

# Guidelines for IWU Safe Zone Members

---

**1. Respect each individual's privacy.** Keep contacts confidential unless otherwise specified.

**2. Keep in mind the D'Augelli Model of Sexual Identity.** Try to use language that reflects where the person is in his/her development. (Example: A student may be exploring his/her sexuality and may not identify self as a LGBT person even though she/he is engaging in same-sex relationships.)

**3. Keep clear, professional boundaries.** You may find yourself being an advocate, advisor, teacher, or mentor to students/colleagues who seek your support. Feel free to have coffee or lunch with those who seek you out. However, the formation of romantic or sexual relationships between you and those you encounter due to your membership with the IWU Safe Zone Program is strictly prohibited.

**4. Ask questions.** Please feel free to consult with the Safe Zone Committee members or the Office of Multicultural Student Affairs whenever you have questions or would like feedback on how to support or advise someone.

**5. Refer students to professional counseling when appropriate.** If an individual is experiencing psychological distress or having difficulty coping, suggest that counseling may be helpful to her/him. Also, if you are feeling overwhelmed or worried about an individual, you can refer them to Counseling and Consultation Services.

**6. Keep the logo visible.** If your Safe Zone logo decal is defaced or torn down, take a picture of the vandalism/remaining parts and contact the Office of Multicultural Student Affairs immediately for a new copy. Also, submit a bias incident report to Campus Security at ext. 1111.

**7. Keep us notified.** Please notify the Office of Multicultural Student Affairs if you have changes of address, email, or want to withdraw from the program.

**8. Keep resources and new materials easily accessible.** Resources may be periodically sent to you via campus mail. There is a limited amount of hard-copied resources; so, please keep them safe and readily available. It is permissible to copy or print IWU Safe Zone materials.

**Office of Multicultural Student Affairs (Holmes 103-D)  
(309) 556-3412 or mcaffairs@iwu.edu**

**Counseling and Consultation Services (Magill Lower Level)  
(309) 556-3052**