



OCRTIX – Required Annual Training

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The Office of Civil Rights & Title IX (OCRTIX) is responsible for offering annual training to the campus community. The goals of the training are to:

- Communicate policies and processes related to sexual harassment,
- Provide definitions and examples of various forms of sexual harassment,
- Provide a definition for consent,
- Provide options regarding evidence preservation,
- Explore information and options for risk reduction strategies,
- Explore options for bystander intervention,
- Define various protected classes,
- Establish an understanding of mandatory reporters,
- Provide options for reporting,
- Inform users of how The University of Kansas responds to sexual harassment,
- Assist mandatory reporters in receiving sensitive information well, and
- Provide an overview of hazing and reporting requirements.

The training is meant to be comprehensive in nature, and applied to one's role here at The University of Kansas.

OCRTIX recognizes the collaboration from campus partners in developing the following content. Specifically, the Sexual Assault Prevention & Education Center (SAPEC) contributed to the development of content related to bystander intervention, evidence preservation, and more.

Some of the content in this course may be challenging and evoke strong emotions. Most content involves the topic of sexual harassment. Please engage as you can, take breaks, and come back as you can. If you are unable to complete the training in this format, please email civilrights@ku.edu to explore alternative options and/or for referrals to resources.

To start, simply click "Getting Started" and work your way through the course.

When selecting a link to additional information, the content will open in a new window. You may also experience the training minimizing. To go back to the training, hover over the browser icon that you are using and select the window with the training to continue.

☰ Getting Started

☰ Policies and Processes

☰ Definitions of Sexual Harassment & Evidence Preservation

☰ Consent

☰ Risk Prevention and Harm Reduction

☰ Bystander Intervention

☰ Definitions of Protected Classes

☰ Mandatory Reporters

☰ Reporting

☰ Responding to Reports of Sexual Harassment

☰ How to Receive Information

☰ Hazing



Resources



Quiz



Quiz Review

Getting Started

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Content Warning

Some of the content in this course may be challenging and evoke strong emotions.

Most content involves the topic of sexual harassment.

Please engage as you can, take breaks, and come back as you can. If you are unable to complete the training in this format, please email civilrights@ku.edu to explore alternative options.

A slide with a graphic of 3 buses on Jayhawk Boulevard with a fountain in the foreground. Slide has KU branding and text reading "Content warning -Some of the content in this course may be challenging and evoke strong emotions. Most content involves the topic of sexual harassment. Please engage as you can, take breaks, and come back as you can. If you are unable to complete the training in this format, please email civilrights@ku.edu to explore alternative options".

1:15 1x

Importance of Training Completion

Have you ever had an employee disclose an experience of harassment and not known what to do? Has a student written about an experience of sexual harassment as part of an assignment? Are rumors spreading within a unit about a problematic situation, and you need guidance? Are you concerned someone might be experiencing hazing?


Through completing this course, you should leave with an understanding on how to respond when you receive concerning information as an employee here at The University of Kansas. You'll also be able to explain highlights of KU's harassment and discrimination processes.

In addition to the training providing useful information, it also ensures compliance with both Title IX and the Violence Against Women Act (VAWA). All employees are required to complete training annually in order to be in compliance with KU policies and federal law.

The Office of Civil Right & Title IX's intention is to help make The University of Kansas a safer place to learn and work for everyone.

We appreciate the attention and engagement, and welcome follow-up conversations as helpful.



 If at any time during the training you would like the content read to you, select the arrow on the play bar at the top of each slide and throughout the modules.

To move to the next slide, select the "continue" button at the bottom of the slide. If you do not see the "continue"

button, scroll down using the scroll bar on the right.

CONTINUE

Policies and Processes



The University of Kansas Prohibits Sexual Harassment

and discrimination based on protected classes. The University of Kansas takes discrimination and sexual harassment seriously.

Developed in partnership with the Sexual Assault Prevention and Education Center (SAPEC)



Students on Jayhawk Blvd.

Prevalence of Sexual Assault and Misconduct per the 2020 Association of American Universities (AAU) climate survey.

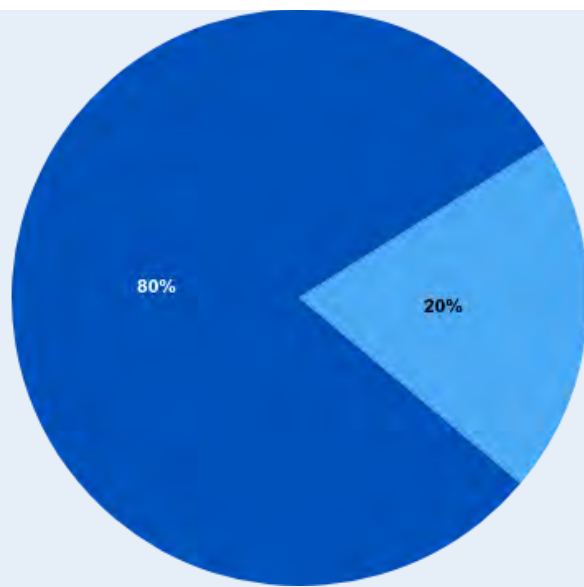
Various research has indicated there is a high prevalence of sexual assault and misconduct across universities. The AAU climate survey is one of these reports. To access the report for AAU affiliated institutions, including The University of Kansas, [visit this link](#).



Sunflower field in bloom with KU branding including the Faux Seal that reads parts of the KU Alma Mater.

0:41 1x

Prevalence of Sexual Assault and Misconduct at KU as extrapolated from the revised 2020 AAU climate survey



- Students not experiencing harm
- Students experiencing harm

Due to the prevalence and importance of this topic, The University has policies and processes in place to establish mandatory reporters, as well as in an attempt to stop, prevent, and remedy instances of discrimination and sexual harassment.

Review the policies below, and follow the links for more information.





Search the University of Kansas Policy Library, the official archive for policy.

Screenshot of the KU Policy Library website. Image of the KU Lawrence campus skyline. Image Reads, 'Policy Library. Search The University of Kansas Policy Library, the official archive for policy'.

Policy Library

OCRTIX is responsible for various policies and processes for The University. [Click here](#) to view all relevant OCRTIX policies and procedures.

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Mandatory Reporting

This policy establishes all employees as mandatory reporters. The policy also includes exceptions to mandatory reporting in the designation of confidential employees (often employees that have privileged or protected communication with clients/patients). Be sure to review the policy if you question your mandatory reporting obligations.

Mandatory reporters (including undergraduate, graduate, faculty, staff, etc.) are obligated to report instances of potential harassment, discrimination, sexual harassment, and related retaliation to The Office of Civil Rights & Title IX.

Mandatory reporters are integral in OCRTIX office being able to address instances of discrimination and harassment.

[Click here to view the mandatory reporting policy.](#)



Sexual Harassment Policy

This policy establishes the prohibition of sexual harassment (inclusive of sexual assault, domestic violence, dating violence, quid pro quo, hostile environment, and stalking), as well as provides definitions of the various forms of sexual harassment.

[Click here](#) to view the Sexual Harassment policy.



Title IX Resolution Process

When OCRTIX receives reports pertaining to Title IX, The University has a process for resolving that report.

[Click here](#) for the full process.

Some highlights of that process are:

- OCRTIX process provides for a fair, prompt, and impartial process that is conducted by people who have received training annually.
- Both parties are permitted to have an advisor present throughout the process.

- Both parties will be informed of the outcome of any investigation, hearing, and/or appeal, as well as options available to appeal those decisions.
- Everyone involved is protected against retaliation.
- Both parties are given equal access to resources, support measures, and due process.
- OCRTIX investigators are neutral fact finders, not decision makers.

Hearing Procedures for Complaints of Sexual Harassment

If a Title IX report involving sexual harassment or sexual violence moves through to an investigation, after the investigation is complete, there will be a hearing. [Click here](#) to learn more about this procedure.



Nondiscrimination, Harassment, and Equal Opportunity

This policy outlines The University's policies on nondiscrimination, harassment, and equal opportunity. Informed by various federal laws, The University of Kansas prohibits discriminatory and harassing behaviors.

[Click here for the full policy.](#)



Discrimination Complaint Resolution Process

This process outlines The University's structure for responding to reports of potential discrimination and harassment based on a protected class (identity).

[Click here for the full policy.](#)



Practice!

Now that you've reviewed applicable OCRTIX policies and procedures, practice matching the policy/process to the definition.



Move the left tabs to match to the correct definitions on the right.

<div><div></div><div>Sexual Harassment Policy</div></div>	<div>Requires employees to notify OCRTIX of potential harassment, discrimination, or Sexual Misconduct.</div>
<div><div></div><div>Hearing Procedures for Sexual Harassment</div></div>	<div>Prohibits discrimination based on various identities, informed by federal legislation.</div>
<div><div></div><div>Mandatory Reporters</div></div>	<div>Process for resolving reports pertaining sexual harassment occurring on campus.</div>
<div><div></div><div>Title IX Resolution Process</div></div>	<div>Process for resolving reports pertaining to discrimination</div>



Nondiscrimination, Harassment, and Equal Opportunity

The end result of a sexual harassment investigation results in a hearing.



Discrimination Complaint Resolution Process

Provides definitions of various forms of Sexual Harassment.

SUBMIT



Complete the content above before moving on.

Definitions of Sexual Harassment & Evidence Preservation



Sexual Harassment

Sexual Harassment is an umbrella term for various conduct on the basis of sex that constitutes Quid Pro Quo Sexual Harassment, Hostile Environment Sexual Harassment, Sexual Assault, Domestic Violence, Dating Violence, or Stalking.

- These definitions are taken from the sexual harassment policy. For more, [click here](#).
- Flip each card for their definition here at The University of Kansas.



Quid Pro Quo

Is an employee of the University conditioning the provision of an aid, benefit, or service of the University on an individual's participation in unwelcome sexual contact.

Hostile Environment

Unwelcome conduct (including physical, visual, audible, and electronic conduct) that effectively denies a person access to the University's education programs and activities per Title IX.

Sexual Assault

Sexual Assault includes:

- Penetration or attempted penetration, no matter how slight, of the vagina or anus by the sexual organ of the other person, without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity

Domestic Violence

Is felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is co-habiting with or has co-habited with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of Kansas, or by any

Dating Violence

Is violence committed by a person:

1. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
2. Where the existence of such a relationship will be determined based on a consideration of the following factors: (a) the length of the relationship; (b) the type of the relationship; and (c) the

Stalking

Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

1. Fear for their safety or the safety of others, or
2. Suffer substantial emotional distress



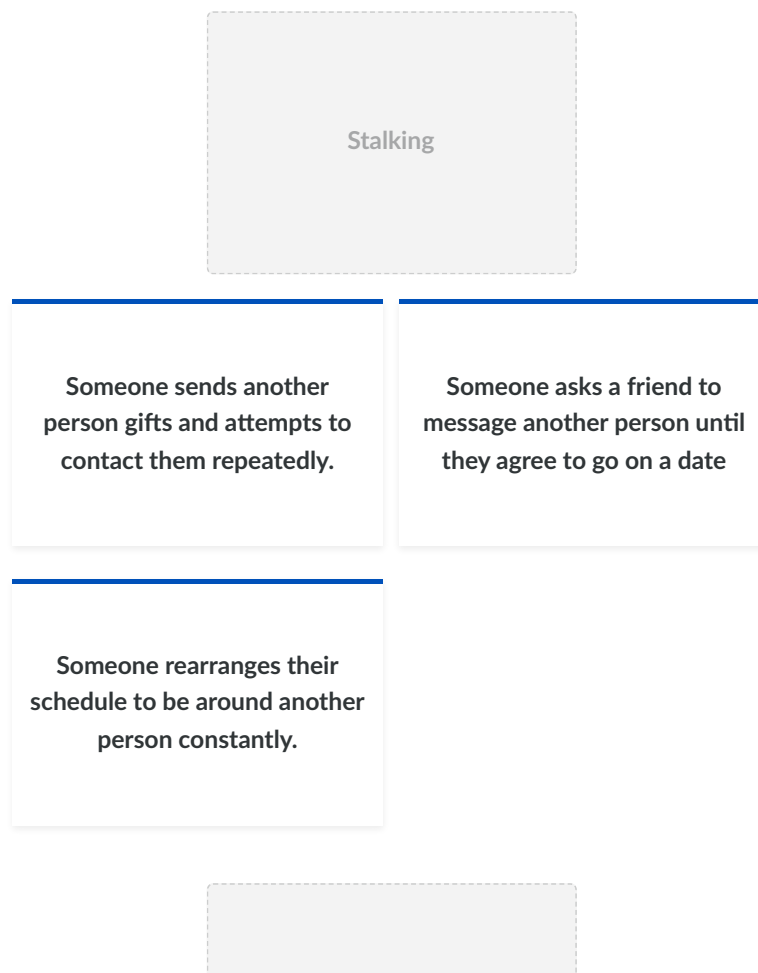
Complete the content above before moving on.

