, Quality of Life Office, Association of Professors of the Mayaguez University Campus (APRUM), Athletic Department, Student Advocate's Office and **Social and Cultural Events Office** have come together, as part of the consortium with UPRM to collaborate and to make and application for **OVW Fiscal Year 2019 Grants to Reduce Sexual Assault, Domestic Violence, Dating Violence, and Stalking on Campus Program** grant; WHEREAS, the critical and long range goals of the collaboration between all members of this IMOU are:

1. Strengthen the **UPRM Coordinated Community Response Team (CCRT)**, considering that a multidisciplinary, sensitive and timely response must involve the entire campus and the larger community where the campus is located. This will support the adequate following and implementation of policies regarding sexual assault, domestic violence, dating violence, and stalking. The **CCRT**, designated annually by UPRM Chancellor, will lead the coordinated community response. The **CCRT** consists of key people within and outside UPRM campus, which function as a support network and focus on creating an atmosphere of respect that fosters healthy relationships. The **CCRT** aims to correctly follow policies regarding sexual assault, domestic violence, dating violence, and stalking, develop effective strategies and consistent procedures to address these problems and try to maximize and facilitate the choices of victims/survivors in these cases. Their priority is to develop prevention and intervention strategies that are trauma informed and protect victims/survivors of gender violence.
2. Enhance the ability of the campus to solve and prevent dating violence, domestic violence, sexual assault and stalking by training campus security personnel, Disciplinary Board Members, Counseling and Psychology Services Department staff, Health Services and other direct

services providers offices personnel to implement and strengthen services that more effectively identify and responds to crimes of domestic violence, dating violence, sexual assault and stalking. To achieve this, all partners will equally participate on the assessment and training development of the **UPRM** led by the *Gender Equity Program*.

3. Support and participate in the mandatory education of all incoming students regarding **UPRM** policies and procedures on domestic violence, dating violence, sexual assault and stalking. Guarantee that the orientation includes on and off campus available services to survivors of domestic violence, dating violence, sexual assault and stalking and how to receive services.

WHEREAS, the **UPRM** offices listed below have agreed to enter into a collaborative agreement and will work in close conjunction to ensure the effective implementation and continuity of the *Gender Equity Program* through all relevant areas of campus life and activities; and

WHEREAS, the offices of the **UPRM** herein desire to enter into an Internal Memorandum of Understanding setting forth the services to be provided by the collaborative; and

WHEREAS, we agree to work together to ensure the success of the *Gender Equity Program*, have discussed and agreed on the goals and objectives included in this grant proposal, and have reviewed and approved the proposed budget; and

WHEREAS, the application prepared and approved by the collaborative, its partners and internal **UPRM** offices, is to be submitted to the Office on Violence Against Women on or before **March 14, 2019**.

Roles and Responsibilities

All internal partners work together in the **UPRM** and respond to the Chancellor. They will:

1. Commit to implement policies and procedures of dating violence, domestic violence, sexual assault and stalking; keep this policies and procedures updated considering law amendments, best practices, and the input of the direct service providers office of **UPRM** and all EMOU partners.
2. Support the promotion and promote participation of staff and students in the educational activities the CCRT and the *Gender Equity Program* develops for the campus community.
3. Refer dating violence, domestic violence, sexual assault and stalking incidents accordingly to Certification #10-11-013: Protocol for the Management of Domestic Violence, Sexual Aggression and Stalking in the **UPRM** and other certifications that apply.
4. Participate actively as members of the CCRT and foster a **coordinated community response** regarding dating violence, domestic violence sexual assault and stalking cases on campus.

The following partners will participate actively as members of the CCRT and foster a coordinated community response regarding dating violence, domestic violence, sexual assault and stalking cases on campus. The **Chancellor** will:

1. Support and endorse the implementation and continuity of the *Gender Equity Program* in **UPRM**.
2. Provide office space for the *Gender Equity Program* (staff and Peer Educators), office materials and reproduction of educational materials for the staff, CCRT meetings, trainings, Peer Educators and educational activities to be offered.
3. Designate annually a **CCRT** to coordinate a community response to dating violence, domestic violence, sexual assault and stalking on campus.
4. Give mandatory orientation for all incoming students about dating violence, domestic violence, sexual assault and stalking; about **UPRM** policies and procedures, regarding dating violence, domestic violence, sexual assault and stalking; give information regarding on and off campus services and contact information for victims/survivors; and include bystander education and intervention as a strategy for all students and campus community to address dating violence, domestic violence, sexual assault and stalking on **UPRM**.
5. Designate staff from the *Gender Equity Program* to be part of the organization committee for the mandatory incoming student's orientation activity.
6. Oversee that the Disciplinary Board Members are trained at least two times a year.
7. As the **UPRM** executive leadership, the Chancellor will be actively engaged in efforts to promote visibility and awareness on issues regarding dating violence, domestic violence, sexual assault and stalking on campus and with EMOU partners.

