

RESPONSIBLE EMPLOYEES

Staff and Faculty Responsibilities Under Title IX

UtahStateUniversity™

AFFIRMATIVE ACTION
TITLE IX

The first person a sexual misconduct survivor discloses an experience to can have a great impact on their healing process and whether they report to authorities or seek resources.

All Utah State University employees* are “responsible employees” under Title IX and must contact USU’s Title IX Coordinator about disclosures of any form of gender discrimination or sexual misconduct, including sexual assault, dating/domestic violence or stalking. The best way to support a student, staff or faculty member disclosing an incident to you is to inform them of your reporting obligations, express your belief in them, refer them to help, and report the disclosure to the Title IX Coordinator.

IMMEDIATE THREATS

If you think there is an immediate threat to an individual, **dial 911 or call USU Police at 435-797-1939.**

IF YOU RECEIVE A DISCLOSURE

1

INFORM the individual as soon as possible in the conversation that you will do whatever you can to respect their privacy, but let them know you cannot ensure full confidentiality because of your reporting obligations.

For example, you could say: *“It sounds like you’re about to share something very important. Before you continue, I would like to let you know the limits of my confidentiality. I may need to report certain information to the Title IX Office, and in some cases, provide identifying information about what you share. How can I support you?”*

2

LISTEN without judgment if they would still like to discuss their experience with you. Respond with compassion, avoid questioning their experience, and express your support. If the individual isn’t comfortable sharing information given your reporting obligations, be sure to refer them to help (see other side).

3

REFER the individual to services (see other side). Your report to Title IX will provide a first step for us to reach out to and let them know our office can offer support services and accommodations to help them and explain the Title IX process.

4

REPORT the disclosure at titleix.usu.edu as soon as possible. You are also welcome to reach out to the Title IX Coordinator:

titleix.usu.edu | 435-797-1266 | titleix@usu.edu

*Exemptions from reporting only exist for employees who serve in a professional role for which communication is privileged. These include those who provide professional health care, mental health services and victim advocacy. Most student employees are also exempt.

REFERRALS FOR SUPPORT SERVICES

CONFIDENTIAL - Personal Information Not Shared

USU Counseling and Psychological Services (CAPS)

Professional, licensed counselors offer individual and group mental health services free of charge to USU students enrolled in at least 9 credit-hours.

Taggart Student Center, Rm 306

435.797.1012

counseling.usu.edu

Sexual Assault and Anti-Violence Information Office (SAAVI)

Offers victim advocacy and help with protective orders and understanding rights. Short-term crisis counseling by a licensed counselor. Services available free of charge to all students, staff and faculty.

Taggart Student Center, third floor

435.797.7273 (24-hour crisis line forwards to CAPSA after work hours)

saavi.usu.edu

Citizens Against Physical and Sexual Abuse (CAPSA)

Off-campus advocacy, help with protective orders and counseling for victims of sexual violence, including sexual assault, intimate partner violence and stalking.

435.753.2500 (available 24/7, 365 days/year)

capsa.org

PRIVATE - Information Protected but Not Confidential

USU Title IX Office

Investigates reported incidents and assists with safety, housing and academic accommodations. The Title IX Coordinator's role is to stop the conduct, prevent its recurrence, and remedy any effects. Title IX's process is administrative, not criminal. To report a crime, contact USU Police.

Old Main, Rm 161

435.797.1266

titleix.usu.edu

titleix@usu.edu

NOT PRIVATE - Information May Become Public Record

USU Police

Investigates crimes and ensures safety. Officers are trained in trauma-informed investigation, and victims are encouraged to reach out to an advocate or friend to support them during the process. All reports to USU Police are sent to USU's Title IX office.

800 E. 1250 N., Logan

435.797.1939

dps.usu.edu/police