Most Frequent Reports

While OCRTIX receives reports pertaining to all forms of sexual harassment, the most frequent reports pertain to hostile environment and stalking. These forms of sexual harassment can sometimes be challenging to identify.

Engage in the activity below to practice identifying potentially concerning behavior. Note, it's okay if you don't categorize them the same way we do. What is important is you can recognize this as concerning behavior and report it to OCRTIX.

A summary of answers is provided after the interactive activity.



Hostile Environment

Someone greets people with "hun" or "sweetheart" often.

Someone touches people's shoulder, knee, back, or gives hugs without consent.

Someone tells jokes of a sexual nature repeatedly.

Summary of answers from the above interactive activity.

Stalking:

Someone sends another person gifts and attempts to contact them repeatedly.

Someone asks a friend to message another person until they agree to go on a date.

Someone rearranges their schedule to be around another person constantly.

Hostile Environment:

Someone greets people with "hun" or "sweetheart" often.

Someone touches people's shoulder, knee, back, or gives hugs without consent.

Someone tells jokes of a sexual nature repeatedly.



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Evidence Preservation

Developed in partnership with the Sexual Assault Prevention and Education Center (SAPEC)

When instances of sexual harassment occur, sometimes physical evidence exists. As someone considers their options after an assault, preserving any remaining evidence can be an option.



Kansas wheat fields in the setting sun.

When evidence has been appropriately collected and preserved, it may:

- Maintain future decision making options.
- Assist with identifying the perpetrator.
- Assist with holding the perpetrator accountable.

If someone decides they would like evidence preserved, here are some best practices to maintain the most evidence possible:

- Avoid showering, laundering clothing/bedding, or using the bathroom.

- Seek a Sexual Assault Forensic Exam (SAFE) at a hospital as soon as possible and within 120 hours/5 days.
- Photograph any physical marks.
- Consider reporting to police. Note: one does not need to report to police in order to have evidence collected.



Pink flowers with bee.



Support Measures

If someone experiences an instance of sexual harassment or discrimination and needs University support to continue to engage in their studies or work, OCRTIX offers support measures. Support measures are non-punitive ways to address the situation. In instances of sexual harassment, the following support measures may be appropriate:

- Providing referrals to on or off campus resources for students or employees.
- Exploring mutual No Contact Agreements.
- Exploring changes in course schedules or living environments.
- Assisting with documentation for a medical withdraw or leave of absence.

For more on support measures, be sure to review the lesson on how OCRTIX manages reports.

CONTINUE

Consent



A beginning point.

Consent is an important topic. This section will not be able to cover all aspects of consent, and will only be an introduction. Keep this in mind as you explore the topic related to how The University defines and applies consent.

Definition of Consent

Overall, "consent" means permission. Especially before engaging in sexual acts, consent is imperative. Here at The University of Kansas, consent is defined as being:

- Communicated
- Ongoing
- Mutual

This means consent is gained through **words or actions** that show an **active, knowing, and voluntary** agreement to engage in mutually agreed-upon sexual activity.

It is the responsibility of the initiator to get consent. —

If someone wants to engage in sexual activity, it is important to discuss consent and the scope of the sexual behavior. If consent is not present, sexual activity should not occur.

Consent must be voluntary. —

It cannot be gained by force, ignoring or acting without regard to the objections of another, or taking advantage of the incapacitation of another. Incapacitation can include use of alcohol or drugs, in addition to being asleep.

Consent can also be revoked at any time.

Consent to one act does not constitute consent to another. —

Consent needs to be gained prior to engaging in each kind of sexual act. For example, consent to kiss does not imply consent to have sex.

Consent to a prior occasion does not constitute consent on another occasion. —

Consent needs to be gained each time there is sexual activity. Receiving consent on one day does not mean consent is given on another day.

Silence, lack of resistance, or failure to say "no" does not imply consent. —

Consent needs to be clearly communicated.



Complete the content above before moving on.



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Hands holding a leaf in a field in Kansas.

Communication is important in understanding consent. Because of that, we offer some strategies as it relates to communication and sexual acts.

- Communicate any questions, intentions, boundaries, and more.

- Make sure the way you're communicating is clearly understood by the other person.
- Don't take actions without a clear understanding of your and the other person's consent.
- Have proactive conversations about what is "on" and "off" limits.
- If you do not have a clear "yes" to engage in an act, you should not engage in it.
- Ask as many questions as needed to engage in fully consensual acts. If you question it, don't do it.
- Alcohol and drugs can limit one's ability to communicate effectively. If individuals choose to engage with alcohol or drugs they may need to communicate even more in an attempt to establish consent. Having consumed alcohol or drugs does not excuse or justify sexual misconduct.



Consenting Relationships Policy

On the Lawrence and Edwards campuses, there is a Consenting Relationships policy. This policy exists to "...address situations in which two persons have an apparently voluntary romantic or sexual relationship, but where a power differential exists because of their roles within The University, e.g., faculty/student or supervisor/employee."

[Click here](#) to view the Consenting Relationships Policy.

Campus Resources on Consent

Because consent is such an important topic, The University of Kansas has various resources focused on the topics of healthy relationships, consent, and supporting people affected by violence.

Resources include:

Sexual Assault Prevention & Education Center

SAPEC engages in comprehensive education and programming pertaining to preventing sexual violence. This includes information and presentations on consent, active bystanders, and more.

SAPEC

CARE Services

CARE services provides direct support for students affected by sexual violence, disrespect, relationship harm, dating violence, and/or stalking.

CARE SERVICES

Health Education Resource Office

HERO offers programming, presentations, and events focused on a variety of health related topics. Relevant to the topic of consent, you can find Sexual Health and Healthy Relationship topics.

HERO

Employee Assistance Program

KU employees have access to the Employee Assistance Program. This includes counseling, legal

advice, health coaching, and more.

EAP

Policies about Consent

The KU Policy library holds various policies and procedures pertaining to consent. Visit these to learn more.

POLICIES

CONTINUE

Risk Prevention and Harm Reduction




Risk Prevention and Harm Reduction

Developed in partnership with the Sexual Assault Prevention and Education Center (SAPEC)

When we think about our day-to-day lives, we likely engage in risk prevention and harm reduction strategies everyday. We may choose to lock our house and vehicle doors in an attempt to prevent theft. We may choose to put on our seatbelts while driving in an attempt to reduce injuries if an accident occurs. We use potholders when taking a hot baking sheet out of the oven to prevent and reduce burns. Decisions around risk prevention and harm reduction are a part of our everyday lives.

Although a very different topic, we also have the ability to decide if we engage in risk prevention and harm reduction strategies pertaining to the topic of sexual harassment.

 Violence of any kind is never the victim's fault. The following strategies provide people with options to reduce the risk of perpetuating or being the subject of harassment, if they choose to engage in risk reduction strategies.



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Risk Prevention and Harm Reduction Strategies

RISK PREVENTION

HARM REDUCTION

Risk prevention is the name for behaviors individuals can choose to engage in that may reduce the risk of perpetrating or experiencing harm.

Note, violence of any kind is never the fault of the person experiencing violence.

- Know the facts around sexual harassment. Being well informed and having a credible understanding of the topic can help people stay safe.
- Respect the personal space of others (as well as your own boundaries). Always get consent before engaging in sexual activity.
- Pause and reflect before sharing overly personal details, making jokes, or touching someone.
- Stay aware of the surroundings.
- Utilize various security escort services through local law enforcement.

Through engaging in risk reduction strategies, you may be able to recognize concerning behaviors quicker, and work to intervene to prevent or reduce harm to yourself or others.



RISK PREVENTION

HARM REDUCTION

Harm reduction is the name for behaviors individuals can choose to engage in that may reduce the harm of violence when a concerning behavior has already occurred.

Note, violence of any kind is never the fault of the person experiencing violence. Additionally, when people experience violence, sometimes their brains and bodies do not allow for them to take action. If harm occurs and someone cannot interrupt the situation, it's not their fault.

Some strategies:

- If someone appears to be uncomfortable with an interaction, stop. End the interaction and check in another day.
- If you question someone's willingness to be engaging with you, stop. End the interaction and check in another day.
- Communicate a need to stop the interaction (example: a need to use the bathroom).

- Engage in self-defense strategies.
- Consider reporting the incident.

Through engaging in harm reduction strategies, you may be able to interrupt or minimize the effects of an assault.



Complete the content above before moving on.



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Risk Prevention and Harm Reduction Strategies

Visit the following sites for additional guidance on engaging with risk prevention and harm reduction strategies pertaining to sexual harassment.

Office of Civil Rights and Title IX

OCRTIX

Rape, Abuse, & Incest National Network

RAINN

National Academies on Sciences, Engineering, and Medicine

NASEM ARTICLE

CONTINUE

Bystander Intervention



Taking Action

Developed in partnership with the Sexual Assault Prevention and Education Center (SAPEC)

When we recognize the rates of sexual violence (1 in 5 students per the AAU study) and KU's commitment to address sexual violence, we all have a responsibility to intervene. Taking action when we recognize something is concerning may:

- Reduce violence and harm.
- Promote safety and well-being.
- Change social norms.
- Empower the community.
- Create supportive environments.



Big Jay and Baby Jay on campus with KU branding.

The Sexual Assault Prevention & Education Center (SAPEC)

has developed an evidence based training called Jayhawks Give a Flock for all incoming students on the Lawrence campus.

The program provides participants with skills and tools to identify behavior that puts others at risk for violence, victimization, or perpetration. Students participating in this program will gain the knowledge and skills to take action when they see behaviors that put others at risk for sexual assault. These skills include intervening in situations where others may be at risk of harm, speaking out against rape myths and sexist language, and supporting survivors of sexual violence. For more information on Jayhawks Give a Flock, [click here](#).



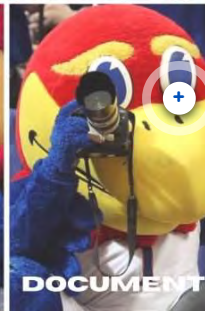
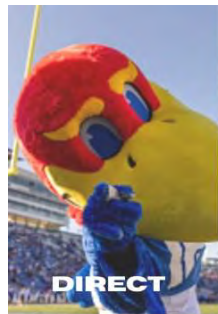
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4Ds - Direct, Delegate, Distract & Document

As part of the program, SAPEC has developed the following content on the 4 Ds of intervention. Click the markers on each photo to learn more about each strategy.





Direct

Direct - Talk to someone directly, in the moment, to prevent a problematic situation from happening, or to interrupt one from continuing.

Examples can include:

- Naming the concerning behavior to the offender.
- Creating a space or timeout.
- Checking in regularly with the potential victim or offender.
- Giving options on how to end the interaction.

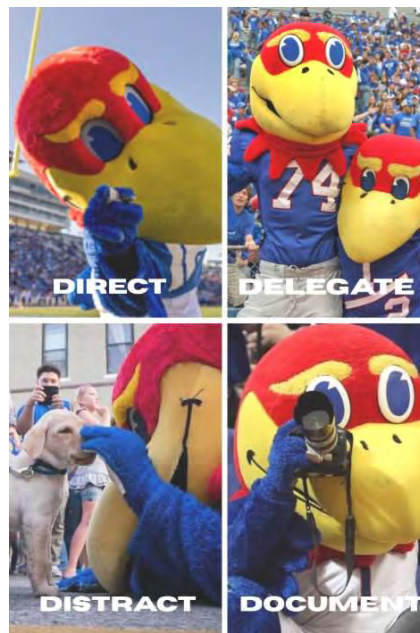


Delegate

Asking for help from another individual/s and developing a plan where some or all play a role in intervening.

This can include:

- Find friends to intervene together.
- Alert a friend of the potential victim and assist in intervening.
- Seek someone you don't know, but who is authorized to represent others to address issues.

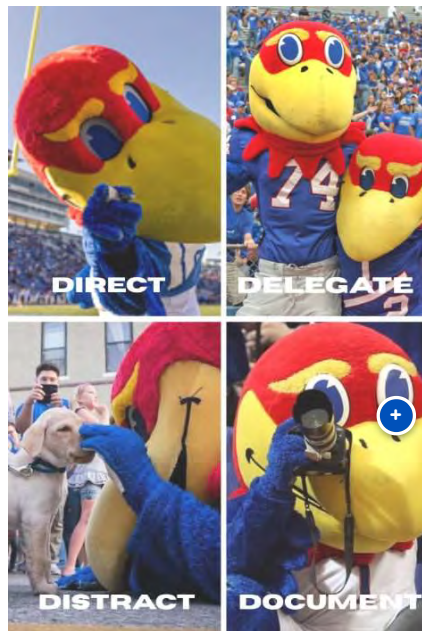


Distract

Interrupting the situation without directly confronting the offender by creating a distraction.

This can include:

- Establishing a relationship with someone.
- Making something up that you need assistance with.
- Suggesting an alternative activity.



Document

Document with the purpose of supporting the survivor or calling in the offender.

This can include:

- Taking notes on your phone.
- Video recording.
- Screenshots.

Remember that document is an action to take in addition to another strategy to interrupt the situation.

