Compliance Guide
for Mandatory Reporters

Title IX

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Purdue University
What is Title IX?
Title IX is part of the Education Amendments of 1972 and is enforced by the U.S. Department of Education. This federal law prohibits discrimination on the basis of sex in education programs or activities operated by recipients of federal financial assistance.

Title IX applies to all participants of such programs, including students, parents and faculty/staff members.

A variety of activities are covered under Title IX, including athletic programs, recruitment, admissions, financial aid, and participation in extracurricular programs and activities. For example, Title IX addresses discrimination situations such as unequal treatment of pregnant and parenting students or unequal pay based on gender.

Why is Title IX important?
Title IX helps to foster safe and respectful University environments that better protect students, faculty and staff from incidents of sex-based discrimination and sexual harassment, including sexual violence, relationship violence and abuse.

What are the requirements of Title IX?
The University is obligated to provide a prompt, thorough and equitable investigation of any report of sex-based discrimination, sexual harassment or sexual violence. This obligation remains even in the absence of a formal complaint.

Title IX ensures that both parties in a reported event have equal opportunity to be heard and participate in a grievance process.

Why is Title IX relevant to you?
As a mandatory reporter, you must carry out your responsibilities to report all Title IX violations of sex-based discrimination and sexual harassment, including sexual violence and child sexual abuse. Sexual violence is often the focus of many requirements and responsibilities that fall under Title IX because it is a very serious form of sexual harassment.

By fulfilling these responsibilities, you assist the University in complying with legal requirements and help the University maintain its commitment to fostering a secure, equitable and inclusive community.
Know Your Responsibilities Under Title IX

Who has responsibilities under Title IX?
While the University encourages all campus community members to report incidents of harassment or discrimination, several classifications of employees have been identified as “mandatory reporters” for Title IX purposes. These employees have authority and responsibility to take action to remedy harassment. Examples of mandatory reporters include:

- Vice presidents, vice chancellors, vice provosts, deans, department heads, directors and coaches.
- Employees in supervisory or management roles.
- Faculty members.
- Student affairs professionals.
- Residential life staff.

What is the purpose of a mandatory reporter?
Through your knowledge and application of University policy and state laws, you play an important role in:

- Protecting students, faculty and staff from incidents of sexual violence.
- Supporting sexual assault survivors.
- Helping the University maintain a safe environment by striving to eliminate, prevent, and address discrimination on the basis of sex, including sexual violence.

What are your primary responsibilities as a mandatory reporter?
The main responsibility of mandatory reporters is to report any Title IX violations to the University as soon as possible. You are required to report incidents you personally observe as well as incidents reported to you. You must report these offenses to the designated office on campus.

Additionally, all mandatory reporters are required to report instances of suspected child abuse in accordance with the Indiana law.

Please see the “Report Relevant Offenses” section for details on what qualifies as a violation and the “Take Action” section for details on how to report.

What additional responsibilities might you have as a mandatory reporter?
Many mandatory reporters under Title IX are also considered Campus Security Authorities (CSAs) under the Clery Act. As such, you may be required to file reports of certain crimes, including sexual assault and child abuse/neglect, according to procedures outlined by the Clery Act.

If you are also a CSA, please refer to the “Clery Act Compliance Guide for CSAs” for more information about your responsibilities, offenses that should be reported and how to take action in compliance with the Clery Act: www.purdue.edu/cleryact.

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What is a reportable offense under Title IX?
As a Title IX mandatory reporter, you must report any instance of discrimination or unfair treatment on the basis of sex or sexual harassment. Reportable offenses under Title IX are:

- Discrimination on the Basis of Sex
- Stalking
- Sexual Harassment
- Sexual Violence/Sexual Assault
- Relationship Violence
- Sexual Exploitation
- Unwelcome Sexual Conduct
- Sexual Exploitation

For an explanation of each of these offenses, please see the “Definitions” section.

What is a reportable offense for child abuse/neglect reporting?
Indiana law requires that all persons over the age of 18 report suspected child abuse or neglect to the police or Child Protective Services. Faculty and staff may also report such suspicions to his or her supervisor (or other designated person) who then also becomes responsible to report. Reporting to a supervisor or other designated person does not relieve an individual of his or her obligation to report. If you suspect or witness child sexual abuse on campus, you must report it to the police and/or the local child protective services.

For more information on how to report offenses in compliance with Title IX or child abuse and neglect laws, please see the “Take Action” section.
SEXUAL HARASSMENT

An act that exploits someone sexually. Sexual Exploitation is another form of Sexual Harassment in which no violence is involved, but conduct takes advantage of another person sexually.

