

Implementation Team Members,

Thank you for agreeing to serve on the Cozen Implementation team – a select group of administrators, faculty, and students tasked with developing and implementing a plan to follow up on the recommendations from the recent Cozen assessment of our Title IX program. We have been designated as co-chair of the team, with overall responsibility for designing and planning the steps necessary to implement the recommendations, with assistance from the Cozen O'Connor team and the CO Title IX/DHR team. Your role will be to help facilitate and support the implementation of this plan in a manner that is consistent with agreed-upon timelines, the goals of the assessment, and campus culture.

We would also like to thank the Title IX Office's Program Analyst, Pamela Kirschner, for providing administrative support to the Team for the duration of our charge.

Implementation Team members are expected to participate in two upcoming meetings -- on April 18 and April 28 -- with the Cozen O'Connor team. Detailed information regarding these sessions will be sent in a separate correspondence -- and we acknowledge that the short notice you have been given may result in a scheduling conflict, so we will record these meetings in the event you are unable to attend. These sessions are intended to provide campus Implementation Team members with:

- a deeper understanding of the framework of the assessment;
- the evidence base and process for reaching observations and recommendations;
- the goals that form the basis for the recommendations; and
- preparation to receive the upcoming report and successfully move forward.

The following is what we know regarding how the Cozen O'Connor team will report on its assessment:

- **Meetings with all Campus Implementation Teams (April 18 and April 28, 2023)** The Cozen O'Connor team will present in person to all members of all Campus Implementation Teams at a Northern California campus on April 18 and in Southern California on April 28 (at a campus or at the Chancellor's Office). Each meeting will last approximately three to four hours. Ideally, all Implementation Team members will attend the meetings as a team (either in person or via Zoom). These presentations will focus on themes, observations, and recommendations that are common to most campuses. The meetings will only be open to members of Campus Implementation Teams, CO Title IX/DHR staff, and campus counsel. Meetings will be recorded but with the same restricted access. Attendees will receive a slide deck that provides information about the framework of the assessment, the overall goals of the assessment, the role and function of each Campus Implementation Team, and an overview of the common themes, observations, and recommendations common to most campuses.
- **Reports to each campus.** Members of campus communities have requested that Cozen O'Connor report separately (on a campus-by-campus basis) on its observations, recommendations, and next steps for each campus. This will occur in two formats. First, Cozen O'Connor's written report to the board that will be shared publicly at the May 2023 board meeting will include a campus-specific set of observations and recommendations for each campus. Second, as described below, Cozen O'Connor will meet with each campus

Implementation Team over the summer to provide more detailed guidance and advice. The initial plan was for Cozen O'Connor to provide a separate report to each campus Implementation Team prior to the final systemwide report. As we progressed through the privileged briefings, however, Cozen O'Connor concluded that the CSU's important goals – and Cozen O'Connor's recommendations – will require the Chancellor's Office to provide significantly more – and different – support to campus Title IX and DHR operations, and that recommendations to individual campuses would be best understood if discussed in the context of, and in conjunction with, systemwide recommendations.

- **Board of Trustees Meeting (May 24, 2023).** Cozen O'Connor will report to the board of trustees in an open session on May 24, at which time it will publicly release its written report. The written report will include the topics presented to the Implementation Teams in April (observations and findings applicable to most campuses) as well as themes, observations and recommendations concerning systemwide programming and services, and specific observations and recommendations related to each individual campus.
- **Separate Meetings with Implementation Teams (June and July 2023).** Cozen O'Connor will be available to meet with each campus Implementation Team to discuss implementation of systemwide recommendations, and to discuss their campus-level observations, recommendations, and next steps with respect to that campus. A member of the CO Title IX/DHR team will also attend these meetings and will assist each campus with their implementation planning and efforts.

As part of our work, we will develop a communications plan designed to keep the campus community apprised about the implementation process and status. This will start with a campus message that we intend to put out Thursday, with periodic updates on our progress to campus leadership, the Senate, and the campus community.

The Implementation Team is:

- David Hickcox, Title IX Coordinator & DHR Prevention Administrator (Co-Chair)
- Kimberly White, Interim AVP for Faculty Affairs
- Deborah Doel-Hammond, Interim AVP & Chief Human Resources Officer (CHRO)
- Adrienne Colegrave-Raymond, Interim Dean of Students
- Donyet King, Senior Director of Housing
- Sherie C. Gordon VP of Administration and Finance (Co-Chair)
- Juan G. Guerrero, Associate Students Chair
- Xena Pastor-Nulia, Safety Services Coordinator
- James F. Woglo, Associate Professor
- Grant Landy, Head Women's Soccer Coach

We really appreciate your support.

Sincerely,

David & Sherie