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March 20, 2003

Nicole Merhill, Esq.
Office for Civil Rights, Region 1
U.S. Dept. of Education
McCormack P.O. & Courthouse, Room 701
Boston, MA 02109-4557

Re: (b)(7)(C) [redacted], Westfield State College, OCR Complaint No. 01-02-2061

Dear Ms. Merhill,

I write on behalf of Westfield State College to inform the Office for Civil Rights ("OCR") of the College's commitment to amend its Title IX policies and procedures and to provide additional sexual harassment training as requested by OCR as a result of its investigation of Rochelle Stellato's complaint against the College.

More particularly, the College will ensure that the Student Handbook is corrected to make clear that the College's Title IX Coordinator is Dr. Pamela Mitchell-Crump, not Curt Robie, as he is currently, but erroneously, identified. The College further agrees to take additional steps, including training, to clarify the identity and role of the Title IX Coordinator on campus. The College will submit a draft correction of this portion of the Student Handbook to OCR on or before April 20, 2003. Upon approval by OCR, the College will re-publish and distribute the amended section of the Handbook to the campus community.

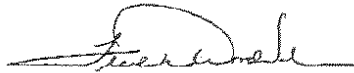
The College will also amend Section D(3)(c) of its Discrimination Complaint Procedure to clarify that the College shall promptly and equitably investigate a complaint of sexual harassment during the informal complaint stage regardless of a complainant's agreeing to release his or her name for the purposes of such an informal investigation. Section D(3)(c) is currently found on page 5 of 13 of the Discrimination Complaint Procedure. The College will submit a draft amended Discrimination Complaint Procedure to OCR on or before April 20, 2003. Upon approval by OCR and acceptance of the revised policy by the Board of Trustees, the College will re-publish the amended Discrimination Complaint Procedure and distribute it to the campus community.

The College also agrees to conduct additional Title IX training on campus by the conclusion of the Spring 2003 semester. The College will conduct separate training sessions for students and for faculty, staff, administrators and other employees. For both sessions, the College will bring in an outside speaker(s) to conduct the training. The College will ensure that particular attention is directed to the College's Discrimination Complaint Procedures and its obligation

Nicole Merhill,
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under Title IX to conduct prompt and equitable investigations of every complaint of sexual harassment, sexual assault, and gender discrimination. Upon completion of both training sessions, the College will supply OCR with documentation of the training, including the dates of training, copies of any publications distributed at training, sign-in sheets and the identities of the persons conducting the training.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Frederick W. Woodward".

Frederick W. Woodward
President