

The background of the entire page is a photograph of a large, classical-style university building. On the left, a prominent brick clock tower rises, featuring two large clock faces and a small arched window. The main building has a portico supported by several tall, white, fluted columns. The facade is a mix of red brick and white stone or plaster. The sky is a clear, bright blue with a few wispy clouds. The overall tone is professional and academic.

# **Central Connecticut State University**

## **Title IX Incident Reporting Procedures for Faculty & Staff**

# DEFINITIONS

## Title IX

Title IX of the Educational Amendments of 1972 is a federal law that prohibits any person in the United States from being discriminated against on the basis of sex in seeking access to any educational program or activity receiving federal financial assistance. Title IX declares sexual harassment as a form of discrimination and requires educational institutions to respond promptly and effectively to reports of sexual misconduct that occur within the institution's education program or activity. Sexual misconduct can take many forms, including sexual harassment, sexual assault, intimate partner violence, stalking, along with other forms of sex- or gender-based misconduct and/or discrimination.

### Consent

Consent must be affirmed and given freely, willingly, and knowingly of each participant to desired sexual involvement. Consent is a mutually affirmative, conscious decision- indicated clearly by words or actions-to engage in mutually accepted sexual contact. Consent may be revoked at any time during the sexual activity by any person engaged in the activity.

### Sexual Harrassment

A form of sexual misconduct; which can include any unwelcome sexual advances, requests for sexual favors, or any conduct of a sexual nature when submission to such conduct is made either explicitly or implicitly a term or condition of an individual's education or employment; submission to or rejection of such conduct by an individual is used as a basis for academic or employment decisions affecting the individual; or such conduct has the purpose or effect of substantially interfering with an individual's academic or work performance or creating an intimidating, hostile or offensive educational or employment environment.

### Sexual Assault

Sexual assault is a crime that will not be tolerated at Central Connecticut State University. It includes, but is not limited to, a sexual act directed against another person without the consent (as defined in the Board of Regent's Sexual Misconduct Policy) of the other person or when that person is not capable of giving such consent. Examples include: rape, attempted rape, and/or intentional touching of a person's body for sexual gratification without their consent.

### Sexual Exploitation

Occurs when a person takes non-consensual or abusive sexual advantage of another for anyone's advantage or benefit other than the person being exploited, and that behavior does not otherwise constitute one of the preceding sexual misconduct offenses. Examples include: prostituting another person, non-consensual visual or audio-recording or sexual activity, non-consensual distribution of photos, other images, or information of an individual's sexual activity.

### Intimate Partner/Domestic Violence

Includes any physical or sexual harm against an individual by a current or former spouse of or person in a dating or cohabitating relationship which such individual that results from any action by such spouse or such person that may be classified as a sexual assault.

### Stalking

Repeatedly contacting another person when contacting person knows or should know that the contact is unwanted by the other person; and the contact causes the other person reasonable apprehension or imminent physical harm or the contacting person knows or should know that the contact causes substantial impairment of the other person's ability to perform the activities of daily life.

## Retaliation

When a person is subjected to an adverse employment or educational action because he or she made a complaint under this policy or assisted or participated in any manner in an investigation. No institution or person may intimidate, threaten, coerce or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or because the individual has made a report of complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding or hearing related to a report or complaint related to sex discrimination. Examples: Spreading false rumors, transferring an employee/student to a less desirable position, increasing scrutiny of an employee/student, formal or informal reprimand.

*Policy Regarding Sexual Misconduct Reporting, Supportive Measures and Processes Policy.*  
Board of Regents for Higher Education Connecticut State Colleges and Universities, 2020.

## Office for Equity & Inclusion Mission Statement

Central Connecticut State University's Office for Equity & Inclusion (OEI) aims to cultivate a campus environment that is equitable, inclusive, and responsible to enable students, faculty, and staff to achieve their full potential.

OEI works with faculty, staff, and students to develop and maintain a community of inclusion. We act in a transparent manner guided by respect and prompt practices. We also provide training and support on diversity, Title IX, and sexual harassment prevention. OEI is committed to tenets of due process, fairness, quality service, and discretion.

The purpose of the OEI is to build an inclusive community where students, staff, and faculty can participate in a free and respectful exchange of ideas without fear. In establishing this community of understanding, safety, and inclusion, we are preparing students to serve in a diverse world.

Central Connecticut State University is committed to providing a safe and nondiscriminatory employment and educational environment that complies with policies relating to affirmative action, discrimination, and harassment. Sexual harassment, including sexual violence, is a form of sex discrimination prohibited by Title IX of the Education Amendments of 1972. The University does not discriminate based on race, sex, sexual identity, sexual orientation, religious beliefs, age, disability, national origin, marital status, or military/veteran status in its educational, extracurricular, athletic, or other programs or in the context of employment.



# ONCE MADE AWARE OF AN INCIDENT...

- Upon being made aware of a Title IX/Sexual Misconduct incident, your first priority is to ensure the safety and security of the reporting party (ie: medical, mental health, physical security, etc.). In cases of emergency, call 911 or contact campus police at (860) 832-2375.
- When speaking with the reporting party, be sure to explain that you are a mandated reporter. Therefore, their disclosure will be kept private except for the report you are required to submit to the University, which will prompt the mandated outreach by the Title IX Coordinator/Designee.
- If the reporting party wishes to speak with someone immediately during business hours, (between 8 a.m. and 5 p.m.) the Title IX Coordinator can be contacted at (860) 832-1653 or the University Victim Advocate can be contacted at (860) 832-3795.
- If the reporting party does not express an immediate need to speak with someone, be sure to refer the reporting party to the Office for Equity & Inclusion. Inform the reporting party that additional information can be found on the Office for Equity & Inclusion website.
- When speaking with the reporting party, remember, it is not your role to determine if the incident occurred, but to report what has been disclosed to you.
- The Title IX incident reporting form should be submitted online through the Office for Equity & Inclusion website.
- Please be aware that the Title IX Coordinator or Case Manager may reach out to you for follow up questions and/or provide support as needed.

**Note: It is not necessary to complete the report in the presence of the reporting party and it is only necessary for you to enter the information that the reporting party freely disclosed to you (some fields on the report may need to be left blank if you do not know the information.**

# RESOURCE INFORMATION

## ON CAMPUS

### CCSU Police Department

(860) 832-2375  
911 for emergency services



### Office for Equity & Inclusion

Davidson Hall, Room 119  
(860) 832-1653



### Office Of Victim Advocacy

Willard DiLoreto, Rm 305  
(860) 832-3795



### Student Wellness Center

Willard DiLoreto, W101  
(860) 832-1926

### The Ruthe Boyea Women's Center

Student Center, Rm 215  
(860) 832-1655



### LGBTQ Center

Barrows Residence Hall  
(860) 832-2090



### Ombudsperson

Davidson Hall, Room 210  
(860) 832-2216



### Residence Life

Professional live-in staff and Resident Assistants are available\* 24/7 To contact the ResLife staff member on duty, see the contact posted in the main office of each residence hall.

## OFF CAMPUS

### New Britain Police

(860) 826-3000  
911 \*emergency services



### CT Alliance to End Sexual Violence

24 Hour Hotline:  
888.999.5545



### YWCA Sexual Assault Crisis Services

24 Hour Hotline:  
888.999.5545



### Prudence Crandall Center

(888) 774-2900