Examples of Sexual Exploitation include, but are not limited to:
- Exposing one’s own or another person’s intimate parts without consent.
- Recording video or audio, photographing, or transmitting intimate or sexual utterances, sounds or images without Consent of all parties involved.
- Allowing others to view sexual acts (whether in person or via a video camera or other recording device) without the Consent of all parties involved.
- Engaging in any form of voyeurism.

STALKING

Any knowing or intentional course of conduct involving repeated or continued following, threatening or intimidating another by telephone, mail, electronic communication, social media, in person or any other action, device or method that:
- Would cause a reasonable person to suffer substantial emotional distress or fear of bodily injury or death; and
- Actually causes such person substantial emotional distress or fear of bodily injury or death.

CHILD SEXUAL ABUSE

Child Sexual Abuse includes:
- Sexual intercourse.
- Fondling.
- Touching — including reciprocal touching — of a sexual nature.
- Using objects to penetrate a child’s vagina or anus with no valid medical purpose.
- Indecent exposure or exhibitionism.
- Exposing a child to pornography.
- Exposing a child to the act of sexual intercourse.
- Masturbating in front of a child.
- Using a child to film, photograph or model pornography.

SEXUAL VIOLENCE

Any non-Consensual sexual act, including but not limited to rape, sexual assault, sexual battery and sexual coercion. Sexual Violence also includes Relationship Violence and same-sex assaults.

Examples of Sexual Violence include, but are not limited to:
- Non-Consensual sexual intercourse: oral, anal and/or vaginal penetration, to any degree and with any body part or object.
- Compelling a person to touch his or her own or another person’s intimate parts without consent.
- Engaging in any form of voyeurism.

RELATIONSHIP VIOLENCE

Any physical, sexual and/or psychological harm against an individual by a current or former intimate or romantic partner. Intimate or romantic partners may be dating, cohabitating, married, separated or divorced, and may be of the same or opposite sex.

CONSENT/CONSENSUAL

Clear communication given by words or actions that shows an active, knowing and voluntary agreement to engage in mutually agreed-upon sexual activity. Consent is given freely and voluntarily. Consent may not be inferred from silence, passivity or when an individual is incapacitated or otherwise prevented from giving Consent as a result of impairment due to a mental or physical condition or age. No Consent exists when there is a threat of force or physical or psychological violence.

Although Consent may be given initially, it may be withdrawn at any point without regard to activity preceding the withdrawal of Consent.

The voluntary nature of Consent will be subject to heightened scrutiny in circumstances in which a person engages in a sexual relationship with a person over whom he or she has any power or authority within the University.

DEFINITIONS
How do you report Title IX harassment and/or discrimination?

If you are a mandatory reporter and someone informs you of an offense that falls under Title IX, report it immediately by taking these steps:

1. Ensure your safety and the safety of the reporter/victim. In an emergency or situation of imminent danger, call 911 immediately.

2. Inform the victim that you are required to report the incident, even if the victim chooses not to press charges or file a report with law enforcement. Although every effort will be taken to ensure privacy, a mandatory reporter cannot guarantee complete confidentiality.

3. Listen to the victim. Collect information needed for reporting.

4. Report the incident.

   **Preferred method of reporting:**
   - Go online: www.purdue.edu/sexual_assault.
   - Click on: “Report Sexual Assault.”
   - Complete the Sexual Violence Report form.

   **Alternative methods of reporting:**
   - Call the Office of Student Rights and Responsibilities: 765-494-1250; or
   - Call the Title IX Coordinator: 765-494-5830

5. Provide assistance: Inform the victim of his/her option to also self-report the incident to campus police and local police for investigation or to decline to report the incident to law enforcement. Filing a report with police does not require the victim to press charges.

   **HELPFUL TIPS:**
   - If in doubt as to whether an incident needs to be reported, report it. There is no such thing as over-reporting!
   - Do not promise confidentiality.
   - Do not attempt resolution on your own.

   In some cases, you may be required to report an incident multiple times if it falls under Title IX, Child Abuse/Neglect, and/or the Clery Act. Reporting under the Clery Act is required for statistical purposes, while Title IX and Child Abuse laws allow action to be taken to protect the victim and prevent future offenses.