When determining which strategy to use to intervene, consider:

- What strategy is the safest for you individually. This may change based on the situation.
- What strategy will de-escalate and resolve the situation the best.
- What strategy are you most comfortable with.

Remember you can utilize multiple strategies to address any situation.

To supplement Jayhawks Give a Flock and provide resources for employees, SAPEC also offers a program called "Leading the Flock".

Here at KU we are building a consent culture that includes EVERYONE. "Leading The Flock" is our bystander intervention training for all employees that complements our undergraduate training for students, "Jayhawks Give A Flock". Faculty and staff will learn about recognizing sexual misconduct, navigating barriers to intervention, and develop safer intervention strategies. Leading The Flock is an engaging and dynamic conversation that will not only help you protect our community, but also help you to build YOUR flock here at KU.

[Click here to learn more.](#)



Complete the content above before moving on.



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Bystander Intervention Strategies

Various national organizations focused on eliminating sexual violence provide options and guidance for bystander intervention. Visit the organizations below for more information.

Rape, Abuse, & Incest National Network

RAINN

National Sexual Violence Resource Center

NSVRC

CONTINUE

Definitions of Protected Classes



Mandatory Reporting

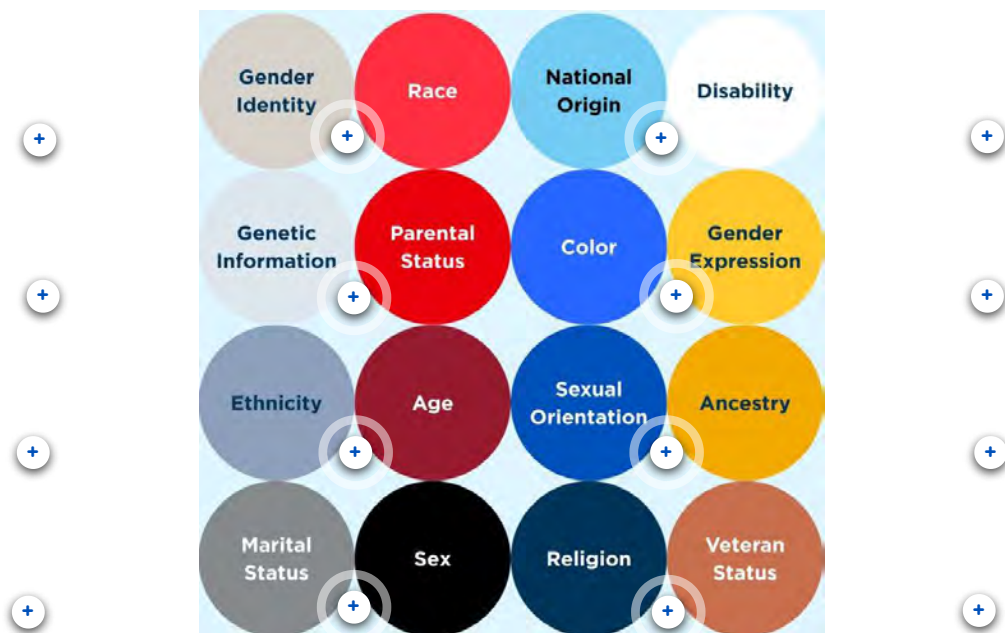
As a mandatory reporter, in addition to being required to report potential instances of sexual harassment, you are also obligated to report potential harassment and discrimination based on identities to OCRTIX.

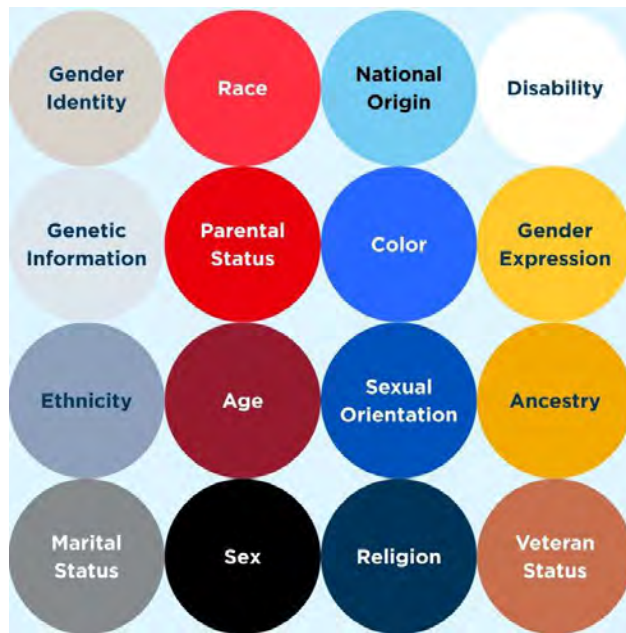
Protected Classes

At the time of creating these materials, The University of Kansas recognizes 16 protected classes within the nondiscrimination policy. These 16 were determined through various state and federal legislation.

Click through the photo below to learn more about what kinds of behavior you would need to report.

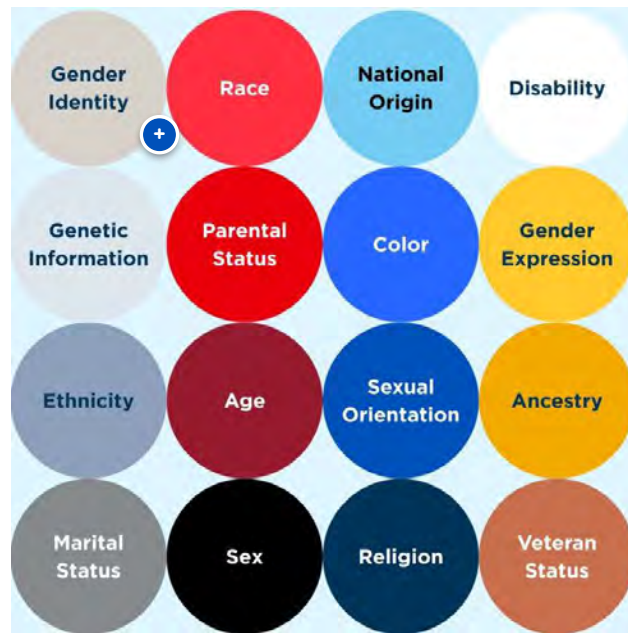






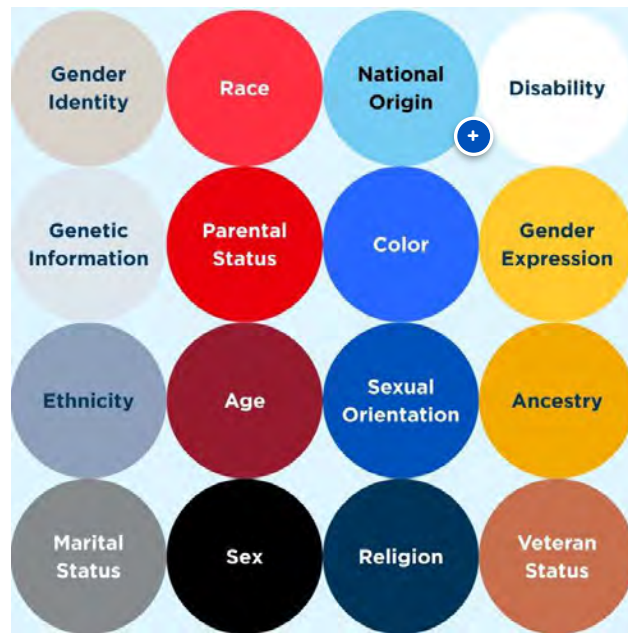
Gender Identity

An employee is being mocked based on the pronouns they use.



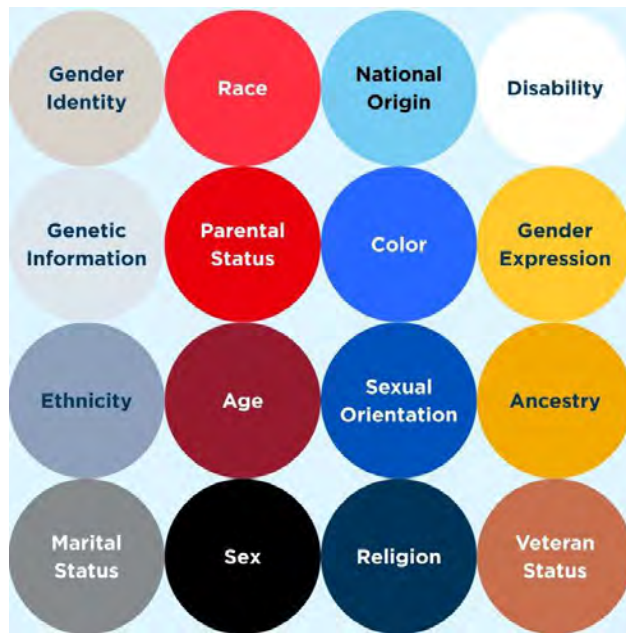
Race

A student assaults another student based on their race.



National Origin

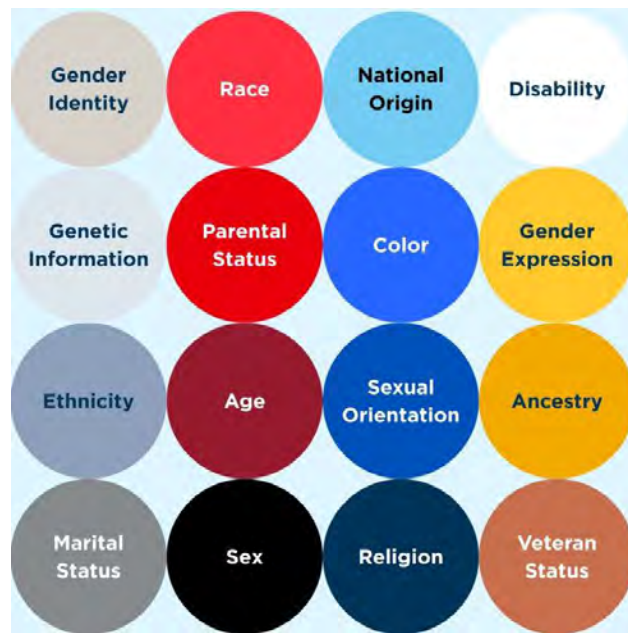
You hear people give international students/colleagues "American names" because their names are "too hard to pronounce".



Disability

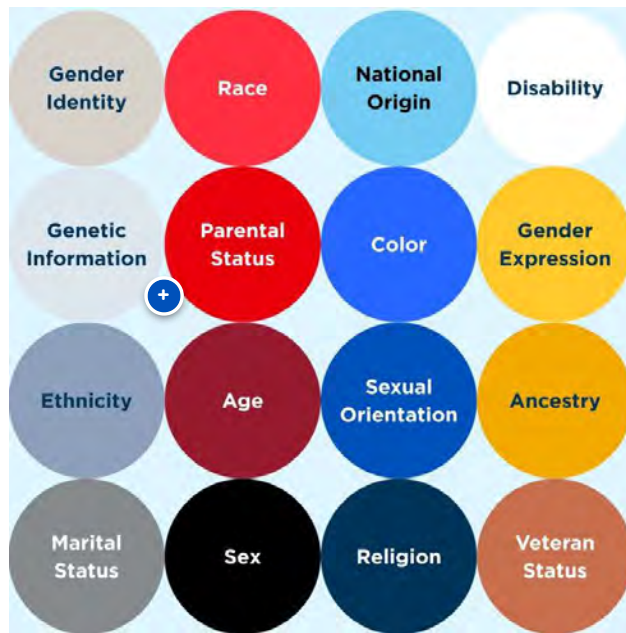
Faculty/supervisors deny students/employees access to their approved accommodations.

Supervisors do not refer employees who disclose their disabilities to Human Resources because they don't believe accommodations are fair to others.



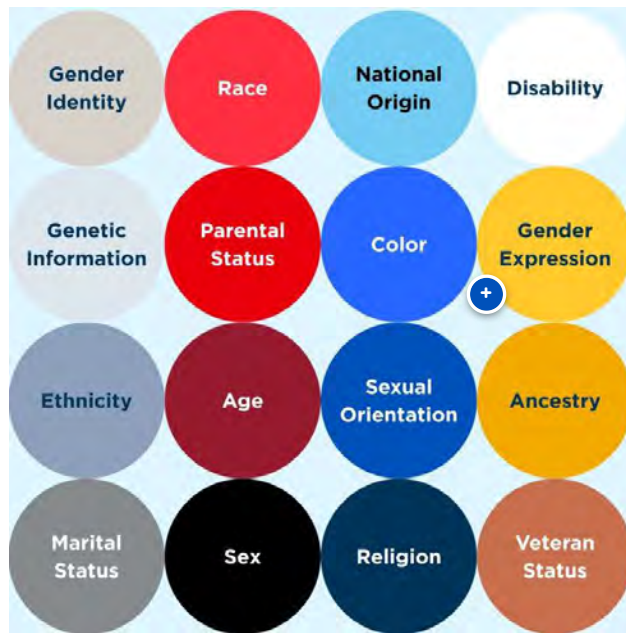
Genetic Information

An employer requires DNA testing and is firing people based on that genetic information.



