INCIDENT OF SEXUAL VIOLENCE, SEXUAL HARASSMENT, OR GENDER-BASED HARASSMENT OCCURS AND YOU WANT TO DO SOMETHING ABOUT IT?

FILE A TITLE IX REPORT

ARE YOU A MANDATED REPORTER?

NO

ETHICSPONT
3RD PARTY HOTLINE
866-974-8411
SECURE.ETHICSPONT.COM

OR
ONLINE TITLE IX INCIDENT REPORT
USF.EDU/DIVERSITY/TITLE-IX

NOT SURE? SEE BACK PAGE

YES

FILE A TITLE IX REPORT
USF.EDU/DIVERSITY/TITLE-IX/REPORTING.ASPX

PROCESS AFTER EVENT HAS BEEN REPORTED

EMAIL FROM THE TITLE IX OFFICE OFFERING INFORMATION SESSION
(DOES NOT START THE FORMAL COMPLAINT PROCESS. OPPORTUNITY TO PROVIDE INFORMATION/RESOURCES, ASK QUESTIONS, AND DECIDE IF YOU WANT TO MOVE FORWARD, OR STOP)

MORE FORWARD?

NO

REPORT CLOSED. CAN OPEN AT LATER DATE, IF YOU CHOOSE

YES

FORMAL COMPLAINT PROCESS

INFORMAL COMPLAINT PROCESS

Certain USF System employees, known as Campus Security Authorities (CSAs), are mandated under federal law to report such crimes and their location per the Clery Act. The victim’s name and identifiers are anonymous. CSAs include, but are not limited to RAs, academic advisors and student activity coordinators.
Supervisory employees and Responsible Employees are required to promptly report allegations, reports, or instances of sexual harassment (including sexual violence) by or against any USF System Employee(s), Student(s), or group(s). Supervisory employees and responsible employees include:

- Administrative Personnel, or any employees who supervise one or more individual employees and may include, but is not limited to:
  - Deans, Directors, Department Chairs, Coordinators, Unit Heads, Managers, and Principal Investigators.
- All faculty (including adjunct faculty) if the report is from a student or if the incident involves a student.
- All staff, and temporary employees who regularly supervise one or more employees or students.
- All employees in the following departments or organizational units:
  - Office of Diversity, Inclusion, and Equal Opportunity
  - Office of the General Counsel - University Audit & Compliance
  - Office for Student Rights and Responsibilities
- USF System Title IX Coordinator, Senior Deputy Title IX Coordinator, Deputy Title IX Coordinators & Liaisons and Title IX Investigators
- All athletic directors, athletic coaches, athletic trainers, and employees in athletics compliance
- Residential life resident assistants and resident life coordinators
- Graduate assistants, teaching assistants, and research assistants
- Employees who are advisors to officially-recognized student organizations
- Academic advisors, faculty advisors, and program advisors

The University Police Department (UPD) is required to promptly report to DIEO or OSRR, as appropriate, a complaint of sexual harassment, including sexual violence, at the time a person directly files a complaint with the UPD and at the conclusion of any UPD process.

Notice of Nondiscrimination: Pursuant to Title IX, the University does not discriminate on the basis of sex in educational programs or activities that it operates. Such protection extends to both employees and students. Any questions or inquiries concerning Title IX, policies, procedures, or the application of Title IX at the University may be referred to the Title IX Coordinator, Senior Deputy Title IX Coordinator, or to any of the University’s Deputy Title IX Coordinators. The most up-to-date information regarding Title IX and other University resources are available on the Office of Diversity, Inclusion, and Equal Opportunity’s website at www.usf.edu/Diversity. When appropriate, the University will take steps to prevent the recurrence of harassment, including sexual violence, and to correct any discriminatory effects of harassment on the complainant and others.