**Campus and Community Resources**

**Emergency: Call 911**

**FOR REPORTING**

Reporting Form (preferred method)
www.purdue.edu/sexual_assault

Office of Institutional Equity
equity@purdue.edu
765-494-7253

Title IX Coordinator
titleIX@purdue.edu
765-494-5830

Office of the Dean of Students
765-494-1747

**Key Contacts**

Purdue University’s Title IX Coordinator
Alysa Christmas Rollock
Vice President For Ethics and Compliance
Ernest C. Young Hall, Room 1029
155 S. Grant St.
titleIX@purdue.edu
765-494-5830

Deputy Title IX Coordinators
Cathy Wright-Eger, Intercollegiate Athletics
cwright-eger@purdue.edu
765-494-1294

Barbara J. Fraze, Residential Life
bjfraze@purdue.edu
765-494-1000

James Hintz, Dean of Students
jimhintz@purdue.edu
765-494-1239

Pam Nesbitt, Human Resources
pnesbitt@purdue.edu
765-494-1185

**Law Enforcement**

Sexual assault should be reported to the agency with jurisdiction over the area where the assault occurred; however, if you call any of the following, they should be able to direct you to the appropriate department.

Purdue University Police Department
765-494-8221
www.purdue.edu/police
**RESOURCES CONTINUED**

**West Lafayette Police Department**
765-775-5200
www.westlafayettedpd.us

**Tippecanoe County Sheriff’s Department**
765-423-9388
www.tippecanoe.in.gov/sheriff

**Lafayette Police Department**
765-807-1200
www.lafayette.in.gov/police

**MEDICAL SERVICES**

Medical services are available at all of these facilities. However, certified Sexual Assault Nurse Examiners are on staff only at PUSH and St. Elizabeth Hospital.

**Purdue University Student Health Center (PUSH)**

PUSH provides prophylactic antibiotics, emergency contraception, sexual assault examinations and evidence collection. Sexual assault services are provided at no cost to students. PUSH has certified Sexual Assault Nurse Examiners on the staff.

601 Stadium Mall Drive
Women’s Clinic: 765-494-1700
Extended Care: 765-494-1724
www.purdue.edu/push

**St. Elizabeth Hospital-Central**
1501 Hartford St.
765-423-6011
www.franciscanalliance.org/hospitals/lafayettecentral

**St. Elizabeth Hospital-East**
1701 S. Creasy Lane
765-502-4000
www.franciscanalliance.org/hospitals/lafayetteeast

**IU Health Arnett Hospital**

Certified Sexual Assault Nurse Examiners are not on the staff at this facility.

5165 McCarty Lane
765-448-8000
http://iuhealth.org/arnett

**SUPPORT SERVICES**

**Purdue Crisis Line**
24 hours a day, seven days a week
765-495-HELP (4357)

**Student Assistance Center On-Call Team**

This 15-member on-call team (OOT) is prepared to assist students in times of crisis; that includes in the aftermath of a sexual assault. Although you cannot contact the OOT directly, the Purdue Police Department, St. Elizabeth Hospital and the Lafayette Crisis Center can contact the OOT on your behalf, and only at your request.

www.purdue.edu/odos/services/oot.php

**Counseling and Psychological Services (CAPS)**

Students have access to CAPS counseling services. An on-call therapist is available during regular business hours.

601 Stadium Mall Drive (in PUSH)
765-494-6995
www.purdue.edu/caps

**Student Assistance Center**

Assistance includes coordination of services, absence notifications, support during a law-enforcement process, housing assistance, assistance with switching classes and no-contact directives.

Schleman Hall, Room 207
765-494-1747
www.purdue.edu/odos/sac

**ADDITIONAL INFORMATION**

**University Title IX website**
www.purdue.edu/titleix

**Clery Act Compliance Guide for CSAs**
www.purdue.edu/cleryact

**Sexual Assault Awareness website**
www.purdue.edu/sexual_assault

**Other resources**
www.purdue.edu/ethics/help

**Lafayette Crisis Center**

Crisis support, rape support group and victim advocate services are available. The Lafayette Crisis Center can send a trained advocate to be with a survivor at the police department or in the emergency room. Upon request, staff at the center can also make the Office of the Dean of Students at Purdue aware of the assault in preparation for giving a student the support needed on campus.

1244 N. 15th St., Lafayette
765-742-0244
877-419-1632 (toll free)

www.lafayettecrisiscenter.org

**YWCA of Greater Lafayette Domestic Violence Intervention and Prevention Hotline**

This is a domestic violence intervention and prevention program with victim support and advocate services.

765-423-1118 (accepts collect calls)
888-345-1118 (toll free)

www.lafayettecrisiscenter.org

**Victim Services–Tippecanoe County Prosecutor**

Support for victims through the judicial process, including protective orders.

765-423-9305
877-749-9111 (toll free)