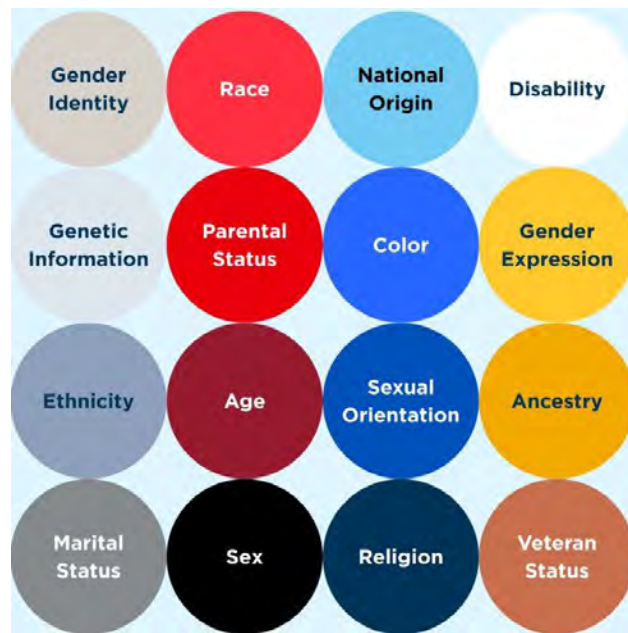
Parental Status

A supervisor denies a request for lactation breaks.



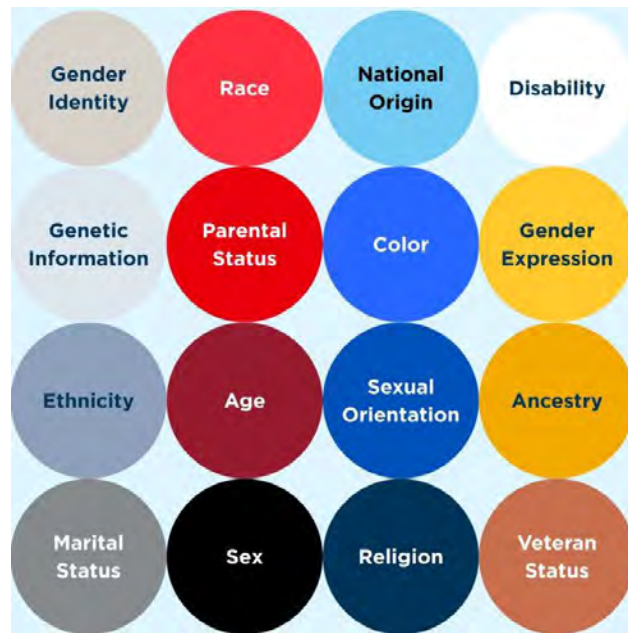
Color

A darker skinned student is called the name of another darker skinned student in the class.



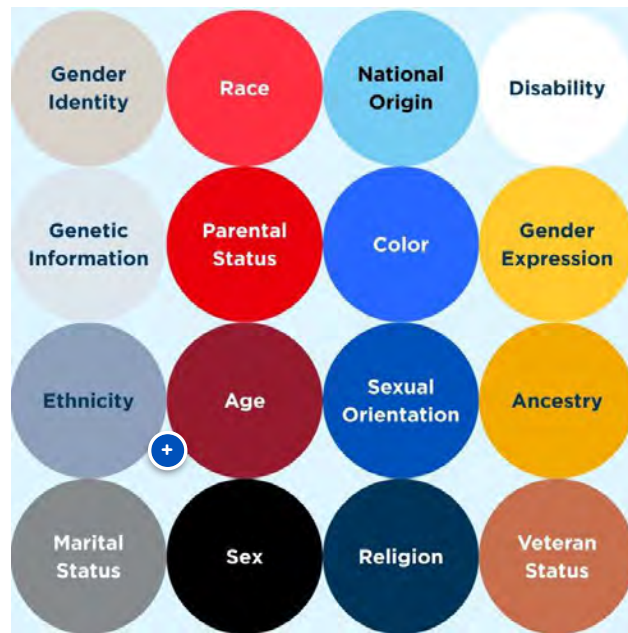
Gender Expression

An employee/student is called slurs based upon how they dress.



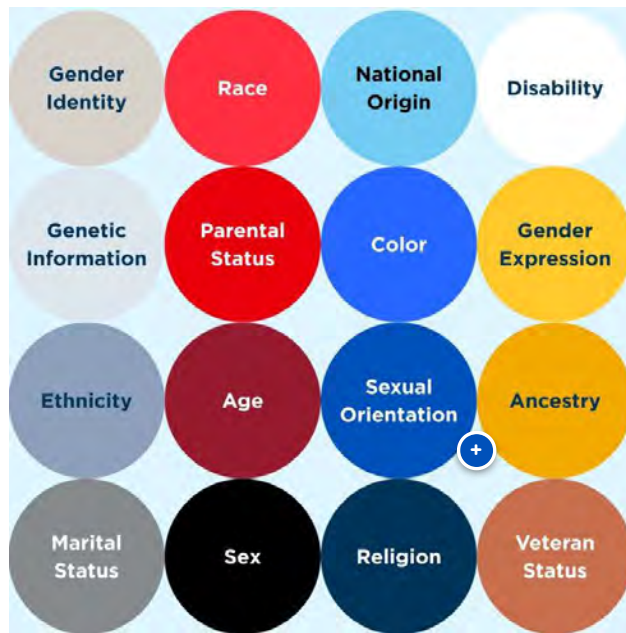
Ethnicity

You hear a program is restricting membership or attendance based on ethnicity.



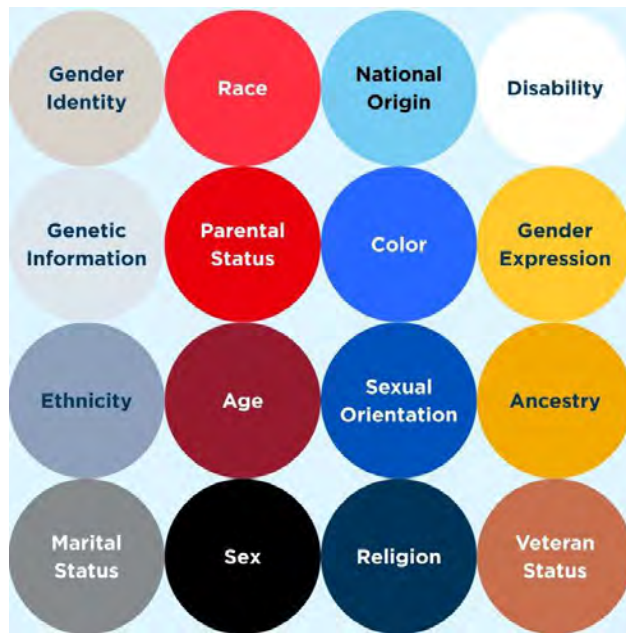
Age

Older employees are not given as many professional development opportunities as younger employees because the unit feels their money will be wasted when the older employee retires.



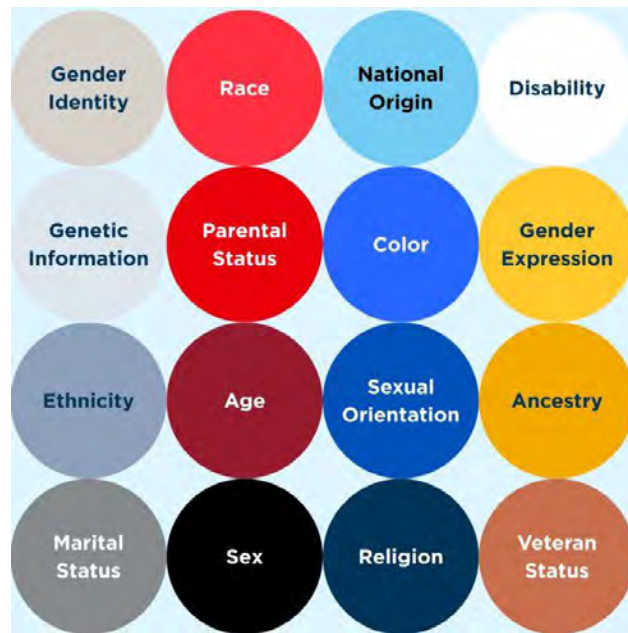
Sexual Orientation

A student is being harassed by another student because they identify as queer.



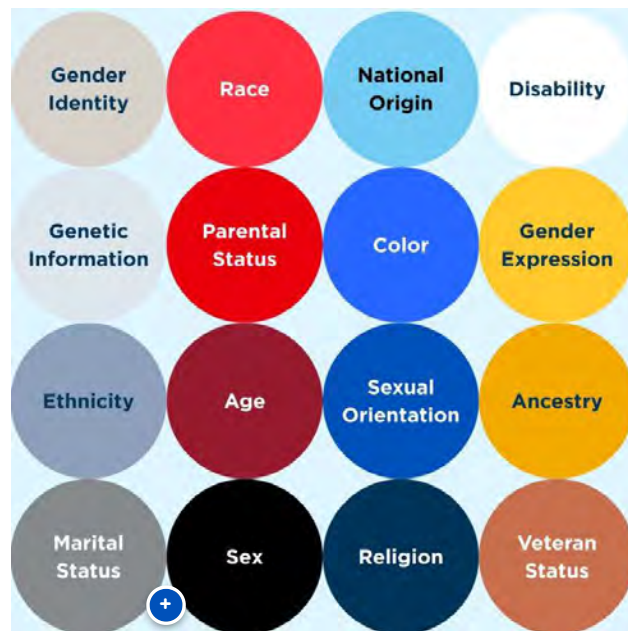
Ancestry

Employees or students with ancestry from a certain country or region are being harassed because of where they are from.



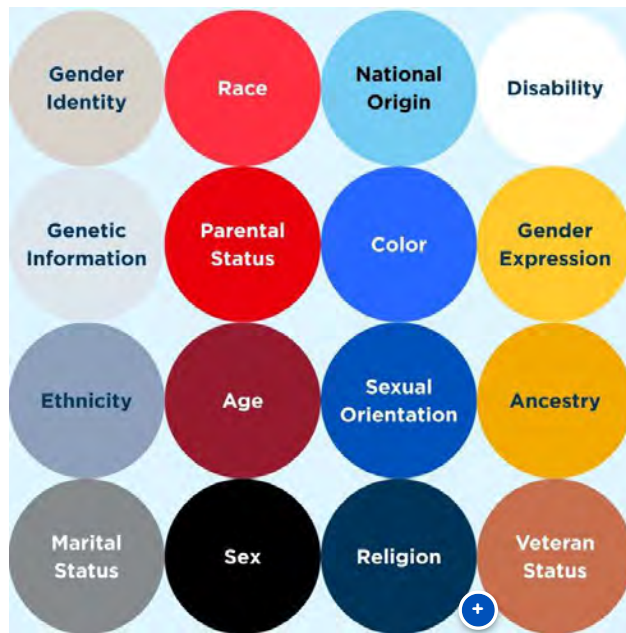
Marital Status

Only single people are asked to work late or are scheduled on the weekend because the supervisor values "family time".



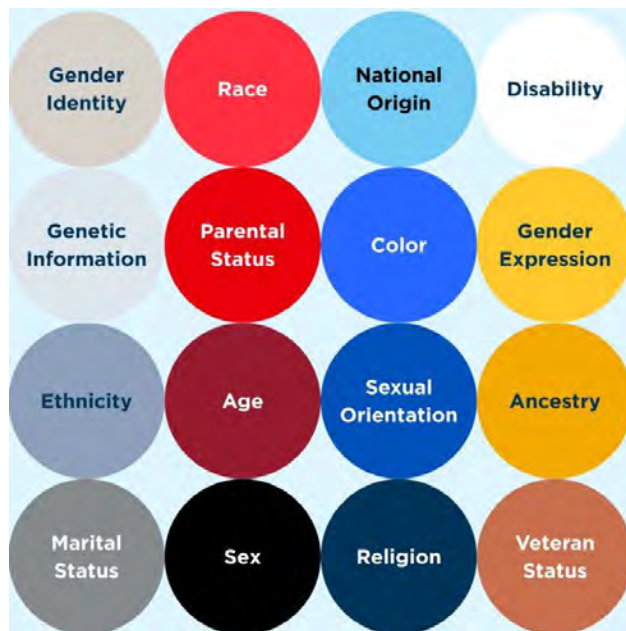
Sex

Faculty grade men harder than women because they believe "men are more capable than women".



Religion

A unit bases decisions about who receives scholarships based on applicant's religion.



Veteran Status

Veteran students are told they cannot attend a campus sponsored event because they've been deployed.



Complete the content above before moving on.



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A case-by-case basis

OCRTIX responds to all reports on a case-by-case basis. Although some of the examples above may feel common place or "low-level", they should always be reported to OCRTIX given they may pertain to harassment or discrimination based on a protected class. At that point OCRTIX will reach out to the person potentially experiencing harm and explore appropriate options.

