



IT'S YOUR DUTY TO REPORT CASES OF SEXUAL DISCRIMINATION

UNOH POLICY

UNOH maintains a policy of zero tolerance for sexual misconduct regardless of the gender, sex, sexual orientation, gender identity, results of genetic testing, race, color, marital status, ethnicity, religion, creed, ancestry, national origin, disability, age, veteran status, service in the military, or other characteristic protected by applicable federal, state, or local laws, of the individuals engaging in sexual activity or other conduct addressed in this Policy.

Zero tolerance means the University will respond to all unwelcome conduct of a sexual nature and will impose serious sanctions on anyone who violates this Policy. The University's response is intended to end harassing or discriminatory conduct, prevent its recurrence, and remedy the effects on the complainant and the community to the extent possible. This Policy prohibits sexual misconduct and other non-consensual activity regardless whether the person accused of engaging in such misconduct is a student, member of the University faculty or staff, or a campus visitor or other third party.

WHAT'S YOUR ROLE?

ALL EMPLOYEES are considered responsible employees EXCEPT employees of the UNOH Counseling Center. As a responsible employee, if you become aware of possible discrimination, you **MUST** promptly inform the University Title IX Coordinator for Students within 48 hours after you, the employee, is notified of the alleged incident. Reporting is required regardless of whether the discrimination involves students, faculty, staff, or visitors to the University. Fulfilling the duty to report does not entitle the reporter to receive a notice of outcome unless the reporter is the alleged victim or respondent.

HOW TO REPORT

You may report in person, by email, or by phone. Responsible employees must identify themselves when reporting an incident to the Title IX Coordinator. Anonymous reporting does not satisfy an employee's duty to report incidents under this policy.

WHAT TO REPORT

Responsible employees making a report of sexual misconduct must report to the UNOH Title IX Coordinator. The report should include any details of the incident within the responsible employee's knowledge, including any information regarding the identity of the complainant and respondent; the nature of the incident; the date, time, and place of the incident; and any other available facts concerning the incident. Responsible employees should not conduct an independent investigation or inquiry into allegations or incidents of sexual misconduct.

SPEAKING WITH VICTIMS/WITNESSES

In speaking with a victim or witness, **you SHOULD NOT promise confidentiality.** Faculty and staff members do not have a special privilege or ability to maintain the confidentiality of reports shared with them. If someone begins to discuss an incident of harassment or discrimination, you might want to say something like the following:

I appreciate your willingness to share this information with me. Please know that I am here to help in any way that I can. If you would like to seek assistance from the University, I will help you connect with the Title IX Coordinator, so they can advise you of rights and resources related to this matter. It is important you understand that while your privacy is important, I cannot promise to keep what you share with me confidential. If you are still comfortable speaking with me, I am here to listen. If not, please let me help you connect with the University's confidential resource at the Counseling Center (419-998-8456). Above all, please know that the University takes this matter seriously and wants to help.