The **Dean of Academic Affairs** will:

1. Support the trainings of Disciplinary Board Member specially the member's who're faculty.
2. Support trainings to Faculty of the four Colleges of the **UPRM**: Agricultural Sciences, including Agricultural Extension Service with 62 offices and 8 Agricultural Experimental Stations; Arts and Sciences, Business Administration, Engineering and the Division of Continuing Education and Professional Studies.

The *Gender Equity Program* staff will:

1. Provide leadership and support in the proposal developing and implementing foreseeing all goals, objectives and activities are done as proposed.
2. Provide staff and expertise in the implementation of the grant in **UPRM** and other participating campus and partners in EMOU.
3. Facilitate the coordination of the Coordinated Community Response Team in **UPRM**.
4. Oversee the educational campaigns development process by the *Gender Equity Program* in **UPRCA** for the Gender Equity Program Consortium. Review the content developed for the educational materials. Coordinate the material printing process and make them

available to all participating campuses. Priority will be given to develop and expand on educational materials regarding cyber stalking, stalking and sex trafficking. Materials will be in Spanish, culturally sensible and accessible.

5. Develop and organize the Peer Educators Group so they can support all prevention, awareness and training efforts in campus to enhance the response to dating violence, domestic violence, sexual assault and stalking. Coordinate training and resource for Medical Services Office, Security Office, Counseling and Psychology Services Department and Disciplinary Board members to effectively identify and respond to violence against women crimes and support investigations that are more effective and adjudications.

The Dean of Administration will:

1. Provide support to victims/survivors of dating violence, domestic violence, sexual assault and stalking through the Security Office.
2. Convene security officers for trainings on dating violence, domestic violence, sexual assault and stalking issues.
3. Provide office space, office materials and reproduction of educational materials (black and white and in full color) for the staff, **CCRT** meetings, trainings, Peer Educators and educational activities to be offered.
4. Provide support in the coordination of physical resources such a stage, tables, chairs and tents.
5. Authorize the use of campus spaces for the *Gender Equity Program* to convene meetings, trainings and educational activities.

The Dean of Student Affairs will:

1. Provide support in the training of the faculty from the Counseling and Psychology Services Department and Medical Services.
2. Support the trainings of Disciplinary Board Member's specially the members who are students.
3. Coordinate and convene annually a mandatory incoming student's orientation activity, including the participation of the *Gender Equity Program* staff.
4. Oversee that a minimum in-kind match an estimate of \$23,490.00 each year or at least six students to the *Gender Equity Program* through the Work and Study Program of **UPRM**.
5. Actively participate and engage in the promotion of all the educational activities the *Gender Equity Program* develops.
6. Coordinate trainings with the support of the *Gender Equity Program* for all members of this deanship on the prevention and intervention of dating violence, domestic violence, sexual assault and stalking incidents.
7. Coordinate at least annually with the supports of the *Gender Equity Program* a meeting with all the students' organizations to disseminate the campus protocol to manage dating violence, domestic violence, sexual assault and stalking incidents.

Disciplinary Board Members will:

1. Participate in trainings to strengthen their knowledge regarding dating violence, domestic violence, sexual assault and stalking to effectively respond to prosecution investigation and charges of these crimes.

The Security Office (campus security authority) will:

1. Provide support to victims/survivors of dating violence, domestic violence, sexual assault and stalking through the Security Office.
2. Convene security officers for trainings on dating violence, domestic violence, sexual assault and stalking issues.
3. Follow up on the implantation of more and better security measures on campus for the safety of students, faculty and employees of **UPRM**.

The Title IX Coordinators will:

1. Be responsible for coordinating the **UPRM** Title IX compliance efforts including but not limited to, law developments, implementation of grievance procedures, notification, investigation and disposition of complaints; provision of educational materials and trainings for the campus community, specially law enforcement and the Counseling Department staff; conducting and/or coordinating investigations of complaints received pursuant to Title IX, ensuring a fair and neutral process for all parties; and monitoring all other aspects of the University's Title IX compliance.

Human Resources Office will:

1. Coordinate with the support of the CCRT and the *Gender Equity Program* trainings for the campus staff regarding dating violence, domestic violence, sexual assault and stalking.
2. Support the process to validate training hours, to count towards governmental ethics hour's compliance.

The Financial Aid Office will:

1. Provide a minimum in-kind match an estimated of \$23,490.00 or a minimum of six students each year through its program for students that qualify to be part of it, be sent to the *Gender Equity Program* and become Peer Educators.

The Medical Services Office will:

1. Provide support and medical services to victims/survivors of dating violence, domestic violence, sexual assault and stalking.
2. Convene the Medical Service Office personnel to trainings to effectively identify and respond to violence against women crimes and support more effective investigations and adjudications. This training includes screening, and management with follow-up and advocacy.