If this training allows you to recognize previous experiences of potential harassment or discrimination for the first time, you're still obligated to report. It's never too late.

CONTINUE

Mandatory Reporters



What is a Mandatory Reporter?

All employees at The University of Kansas are mandatory reporters, except those designated as confidential employees per policy.

Mandatory reports are obligated by federal law and University policy to report any instance of potential harassment or discrimination based on protected classes, sexual harassment, or related retaliation to the Office of Civil Rights & Title IX.



Employee Categories

If you're wondering what kind of employees are mandatory reporters, take a look below. Click each card to flip and move onto the next section.

Affiliates

Including the Unions,
Endowment, Alumni,
Athletics, Hilltop, ROTC, and
more.

Temporary Appointments

Including post-docs,
lecturers, adjuncts, visiting
faculty, fully grant funded
positions, and more.

Teaching Staff

Including faculty, lecturers, instructors, adjuncts, visiting faculty, tenure and non-tenure track, fieldwork, and more.

Research Staff

Including fully or partially grant funded, those on sabbatical, fieldwork instructors, and more.

Student Staff

Including undergraduate, hourly, GTAs, GRAs, and GAs, and those receiving fellowships.

Classified and
Unclassified Staff

Including hourly, salaried, full-time, part-time, and more.



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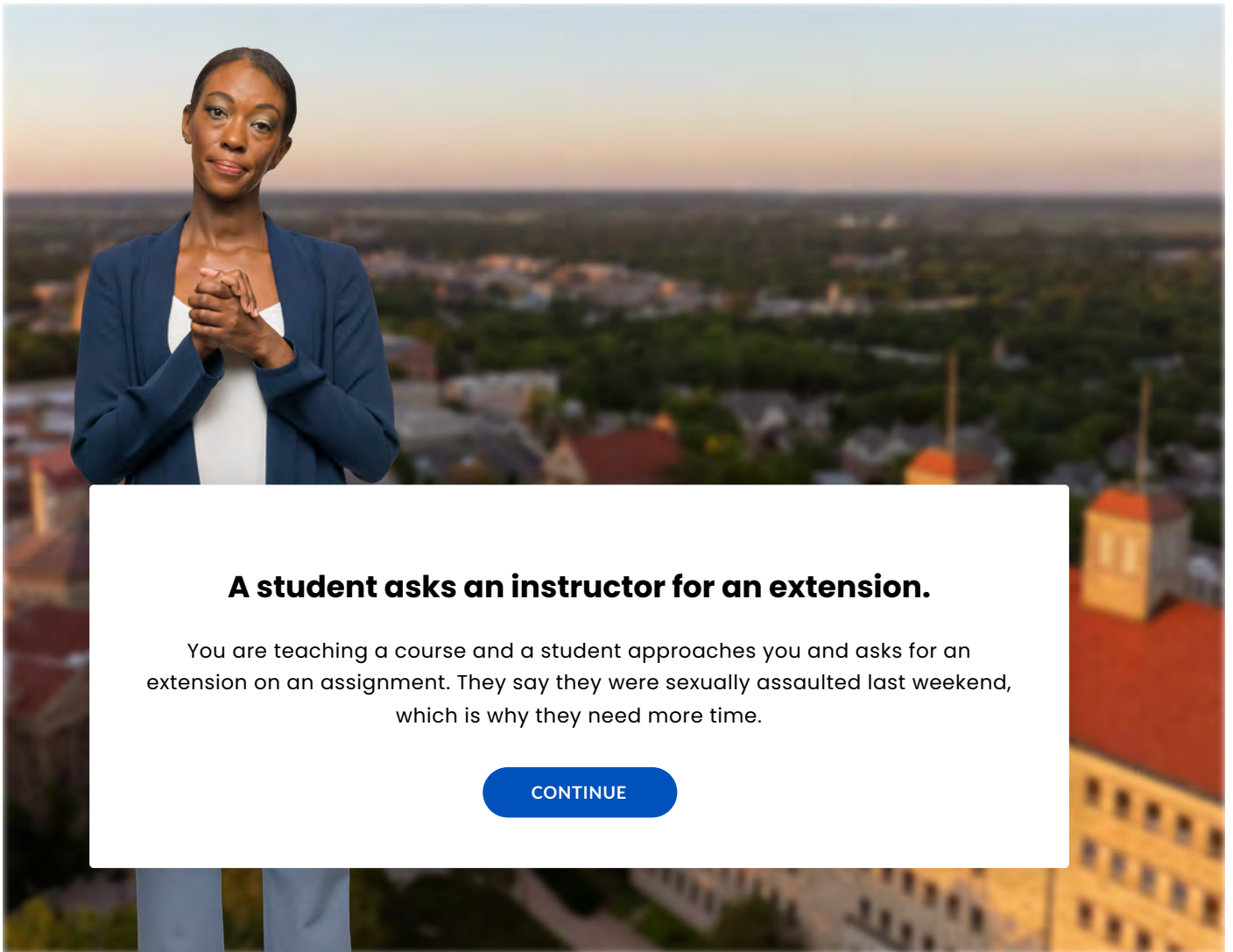
Students (not employed by The University) are not Mandatory Reporters.

Please note, students who are not employed by The University are not mandatory reporters. We do, however, always welcome and encourage their reports.

Additionally, employees are only mandatory reporters while serving in the employee role.

When an employee learns something outside of their scope as an employee, they are not a mandatory reporter, however we encourage them to continue to report to OCRTIX.

With what you've learned about mandatory reporters, engage in the scenario below and see how you would do if you were this person.



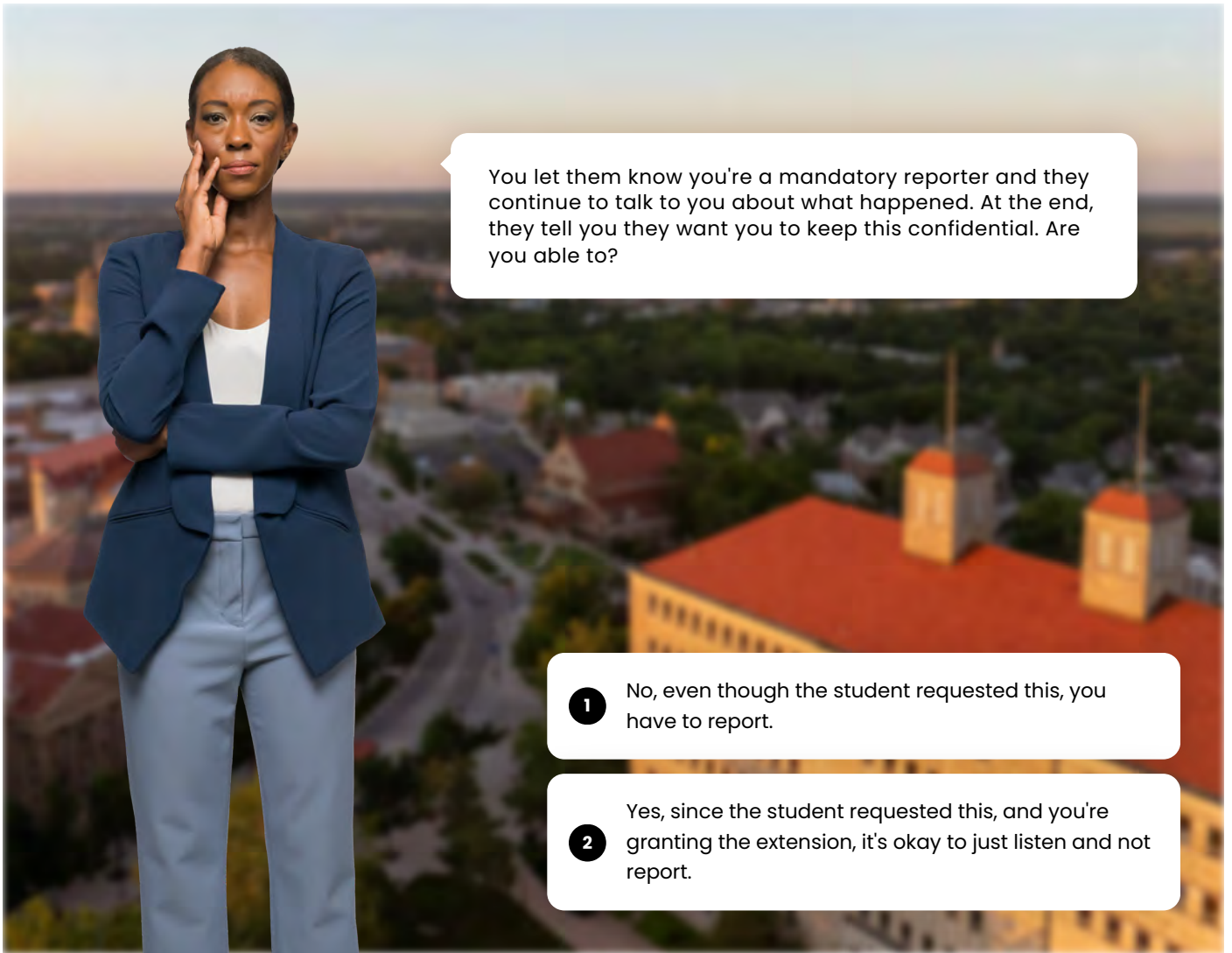
A student asks an instructor for an extension.

You are teaching a course and a student approaches you and asks for an extension on an assignment. They say they were sexually assaulted last weekend, which is why they need more time.

CONTINUE

Scene 1 Slide 1

Continue → Next Slide



You let them know you're a mandatory reporter and they continue to talk to you about what happened. At the end, they tell you they want you to keep this confidential. Are you able to?

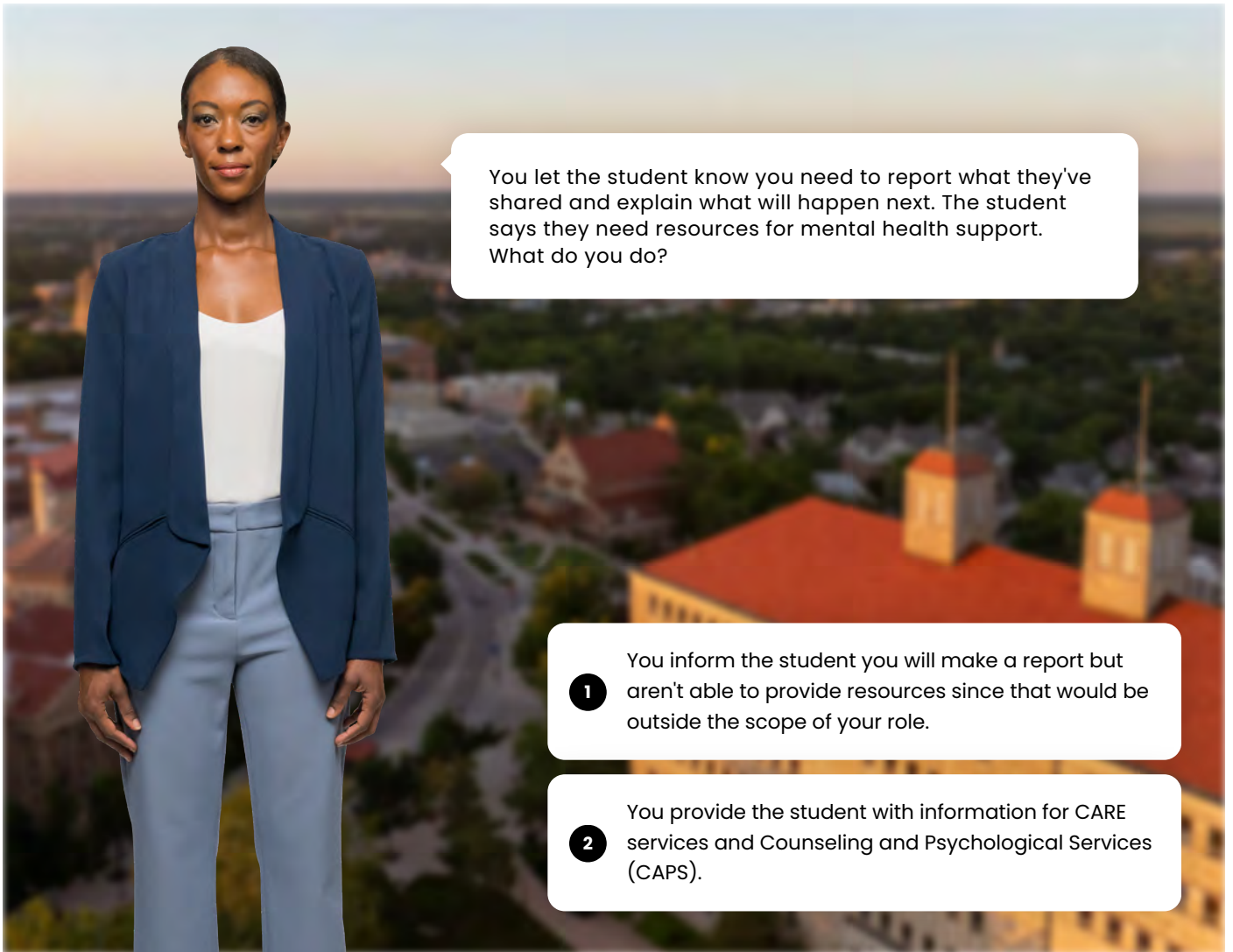
1 No, even though the student requested this, you have to report.

