The University is committed to protecting community safety and supporting individuals impacted by sexual assault, intimate partner violence and stalking. Under UConn’s Policy Against Discrimination, Harassment, and Related Interpersonal Violence, all employees who witness or receive a disclosure of sexual violence, relationship violence or stalking involving students must immediately report to the Office of Institutional Equity (OIE). This allows the University to offer a range of resources and options to impacted students. Employees who are empowered by law to maintain confidentiality within Student Health and Wellness are exempted from reporting, as well as employees classified as Exempt Employees. Exceptions also exist for disclosures made during public speak-out events and in connection with course assignments submitted to instructors.

**DEFINITIONS**

**Responsible Employee**
Any employee who is not a confidential employee. Responsible Employees are required to immediately report to OIE all relevant details (obtained directly or indirectly) about an incident of sexual assault, intimate partner violence, and/or stalking that involve a UConn student. Reporting is required when the Responsible Employee knows or should have known of such incident.

**Confidential Employee**
Any employee who is entitled under state law to have privileged communications. Some Student Health and Wellness staff fall within that exemption.

**Exempt Employee**
Exempt employees are not required to report information to the University with some narrow exceptions. Exempt Employees will only report the information shared with them to the University if the student requests that the information be shared (unless someone is in imminent risk of serious harm or a minor). Exempt employees include staff in the Cultural Centers and the Ombuds Office.

**Campus Security Authority (CSA)**
Faculty and staff members who have the responsibility to report any incident of sexual violence, hate crimes, and Group A Offenses to the UConn Police Department. CSAs generally include individuals with significant responsibility for campus security or student and campus activities.

To report an incident or to learn more about the UConn Police Department, visit publicsafety.uconn.edu/police or call the Clery Compliance office at 860.486.4800.

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**What to do**

- Listen without judgment and offer your support. “I’m sorry that this happened. I appreciated your telling me and would like to help. Is there anything I can do that would be most helpful to you right now?”

- Inform the student early in your conversation that while your conversation will be private, it will not be confidential, given your status as a Responsible Employee. The University takes these matters very seriously and after your conversation, you will be calling an office that can help, the Office of Institutional Equity (OIE). If you are a Campus Security Authority (CSA), you also will be calling UConn Police. The person disclosing will have choices after that about whether to talk with OIE or Police or engage with any other offices — that will be their decision.

- Address any medical concerns. Inform the student of the importance of preserving evidence. A student does not need to make a report or press charges to receive medical care.

- Strongly encourage the student to report directly to both police and OIE themselves.

- Connect the student to resources (see reverse), including titleix.uconn.edu. “There are a number of places on and off campus that can provide you with help, information and support. Detailed information is contained online at titleix.uconn.edu. Available resources include counseling, or discussing the need for adjustments to course, work or living situations.”

- Report the information to OIE. “I know this was hard to share with me. I am now going to make a report to the Office of Institutional Equity, an office that can help. I can make the call or you can, while I sit with you. The University will reach out to you to offer assistance and options.”

**What NOT to do**

- Do NOT promise confidentiality. You are not able to keep information confidential, and you should never promise confidentiality. You should instead offer privacy and discretion.

- Do NOT tell the student that because they asked you not to tell anyone or report the incident to the institution, you will not. As a Responsible Employee, you are obligated to report the incident to OIE.

- Do NOT offer or attempt to investigate the information shared with you or mediate the situation between the people involved.
Offices to Contact
Contact OIE at 860.486.2943 as soon as possible to make a report (within 24 hours of receiving a disclosure).

Call 911 Immediately If You Witness a Criminal Event or You Believe There Is an Immediate Threat to the Campus Community or the Safety of Any Person.

In addition, bear in mind that employees who are Campus Security Authorities (CSAs) also have a duty to report crimes to the UConn Police Department in addition to reporting to OIE. Please visit clery.uconn.edu for more information.

What Happens Next?
OIE, Community Standards and/or other appropriate University offices will assist the student with any immediate concerns, such as safety and housing or classroom arrangements, connect the student to on and off-campus resources, and determine the appropriate investigatory action in response to the report.

Reporting Sexual Harassment
All university community members are strongly encouraged to report all incidents of sexual harassment to OIE. Deans, Directors, Department Heads and Supervisors MUST report incidents of sexual harassment involving employees to OIE.

Sexual harassment is any unwelcome conduct of a sexual nature. It can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Sexual harassment also may include inappropriate touching, suggestive comments and public display of pornographic or suggestive calendars, posters, or signs where such images are not connected to any academic purpose. All forms of sexual and sex-based harassment and discrimination are considered serious offenses by the University. For additional information, please see titleix.uconn.edu or call OIE at 860-486-2943.

Avery Point Campus Confidential Support Resources
Avery Point Case Manager
860.405.9044
Branford House, Room 315
Walk-in hours and by appointment

Avery Point Campus Support Resources
Student Services Office
860.405.9024
Branford House, Room 306
8:30 a.m. – 4:30 p.m., Monday – Friday

Campus Police
860.486.4800

Storrs Campus Support Resources
Dean of Students Office
860.486.3426; dos@uconn.edu
8:00 a.m. – 4:30 p.m., Monday – Friday
Wilbur Cross Building, 2nd Floor
233 Glenbrook Road, Storrs

Women's Center (Exempt Resource)
860-486-4738; womenscenter.uconn.edu
8:00 a.m. – 5:00 p.m., Monday – Friday
2110 Hillside Road, Storrs

Confidential Advocacy (Off-Campus)
Connecticut Alliance to End Sexual Violence
Statewide Hotline: 1.888.999.5545 (24/7) Spanish Hotline: 1.888.568.8332 (24/7)

Connecticut Coalition Against Domestic Violence
Statewide Hotline: 1.888.774.2900 (24/7)
Spanish Hotline: 1.844.831.9200 (24/7)

Additional information and resources can be found online at: titleix.uconn.edu

The University of Connecticut complies with all applicable federal and state laws regarding non-discrimination, equal opportunity, and affirmative action; does not discriminate on the basis of race, color, national origin, disability, sex, age, or other legally protected characteristic in its programs and activities, and supports all state and federal laws that promote equal opportunity and prohibit discrimination, including the provision of reasonable accommodations for persons with disabilities. If you require an accommodation or for questions related to the University’s non-discrimination policies, please contact Title IX Coordinator, Office of Institutional Equity, 141 Glenbrook Road, 4th Floor, Storrs, CT 06269; Phone: 860.486.2964, equalopportunity@uconn.edu (non-discrimination policies); ADA Case Manager, Department of Human Resources, 9 Wife Rd, Unit 5075, Storrs, CT 06269; Phone: 860.486.5000, hr@uconn.edu (accommodation requests).