The Counseling and Psychology Services Department will:

1. Provide support, counseling, referrals and psychological therapy to victims/survivors of dating violence, domestic violence, sexual assault and stalking.
2. Convene its staff to trainings to strengthen their knowledge and intervention skills regarding dating violence, domestic violence, sexual assault and stalking.
3. Coordinate with the *Gender Equity Program* and EMOU partners, trainings for the Counseling and Psychology Services Department to strengthen intervention on dating violence, domestic violence, sexual assault and stalking.

Quality of Life Office will:

1. Continue to include the issues of dating violence, domestic violence, sexual assault and stalking in their activities and support the *Gender Equity Program* in campus community awareness and educational activities.

The Student's Council will:

1. Designate the members who will be part of the Disciplinary Board and who will participate in the trainings the *Gender Equity Program* coordinates for this Board.
2. Support the *Gender Equity Program* Educational activities convening all its members and organizations to participate in them.
3. Designate a member from their office to actively participate in the CCRT.

Association of Professors of the Mayaguez University Campus (APRUM, by its Spanish acronyms) will:

1. Share all promotions and educational materials from the *Gender Equity Program* among its membership.
2. Convene its members to participate on campus community educational, awareness and training activities.

Student's Ombud will: (cambio el nombre me dijiste)

1. Develop educational activities for students to disseminate certifications and protocols regarding management of sexual assault, dating violence, domestic violence and stalking.
2. Follow up on students complaints regarding the implementation of certifications and protocols about the management of sexual assault, dating violence, domestic violence and stalking.
3. Convene students to educational activities the *Gender Equity Program* develops.

The Employee Assistance Program will:

1. Refer to IMOU partners cases of dating violence, domestic violence, sexual assault, and stalking.
2. With the support of the *Gender Equity Program*, Human Resources and the Deanship of Academic Affairs, develop trainings for all UPRM employees.

The Athletic Activities Department will:

1. Develop educational activities for athlete students to disseminate certifications and protocols regarding management of sexual assault, dating violence, domestic violence and stalking.
2. Convene coaches for trainings on dating violence, domestic violence, sexual assault and stalking issues.

Confidentiality Limitations and Requirements

All departments and offices above agree that confidentiality is the compromise to respect the privacy of the people whom you are providing professional services (Vega Rivera, R., 2003). The Constitution of the Commonwealth of Puerto Rico states in its Bill of Rights, Article II, Section 1: *that the dignity of the human being is inviolable*, and in Section 2: *everyone has the right to protection of law against abusive attacks upon their honor, their reputation and private or family life*.

According to the Health Insurance Portability and Accountability Act (1996), all patients have the right of having their information protected (verbal, written or electronically). This Act establishes the standards of saving the patients information regarding their health.

Mental Health in Puerto Rico Law 408 from 2000 as amended, defines confidentiality as the right of a person receiving mental health services, to hold oral or written communication without it being disclosed to third parties when not having the express person's permission, except as otherwise provided in the Act. This applies to all direct and indirect health service providers and their support staff. Law 408 as amended also defines informed consent as means of the determination by the adult or guardian, or the parent or legal guardian, to accept or refuse service mental health or other proceeding because of a dialogue. In this dialogue the provider of mental health services informs the person subject to receive services, the parent with custody, or legal guardian, the nature, necessity and scope of informed consent in mental health care.

The victim's interest in maintaining the confidentiality of personally identifying information will be respected by all partners.

All the above collaborators have reviewed OVW's 2019 Acknowledgement of Notice of Statutory Requirement to Comply with the Confidentiality and Privacy Provisions of the

Violence Against Women Act, as Amended. All grant partners understand the limits of disclosure of personally identifying information under the Violence Against Women Act and agree to comply with the terms described therein.

We, the undersigned have read and agree with this IMOU. Further, we have reviewed the proposed project and approve it. We are committed to working together to ensure the successful implementation of the *Gender Equity Program*.

Arq. Wilma Santiago Gabrielini, Chancellor
University of Puerto Rico at Mayaguez (UPRM)

Date

Prof. Luisa Maldonado Seijo, Director
SIEMPRE VIVAS
University of Puerto Rico at Mayaguez (UPRM)

Date

Dra. Betsy Morales Caro
Dean of Academic Affairs

Date

Dr. Jonathan Muñoz Barreto
Dean of Students Affairs

Date

Sr. José L. Ramírez González
Security Office Coordinator / Director

Date

Prof. Gustavo Cortina Rodríguez
Title IX Coordinator

Date

Sra. Rosie Torres de Calderón
Medical Services Office Director

Date

Prof. Madeline Rodríguez Vargas

Dra. Madeline Rodríguez Vargas
Counseling and Psychology Services Department

Date

Prof. Gustavo G. Cortina Rodríguez

Prof. Gustavo G. Cortina Rodríguez
Quality of Life Office

Date

Sr. Juan Cruz Reyes
Office Information Systems

Date

Sra. Larizza Hernández Nazario

Sra. Larizza Hernández Nazario
Student's Advocate

Date

Sra. Zayra Acosta

Sra. Zayra Acosta
Employee Assistance Program

Date