2 Yes, since the student requested this, and you're granting the extension, it's okay to just listen and not report.

Scene 1 Slide 2

0 → Next Slide

1 → Next Slide



You let the student know you need to report what they've shared and explain what will happen next. The student says they need resources for mental health support. What do you do?

1

You inform the student you will make a report but aren't able to provide resources since that would be outside the scope of your role.

2

You provide the student with information for CARE services and Counseling and Psychological Services (CAPS).

Scene 1 Slide 3

0 → Next Slide

1 → Next Slide

Scenario End

This scenario is not uncommon. Think about how you might respond if a student or employee approaches you and discloses something similar.

START OVER



Scene 1 Slide 4

Continue → End of Scenario



Complete the content above before moving on.



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Confidential Employees

Federal law and University policy recognizes the need to have a confidential space for The University community to share experiences that will not automatically result in a report to OCRTIX. While the vast majority of staff here at The University of Kansas are mandatory reporters, there are a handful of confidential employees. Click on and through the flashcards to learn who is considered confidential and when.

**Health care providers and
pastoral and professional
counselors**

who receive information about discrimination or harassment, including sexual violence, while acting in their role as a health care provider or pastoral or professional counselor.

**The CARE Coordinator and CARE
Advocate**

who are employees designated to provide information about reporting options on a confidential basis.

The University Ombuds Office

when acting in their role as employees designated to provide confidential assistance to persons seeking information about University policies and processes.

IRB research on the topic of sexual harassment

Employees who receive information about discrimination or sexual harassment, including sexual violence, while engaged in legitimate research practices towards publication or dissertation where discrimination, harassment, or sexual violence is within the scope of that research or confidentiality has been assured to research participants.

Climate studies

Information obtained in the course of administering a KU approved climate study.

NOTE – This is for official climate studies, not unit led initiatives. For more information contact civilrights@ku.edu.

Reporters

for The University Daily Kansan, Kansas Public Radio, or other University news outlets who learn of allegations of discrimination or harassment, including sexual violence, in communications protected by the journalist privilege.

Attorneys

working within the Legal Services for Students who learn of allegations of discrimination or harassment, including sexual violence, in communications protected by the attorney-client privilege.

Volunteer service for an outside organization or entity

Employees who receive information about discrimination or harassment, including sexual violence, while engaged in employment or volunteer service for an outside organization or entity. For example, employees, including student employees, who volunteer at organizations providing services to victims of domestic or sexual violence, are not required to report incidents they learn about while

An employee's own experience

Employees are not required to report their own experiences or those of their immediately family members under this policy, but are encouraged to, since The University has many resources available to assist.



Complete the content above before moving on.

Reporting



Reporting

OCRTIX relies on members of our community's ability to recognize concerning incidents and report them to our office. We receive reports from across The University and beyond.

- The bulk of reports come from mandatory reporters.
- People also choose to report their one experiences directly to our office.
- We also receive reports from various third-parties. This could be a concerned friend, parents, or others who are aware of an incident.



You are required to report to our office even if the person you're speaking to states they would like you to keep the information confidential. You are required to share what you know about the situation with OCRTIX.

We understand this can be hard, and mandatory reporters are most often

concerned with losing the trust of the other person. Having an understanding of what happens after we receive a report, and communicating that to the person you're working with, helps maintain that trust.

Review the materials in the "How to receive information" for more strategies.

OCRTIX needs your reports in order to offer as many resources and supports as possible to the person experiencing the potential harm.

There are a number of ways to report any incident of potential harassment, discrimination, sexual harassment, and related retaliation.



Reporting to OCRTIX

Meet your mandatory reporting obligation by reporting directly to our office. Report by using any one of the following methods.

Options to Report:

Click each card to flip and move onto the next section.

Web-based reporting form

civilrights.ku.edu

Email

civilrights@ku.edu

In-Person

Lawrence: Dole Human Development
Center (1082) & Strong Hall (121)

Edwards: 12610 Quivira Rd (Regnier
Hall), Suite 270

Phone

785-864-6414



Complete the content above before moving on.

What to Report

When reporting, here is the most helpful information to include:

Your Information —

Provide information about yourself. This helps us contact you if we have additional questions. This also helps our office understand where reports come from.

Include your name, email address, classification (student, staff, faculty).

NOTE: you may choose to report anonymously, however we highly encourage you to report with your contact information in case we have additional questions.

The Who, When, Where —

Gather the information about the date the incident occurred, when it occurred, and where it occurred. Be sure to report the location of the incident as specifically as possible. This includes if the incident occurred on/off campus, within a specific classroom, department, or off-campus.

The Details —

Provide as many details as are available to you. For some incidents, you may have very little information, whereas for others, you may have a lot. There's no need to go back to the person to get more information or to ask intrusive questions. You are obligated to share whatever the person told you pertaining to their experience, even if they "told you in confidence" or requested you to keep the information to yourself.

There's never too little information to report. Even if you don't have a name of someone who is reported to cause harm, OCRTIX still needs the report.

Submit —

After you've gathered the information available, choose how you will submit the report. Sending an email to civilrights@ku.edu ([opens in a new tab](#)), likely feels the easiest to you, and that's okay! We receive reports via email all the time.

Once we receive the report we'll send a confirmation email that it's been received, and we'll take the appropriate action. We will likely not provide any further updates in order to respect the privacy of the individuals involved.

Summary —

Submitting a report is easy, and we know it can feel overwhelming. If you ever have questions, feel free to reach out to civilrights@ku.edu ([opens in a new tab](#)). We're happy to talk through scenarios and give guidance on how to best move forward.

There's no such thing as overreporting, and we also won't tell you to report something you don't need to report.



Complete the content above before moving on.



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Report an Incident —

Whether against you or someone else, report incidents of sexual misconduct, discrimination, harassment, dating/domestic violence, stalking or retaliation.

REPORT AN INCIDENT

Photo of website of reporting button and information about what to report. Image says "Report an Incident. Whether against you or someone else, report incidents of sexual misconduct, discrimination, harassment, dating/domestic violence, stalking or retaliation." Photo includes a button stating "Report an incident".

Reporting to OCRTIX

[Click here](#) to access our online reporting form.

Reporting Anonymously – Hotline

At times, people prefer to report to The Office of Civil Rights & Title IX or the university anonymously. We understand the necessity for anonymous reports, and the university has created a platform to accommodate for that need.



Photo of website for KU's Hotline. Jayhawk statue on a cloudy day. Image says "University of Kansas Hotline".

Reporting to the Hotline

[Click here](#) to access information about the anonymous reporting structure and to report anonymously.



Report to Police

Individuals are also welcome to report experiences to police. Call/text 911 to be connected with your local department.

KU Police Department

1501 Crestline
785-864-5900
911

Lawrence Police Department

111 E 11th St
785-832-7509
911

Edwards – Overland Park Police
Department

12400 Foster
913-895-6300
911



Complete the content above before moving on.



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As someone considers reporting to police, here are some helpful things to keep in mind:

- You do not need to report to police to receive a SAFE exam.
- You can request an advocate be present with you when speaking with police.
- You can request an informational report only, and not immediately choose to press charges.
- Police may be able to provide protective/restraining orders.

- You can call ahead and attempt to arrange for a certain demographic of officer if helpful.
- You can choose if you go to the station, or request an officer go to your residence to make a report.

Benefits of Reporting

Often time people ask why they should report. This occurs more often in units that have a high level of access and knowledge of campus resources. Reporting allows for:

- 1 People to get the highest level of access to resources and options.
- 2 The University to be in compliance with federal legislation.

CONTINUE

Responding to Reports of Sexual Harassment



How The University of Kansas responds to reports:

Now that you have an understanding of what information you're obligated to report, we want to share our processes.

Although we have a standard way to approach cases, we also review reports and respond on a case-by-case basis. Click through to learn more.

Initial Review

When OCRTIX receives a report, a portion of OCRTIX staff reviews it in order to determine appropriate next steps. This includes assessing the report for general safety per the Clery Act. After the initial assessment, OCRTIX often sends an email to the reporting party acknowledging receipt of the report.

Outreach Email

Our office then sends an outreach email to the person alleged to have experienced harm. In that email is an invitation to meet with a representative from our office to discuss the incident further, as well as resources that may be relevant to the individual and situation.

No one is required to meet with our office. If the person does not respond to our initial email, we will send a follow up email. If the person still declines to meet, we simply close the case and keep record of the report.

An exception to closing the case is if the report contained information OCRTIX staff determined posed a serious or ongoing threat to campus safety. If this is the case, we may attempt to connect with the person experiencing harm an additional way (such as a phone call).

Other notes:

- OCRTIX will not contact the person reported to have caused the harm unless there is a serious threat or ongoing safety concern.
- OCRTIX does not take action on cases without seeking input from those experiencing the reported harm unless there is a serious threat of ongoing safety concerns.

Both of these are the exception, and very rarely occur.



Intake Meeting —

If the person chooses to meet with our office, they will be scheduled for an intake meeting. This can occur in-person or virtually, whichever the person is most comfortable. During the intake, OCRTIX staff will share more about our office, provide an opportunity for the person to share any information they would like, and ask more about the person's goals and needs.

Some important notes about the intake:

- People can bring an advisor with them to the meeting. An advisor can be anyone from a friend to a lawyer.
- No one is required to meet with us. The individual gets to choose what to share, including what questions of ours they answer.
- We can take the meeting at the person's pace. If we need to pause or schedule a follow up, we're happy to do so.
- Staff are trained on how to engage in trauma informed ways. People often leave the intake feeling heard.

As we listen to the person's experience and goals, we'll also be thinking of potential support measures.



Support Measures —

During the intake, support measures will be initially explored. Support measures are an informal and non-punitive way to deescalate or completely resolve the situation.

Examples of support measures that may be reasonable to a situation could be:

- Referrals for resources.
- Educational conversations (most frequently requested support measure. Addresses situations by OCRTIX staff having an informative conversation with the person causing harm. Content is informed by the person experiencing the harm).
- Housing relocation.
- Changing work locations.
- Mutual No Contact Agreements.

Support measures are not guaranteed, and must be deemed reasonable by OCRTIX in order to pursue further.

If support measures are requested, the individual will be referred to OCRTIX's case manager to explore and determine appropriate action.



Resolution Options – Informal Resolution —

During the intake, OCRTIX staff will also explore resolution options. Although not all resolution options will be available in every case, OCRTIX often has a variety of options.

Informal Resolution Options: various voluntary and non-punitive ways to resolve situations. Often appropriate when both parties want to retain or improve a relationship, and/or when there may be shared ownership in the current relationship dynamics.

Some informal resolution options include:

- Mediation.
- Shuttle Diplomacy.
- Restorative Justice.



Resolution Options – Formal Investigation —

The most formal resolution option is a formal investigation. A formal investigation can be appropriate when the person alleged to have experienced harm wants OCRTIX staff to have a full understanding of the incident and create a report for a decision maker to use in determining if there was a policy violation pertaining to harassment, discrimination, sexual misconduct, or related retaliation.

Anyone is able to file a formal complaint (a more or less official request to conduct an investigation). After submitting a formal complaint, OCRTIX staff will determine if an investigation is appropriate. If an investigation is appropriate, parties will be invited to interview, provide evidence, and provide witnesses. After all known information is gathered, the investigator will write a report, request feedback from both parties, and submit a final report to a decision maker.

If an investigation is for a Title IX sexual harassment or sexual violence case, the end result will be a hearing.

Note – This process can be lengthy, often spanning months



Summary

Although the process has many steps, we hope that by reviewing them you are more familiar with how our office functions and are better equipped to assist those reporting potential harassment, discrimination, sexual misconduct, or related retaliation to our office.



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Some notes:

- Anyone experiencing potential harassment, discrimination, sexual harassment, or related retaliation are able to request support measures at any time.
- OCRTIX provides a fair, prompt, and impartial process.
- OCRTIX are not the decision makers. Investigators are neutral third-parties and are responsible for compiling known evidence and writing a report in order for a decision maker to use in determining if a policy violation occurred.
- OCRTIX staff receive specific training annually in order to facilitate the processes of the office.
- Both parties are permitted to have an advisor present.
- Both parties will be informed of the outcome of any investigation, hearing, and/or appeal, as well as the options to appeal decisions.
- In order to explore Informal Resolution options, OCRTIX needs to determine that to be an appropriate option for the individual case.

CONTINUE

How to Receive Information



When do mandatory reporters receive information to report?

Have you ever had a student miss a bunch of classes or tank an assignment and they reach out to have a conversation about why that might be?

Have you ever supervised someone and they ask if they can talk to you about something that feels big?

Maybe you're the person everyone goes to when they have an issue at work.

All of these can lead to you receiving information you may need to report to OCRTIX.

How to receive information well.

Developed in partnership with CARE Services

As a mandatory reporter, you may be in the position to receive sensitive information from colleagues or students. Knowing how to best respond can help someone feel more supported during what can be a challenging time.

Here are some helpful phrases provided to us by CARE Services. [Click here](#) for more information.



"I'm here for you".

- "I'm glad you told me".
- "There's no one right way to respond to something like this".
- "It's understandable to be stressed right now".
- "You deserve support and care as you figure out what's next or best for you".
- "I don't need all the details in order to support you".

When you realize what someone is telling you is something you will need to report, kindly let the person know and explain what will happen next. Saying something like:

"Thanks for trusting me with this. I want you to know I'm going to have to share what we've talked about with the Office of Civil Rights & Title IX. All that will happen is their office will reach out and invite you to share more about your experiences and provide you with resources. You get to decide if you meet with them and inform what happens next."

CONTINUE

Hazing



The University of Kansas Prohibits Hazing

Developed in partnership with Student Conduct and Community Standards (SCCS).

The University of Kansas is dedicated to fostering a safe and respectful environment that recognizes the dignity and rights of all its community members. The University does not tolerate hazing. It is, therefore, prohibited to participate in hazing.

Engaging in hazing of another person for the purpose of initiation or admission into, affiliation with, or continuation of membership in any organization operating under the sanction of The University is prohibited.

Click through the list below to learn more about how the various components of hazing are defined.

Definition —

Any action, activity or situation which recklessly, negligently or intentionally endangers the mental or physical health, welfare or safety of a person, creates excessive fatigue, sleep deprivation, mental or physical discomfort, exposes a person to extreme embarrassment or ridicule, involves personal servitude, destroys or removes public or private property, or implicitly or explicitly interferes with the academic requirements or responsibilities of a student.

Willingness —

It is presumed that hazing is a forced activity regardless of the apparent willingness of an individual to participate in the activity. Hazing may include, but is not limited to:

- forced consumption of alcohol or other substances,
- sleep deprivation,
- threats of harm,
- actual physical harm,
- forced activity that places another individual in harm, or
- performance of any service or action under coercion or duress.

Knowledge of —

Apathy or acquiescence in the presence of hazing is not neutral; both are violations of this rule.

"Organization" —

is defined as an athletic team, club sport, registered student organization, fraternity, sorority, or other similar student group operating under the sanction of The University of Kansas.

"Student" —

is defined as any person who is enrolled at The University of Kansas.



Complete the content above before moving on.



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Prevention strategies

By focusing on research informed and evidence based prevention strategies, KU aims to prevent hazing before it occurs. Utilizing a mix of bystander intervention, ethical leadership, and strategies for building group cohesion allows for holistic programming aimed to prevent hazing and keep communities safe.

Click through the following table to get an initial understanding of a few prevention and bystander intervention strategies here at the Lawrence campus through Student Affairs.

HAZING PREVENTION 101**VALUES-BASED DECISION
MAKING****JAYHAWKS GIVE A FLOCK****ALTERNATIVES TO HAZING**

This training is available for students and organizations. Participants will recognize hazing behavior and relevant policy, common motivations of those who haze, and identify alternative education and team building activities to replace hazing within organizations.

HAZING PREVENTION 101**VALUES-BASED DECISION
MAKING****JAYHAWKS GIVE A FLOCK****ALTERNATIVES TO HAZING**


This training is available for students and organizations. Participants will identify their values and interpret the role of values and ethical leadership in their decision-making.

HAZING PREVENTION 101**VALUES-BASED DECISION
MAKING****JAYHAWKS GIVE A FLOCK****ALTERNATIVES TO HAZING**

All incoming KU Lawrence students attend Jayhawks Give a Flock during Hawk Week. Participants will gain the knowledge and skills to act when they see concerning behaviors.

This can be applied to incidents of hazing in addition to sexual harassment. Review our bystander intervention course for more information.

HAZING PREVENTION 101	VALUES-BASED DECISION MAKING	JAYHAWKS GIVE A FLOCK	ALTERNATIVES TO HAZING
<p>Sometimes hazing occurs because people attempt to build community in the only way know how... in ways they, themselves, may have experienced. Sometimes, they don't know other options to support each other. For helpful alternatives from the website Stop Hazing, consider:</p> <ul style="list-style-type: none">• Fostering unity - doing things together that are safe and fun for everyone.• Developing problem solving skills - discuss weaknesses/challenges that the group has.• Developing leadership skills - encourage new members, develop a peer mentor program.• Instilling a sense of membership - plan events or get-togethers for all members.• Promoting scholarship -designate study hours for members.• Building awareness of History - invite older members to talk about the organization's history and traditions.• Aiding career goals - use university resources for seminars on resume writing and job interview skills.• Let go of expectation. You've done your best to prepare. Now, let go. There's no one way your life should unfold. Enjoy the journey.• Welcome diversions. The most rewarding adventures often start with an unexpected detour. Perhaps that distraction will guide you onward.			

 Complete the content above before moving on.

When hazing is alleged

The University of Kansas has a set process defined to investigate and address the potential situation. Click through the snapshot of the process below.

Process used to investigate incidents of hazing —

The Clery Act requires institutions receiving federal funding to have set processes for investigating incidents of hazing.

The Report —

The applicable office receives a report of potential student organization misconduct. Reports may be received in writing or verbally.

Information gathering —

Initial information is gathered to determine the credibility of the report. Additional information is gathered if needed.

Investigation —

If the information gathered indicates that the student organization may have violated the policy, the applicable office will begin an investigation to learn more. The following steps in beginning an investigation are:

- Notify the organization's advisor and president.
- Meet with the organization's advisor and president to discuss the report and investigation process.
- Conduct individual interviews with organization members. Interviews may be with all members, new members, or a random selection of members.
- Compile the investigation findings.
- Notify the organization's advisor and president of the investigation findings.
- Meet with the organization's advisor and president to discuss the findings and resolution options.

Summary

Depending on what the investigation produces, there may be a hearing or the claim could be dismissed.

[Click here \(opens in a new tab\)](#) for the full investigation procedures for Lawrence based organizations.



Warning Signs of Hazing

Staying aware of the warning signs of hazing can help The University provide resources and supports to those who may be experiencing concerning behavior.

- Sudden change in behavior or attitude after joining the organization or team.
- Wanting to leave the organization or team with no real explanation.
- Sudden decrease in communication with friends and family.
- Physical or psychological exhaustion.
- Unexplained weight loss, injuries, or illness.
- Change in sleeping or eating habits.
- Withdrawal from normal activities.
- Expressed feeling of sadness or feeling of worthlessness.
- Increase in secrecy and unwillingness to share details.



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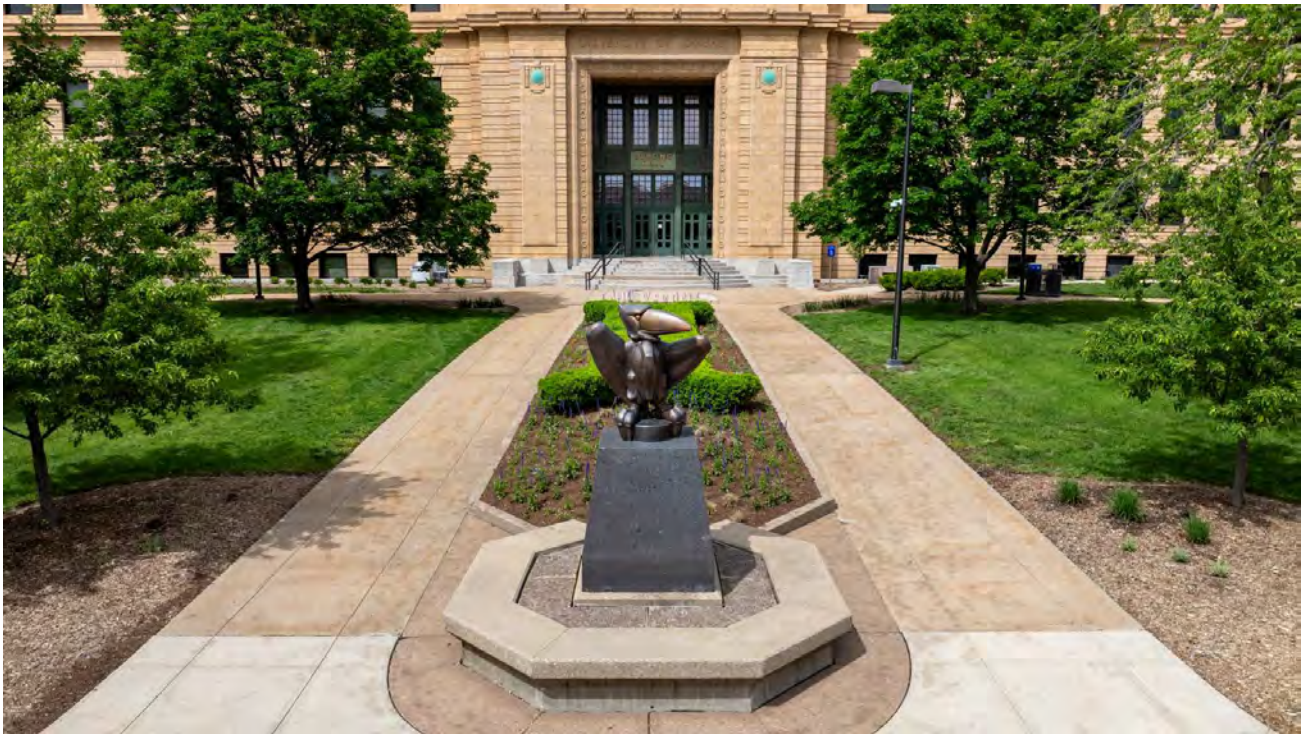
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Reporting Hazing

Anyone concerned about hazing can report an incident or connect with the Office of Student Conduct and Community Standards.



Strong hall, the location of Student Conduct and Community Standards.

File an online incident report by [clicking here](#).

or

Email studentconduct@ku.edu.

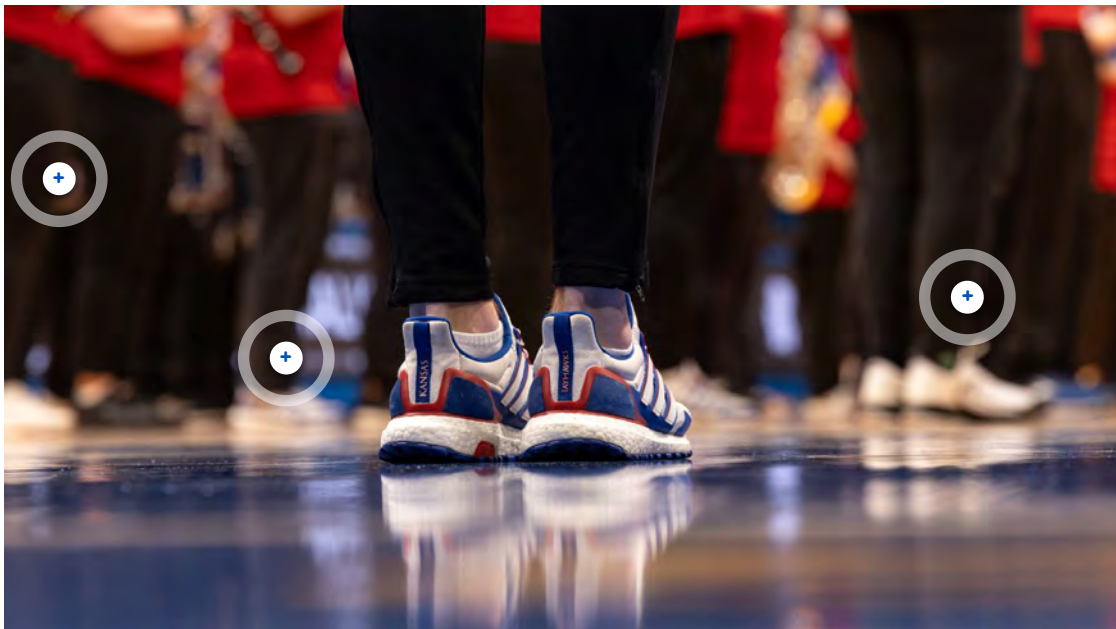
For more information on the policy, [click here](#).

For more information on hazing, [click here](#).



Myths & Facts

There are a lot of misunderstandings when it comes to hazing. Adapted from the website Stop Hazing, the myths and facts below help address some of these misunderstandings.





Myth - It's not hazing if I willingly participated.

FACT: There is no such thing as consensual hazing. In states that have laws against hazing, consent of the victim is not a defense. Even if someone agrees to participate in a potentially hazardous action, it may not be true consent because of peer pressure, intentional or unintentional threats, and the withholding of information about what will occur.



MYTH: Hazing is okay as long as it is not physically dangerous.

FACT: Some hazing victims report that mental hazing was worse than being physically abused. Being yelled at and/or having demeaning things said to or about you may have lasting psychological scars.



MYTH: Hazing only exists in fraternities and sororities.

FACT: Hazing occurs across the country in athletic teams, performing arts groups, military units, and in other types of clubs and organizations. It's not limited to colleges and universities.



MYTH: A little hazing is not really that bad.

FACT: While there may be severe forms of hazing, any hazing is wrong. Even “a little” can have unintended consequences for a new or potential member and if it meets the definition of hazing, it is hazing.



Complete the content above before moving on.



Kansas State Law

Often, The University's policies are based in federal and state laws. The policy on Hazing is an example of this. Specifically, K.S.A. 21-5418 Hazing gives the following definition for Hazing.

(a) Hazing is recklessly coercing, demanding or encouraging another person to perform, as a condition of membership in a social or fraternal organization, any act which could reasonably be expected to result in great bodily harm, disfigurement or death or which is done in a manner whereby great bodily harm, disfigurement or death could be inflicted.

(b) Hazing is a class B nonperson misdemeanor.

CONTINUE

Resources



We've shared a lot...

Throughout the course, we've shared a lot of links to reporting, policies, resources, and more. We thought having them in one location would be helpful. Take a look below, bookmark the links most helpful, and explore the resources so you know what is available for yourself and others.

Reporting

- [Office of Civil Rights & Title IX reporting form - click here.](#)
- [Anonymous reporting form - click here.](#)
- Police - dial 911
- [Student Conduct and Community Standards - hazing - click here.](#)

Relevant KU Policies

- [Mandatory Reporting Policy – click here.](#)
- [Sexual Harassment Policy – click here.](#)
- [Title IX Resolution Process – click here.](#)
- [Hearing Procedures for Complaints of Sexual Harassment – click here.](#)
- [Nondiscrimination, Harassment, and Equal Opportunity Policy – click here.](#)
- [Discrimination Complaint Resolution Process – click here.](#)
- [Consenting Relationships Policy – click here.](#)
- [Non-Academic Misconduct Policy \(hazing\) – click here.](#)
- [Policy Library – click here.](#)

KU Resources

- [Sexual Assault Prevention & Education Center \(SAPEC\) – click here.](#)
- [CARE Services – click here.](#)
- [Health Education Resource Office \(HERO\) – click here.](#)
- [Employee Assistance Program \(EAP\) – click here.](#)
- [Student Conduct and Community Standards – hazing – click here](#)

Additional Resources

- [2020 AAU Climate Survey – click here.](#)
- [Rape, Abuse, & Incest National Network \(RAINN\) – click here.](#)
- [National Academies of Sciences, Engineering, and Medicine article – click here.](#)
- [Stop Hazing – click here.](#)

CONTINUE

Quiz

You've spent a lot of time working through the material. Let's see what you're learned and what you might need to go back to a second time.

The quiz is 15 questions. In order to pass you need an 80%. You may miss up to 3 questions and still pass.

After completing the quiz with a passing grade, simply close the course with the "x" in the corner of the course window and check your learning history after completion. If it is not logged, close and re-open to allow time for the system to register completion.

Question

01/15

Mandatory reporters report incidents of harassment, discrimination, and sexual misconduct to...

- ☐ Their supervisor
- ☐ Human Resources
- ☐ The Office of Civil Rights and Title IX
- ☐ Police
- ☐ Their department head/chair/dean/director

Question

02/15

Mandatory reporters have to report potential harassment, discrimination, and sexual misconduct they learn about while in their university role that...

Check all that apply.

- ☐ pertains to students.
- ☐ pertains to employees.
- ☐ occurs on or off campus.

Question

03/15

Only mandatory reporters can submit reports of harassment, discrimination, and sexual misconduct.

☐ True

☐ False

Question

04/15

Match the term to the correct definition.

Move the right hand column to the appropriate option in the left hand column.

⋮ Domestic Violence or Dating Violence	Umbrella term including Quid Pro Quo, Hostile Environment, Sexual Assault, Domestic Violence, Dating Violence, and Stalking.
⋮ Hostile Environment	Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person access to the University's education programs and activities.
⋮ Sexual Harassment	Often involves nonconsensual penetration.
⋮ Sexual Assault	Violence committed by a current or former spouse or intimate partner of the victim.
⋮ Stalking	Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: fear for their safety or the safety of others, or suffer substantial emotional distress.

Question

05/15

As an employee, a student comes to you and states they have been sexually assaulted, but tells you they don't want any resources and asks you keep it confidential. In that case, you do not have to report it.

☐ True

☐ False

Question

06/15

Prof. Smith asks Riley, a graduate student, to stay after class. Smith tells Riley that Smith is attracted to Riley and asks if Riley would like to go out for drinks. Smith also adds if Riley goes out with Smith, Smith could make sure Riley does well in the class. Riley thinks Smith is cute so agrees. Is this Sexual Harassment?

- ☐ Yes, because Prof. Smith is in a position of authority over Riley and is offering a better grade in exchange for a date.
- ☐ No, because Riley agreed to go out with Smith.
- ☐ No, because Smith did not try to sexually assault Riley.

Question

07/15

Several students attend a university sponsored conference in another state. While at the conference, one student attempts to sexually assault another student. Since this occurred off campus, and the assault was attempted, but not completed, The University of Kansas cannot take any course of action against the assailant.

☐ True

☐ False

Question

08/15

How many protected classes are identified in KU's nondiscrimination policy?

Type your answer here

Question

09/15

What are not a protected classes at The University of Kansas?

- ☐ Race
- ☐ Sexual Orientation
- ☐ Socioeconomic Status
- ☐ Veteran Status
- ☐ Religion
- ☐ Political Affiliation

Question

10/15

As a hiring manager, you are considering two external candidates for a position. Both candidates are qualified, but one candidate has more technical experience that would be particularly beneficial to the position. This candidate also has a vision impairment requiring the purchase of expensive accessibility software that would exceed your budget. Accordingly, you hire the candidate with less technical experience to avoid the added costs. Could this be discrimination?

- ☐ No, because a department is not required to incur additional expenses to accommodate an individual with a disability.
- ☐ No, because the applicant is not an employee of The University of Kansas.
- ☐ Yes, because your decision not to hire the better candidate was based on the candidate's disability.
- ☐ Yes, because hiring managers are required to hire individuals with disabilities over non-disabled applicants.

Question

11/15

You are a supervisor in a small department and on two recent occasions you have overheard employees teasing another employee about their accent. However, when you enter the room, the discussion stops, and the employee being teased has not made a report to you. Do you have a responsibility to report at this point?

- ☐ No, because you have not received a report.
- ☐ No, because the conduct stopped when you appeared, effectively ending it at the time.
- ☐ No, because you only know it occurred twice which is not frequent enough to create a hostile work environment.
- ☐ Yes, because you have access to information that could potentially be harassment or discrimination based on a protected class.

Question

12/15

If you act in good faith in reporting discrimination but an investigation does not find any inappropriate conduct occurred, you are not protected from retaliation.

☐ True

☐ False

Question

13/15

Risk prevention is

- ☐ the responsibility of the person experiencing harm.
- ☐ a one-time strategy. Once someone engages in risk prevention activities once, they are protected against sexual violence long-term.
- ☐ a group of strategies taken by a person to prevent the risk of perpetrating or experiencing violence.

Question

14/15

Support measures are:
choose all that apply

- ☐ Informal and non-punitive ways to de-escalate or resolve the situation.
- ☐ Guaranteed to occur.
- ☐ Only available if someone submits a formal complaint.
- ☐ Available to both parties involved in the situation.

Question

15/15

Which is not true?

- ☐ OCRTIX investigators determine if there was a policy violation pertaining to harassment, discrimination, sexual misconduct, and related retaliation.
- ☐ Both parties are able to have an advisor present throughout the entire OCRTIX process. Advisors can be anyone.
- ☐ OCRTIX staff receive additional training annually.
- ☐ If a Title IX case is investigated, the end result will be a hearing.
- ☐ Both parties will be informed of the outcome of any investigation, hearing, and/or appeal, as well as the options to appeal decisions.
- ☐ Not all cases are appropriate for mediation, even if both parties agree to participate.

Quiz Review

Quiz Review

1. Mandatory reporters report incidents of harassment, discrimination, and sexual misconduct to..

Mandatory Reporters are obligated to report to The Office of Civil Rights & Title IX. Although a mandatory reporter may discreetly consult with others (such as a supervisor), ultimately the report must be made to OCRTIX in a timely fashion.

2. Mandatory reporters have to report potential harassment, discrimination, and sexual misconduct they learn about while in their university role that...

All responses are accurate. Mandatory reporters are obligated to report any instance of potential harassment, discrimination, and sexual misconduct regardless of who is impacted or where the incident occurs.

3. Only mandatory reporters can submit reports of harassment, discrimination, and sexual misconduct.

Anyone can submit reports to OCRTIX. We receive information from mandatory reporters, students, parents, community members, and more.

4. Match the term to the correct definition.

Sexual Harassment: Umbrella term including Quid Pro Quo, Hostile Environment, Sexual Assault, Domestic Violence, Dating Violence, and Stalking.

Hostile Environment: Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person access to the University's education programs and activities.

Sexual Assault: Often involves nonconsensual penetration.

Domestic Violence or Dating Violence: Violence committed by a current or former spouse or intimate partner of the victim.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: fear for their safety or the safety of others, or suffer substantial emotional distress.

5. As an employee, a student comes to you and states they have been sexually assaulted, but tells you they don't want any resources and asks you keep it confidential. In that case, you do not have to report it.

As a University of Kansas employee, you would be required to report all claims of sexual assault to the Office of Civil Rights & Title IX. If concerned, you're welcome to contact The Office of Civil Rights & Title IX to talk through realities pertaining to privacy and confidentiality and discuss various options with the student.

6. Prof. Smith asks Riley, a graduate student, to stay after class. Smith tells Riley that Smith is attracted to Riley and asks if Riley would like to go out for drinks. Smith also adds if Riley goes out with Smith, Smith could make sure Riley does well in the class. Riley thinks Smith is cute so agrees. Is this Sexual Harassment?

Offering a better grade in exchange for a date is an example of quid pro quo sexual harassment.

7. Several students attend a university sponsored conference in another state. While at the conference, one student attempts to sexually assault another student. Since this occurred off campus, and the assault was attempted, but not completed, The University of Kansas cannot take any course of action against the assailant.

Even though the incident occurred off-campus, you should report the assault to KU's Office of Civil Rights & Title IX. If requested, OCRTIX can investigate the incident and ensure that interim measures are put in place to prevent any further instances during the investigation and thereafter. If a violation of policy is found, the University can take disciplinary action against the student, regardless of where the incident occurred.

8. How many protected classes are identified in KU's nondiscrimination policy?

The University of Kansas prohibits discrimination based on sex, race, color, ethnicity, national origin, age, religion, disability, ancestry, sexual orientation, gender expression, gender identity, genetic information, marital status, parental status, and veteran's status.

9. What is not a protected class at The University of Kansas?

The University of Kansas prohibits discrimination based on sex, race, color, ethnicity, national origin, age, religion, disability, ancestry, sexual orientation, gender expression, gender identity, genetic information, marital status, parental status, and veteran's status.

10. As a hiring manager, you are considering two external candidates for a position. Both candidates are qualified, but one candidate has more technical experience that would be particularly beneficial to the position. This candidate also has a vision impairment requiring the purchase of expensive accessibility software that would exceed your budget.

Accordingly, you hire the candidate with less technical experience to avoid the added costs.

Could this be discrimination?

While a hiring manager is not required to give hiring preference to an individual with a disability, it is discriminatory not to hire the individual because they have a disability or because that disability would require an accommodation, so long as the accommodation is reasonable and not an undue burden. The cost associated with purchasing assistive technology would not ordinarily be considered unduly burdensome on a department.

11. You are a supervisor in a small department and on two recent occasions you have overheard employees teasing another employee about their accent. However, when you enter the room, the discussion stops, and the employee being teased has not made a report to you. Do you have a responsibility to report at this point?

As a mandatory reporter, even though no one informed you of the behavior, you are aware of it through your own observations. Given the nature of the behavior, this could be considered harassment or discrimination based on a protected class. You would need to report this incident to the Office of Civil Rights & Title IX.

12. If you act in good faith in reporting discrimination but an investigation does not find any inappropriate conduct occurred, you are not protected from retaliation.

Anyone who files a report with the Office of Civil Rights & Title IX or otherwise participates in the investigative process is protected from retaliation, regardless of the outcome of the complaint or investigation.

13. Risk prevention is a group of strategies taken by a person to prevent the risk of perpetrating or experiencing violence.

14. Support measures are Informal and non-punitive ways to de-escalate or resolve the situation and available to both parties involved in the situation.

15. Which is not true?

OCRTIX investigators determine if there was a policy violation pertaining to harassment, discrimination, sexual misconduct, and related retaliation.

CONTINUE

Thank you for completing the OCRTIX Training.

**If you have any questions regarding the
information in this training, please contact
civilrights@ku.edu.**

EXIT COURSE