

# Responding to Student Disclosures

## RESPONSIBLE EMPLOYEES

As members of the UConn community, each one of us is responsible for maintaining a safe, respectful, and non-discriminatory learning, living, and working environment. In carrying out their reporting responsibilities, **Responsible Employees** play an important role in upholding these values.

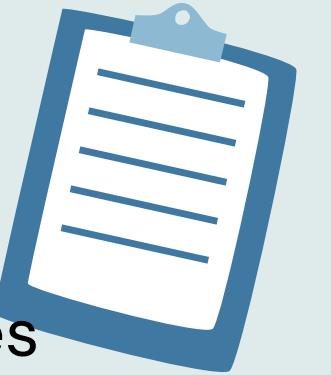
### What constitutes a Disclosure?

In this context, Disclosure is when a Student shares information about **Sexual Assault (SA)**, **Intimate Partner Violence (IPV)**, and/or **Stalking (S)**, regardless of whether the incident or experience happened recently, previously, or is ongoing.



### Am I a Responsible Employee?

The vast majority of UConn Employees—including but not limited to: Faculty, Staff, Graduate Assistants, and Undergraduate Resident Assistants—are designated Responsible Employees. Exceptions are limited to: Confidential Employees (i.e. medical care and mental health providers) and Designated Confidential Employees (i.e. cultural center staff, professional staff in the Office for Diversity and Inclusion, and Ombuds).



### What is required of Responsible Employees?

Responsible Employees are required to share all known details of a disclosure with the Office of Institutional Equity (OIE) upon receipt.

### Why have I been designated a Responsible Employee?

The University has designated Responsible Employees to serve in positions whereby they ensure that impacted Students receive timely and accurate information about support resources and reporting options, should they wish to pursue those avenues. Responsible Employee reporting helps inform the University of the incidents effecting our students on and off campus so the University can track patterns, respond to trends, and formulate appropriate campus-wide responses with the goal of making the campus a more safe, equitable, and inclusive environment.

## Response Steps and Tips

### STEP 1: CARE 🤝

- Practice empathetic listening
- Let the Student disclosing set the pace and tone of the conversation
- Withhold judgment
- Avoid questions or statements that imply fault or blame
- Stay aware of your biases and assumptions
- Pay attention to the Student's verbal and non-verbal cues

### STEP 2: INFORM 🗨️

- Remind the Student of your reporting responsibilities at an appropriate time
- Explain the purpose of your reporting responsibility
- Inform the Student that they may receive outreach from a University administrator regarding resources and reporting options, and it is their choice to respond

### STEP 3: CONTACT 📞

- Promptly notify OIE
  - **Email:** [equity@uconn.edu](mailto:equity@uconn.edu)
  - **Online form:** <https://equity.uconn.edu/reporting-form/>
  - **Phone:** 860-486-2943
- Be prepared to share all details known to you, including:
  - names
  - dates
  - location

### What to Consider Saying

- "Thank you for sharing this with me."
- "I'm sorry you are going through such a difficult time."
- "I care about you and your experience."
- "How can I best support you?"
- "Are you feeling (emotionally and physically) safe?"
- "I have a responsibility to notify OIE. This information sharing is meant to ensure that you will receive the appropriate level of assistance, support, and/or University resources, should you wish" (i.e. the purpose of your reporting responsibility)

### What to Avoid Saying

- Commands or questions that demand or pry for more information than the Student readily reveals (e.g. "Tell me every detail from beginning to end.")
- Questions or statements that imply fault (e.g. "Why/how did you let this happen?")
- Questions that invalidate the Student's experience (e.g. "Are you sure you're remembering everything correctly?")
- Statements that promise outcomes that are outside of your control (e.g. "There's no way he/she/they won't get expelled.")
- Directive statements that include the word 'should' (e.g. "You should tell your parents" or "You should definitely report to the police.")

## What Happens Next

Following receipt of a report, the student will be offered supportive measures (e.g. housing and classroom modifications) and connected with support resources. It is the student's choice to respond or engage with those resources. OIE and/or the Office of Community Standards will determine the appropriate investigatory action based on the wishes of the student, level of detail provided, and if there is any risk to individual or community safety. **Students do not need to pursue an investigation to receive supportive measures from the University.**



# Title IX Resource Guide for Students – Storrs Campus



## Confidential

Confidential Resources maintain that nothing will be shared without your express permission, except in rare circumstances



## Designated Confidential



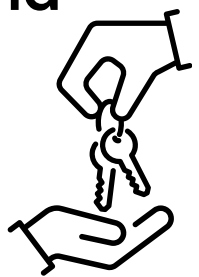




Designated Confidential Employees provide information about resources, supportive measures, and how to report should you so choose. Nothing you disclose will be shared with the University without your express permission, except in rare circumstances (i.e. minor involved or imminent safety concern)



## 24/7

Services available every day, all day



## Counseling, Support, and Advocacy

<p><b>Student Health &amp; Wellness – Mental Health Services</b></p>  	<p>Arjona Building, 4th Floor 860.486.4705   <a href="mailto:studenthealth@uconn.edu">studenthealth@uconn.edu</a></p>	<ul style="list-style-type: none"> <li>• Immediate crisis support</li> <li>• Individual and group therapy</li> <li>• Appointment, walk-in, and after-hours emergency therapy available</li> </ul>
<p><b>Dean of Students Office</b></p>	<p>Wilbur Cross Building, 2nd Floor 860.486.3426   <a href="mailto:dos@uconn.edu">dos@uconn.edu</a></p>	<ul style="list-style-type: none"> <li>• Facilitates implementation of supportive measures, including modifications to class schedules, rescheduling exams, housing reassignment, on-campus work schedules, leaves of absence, and more</li> <li>• Explains available resources, provides safety planning, outlines University investigation processes and provides accompaniment during reporting and investigation meetings.</li> </ul>
<p><b>Cultural Centers (CC) and Office for Diversity and Inclusion (ODI)</b></p> 	<p><b>Student Union, 4th Floor</b>  <b>African American CC</b> 860.486.3433   <a href="mailto:aacc@uconn.edu">aacc@uconn.edu</a>  <b>Asian American CC</b> 860.486.0830   <a href="mailto:asacc@uconn.edu">asacc@uconn.edu</a>  <b>Puerto Rican/Latin American CC</b> 860.486.1135   <a href="mailto:prlacc@uconn.edu">prlacc@uconn.edu</a>  <b>Rainbow Center</b> 860.486.5821   <a href="mailto:rainbowcenter@uconn.edu">rainbowcenter@uconn.edu</a>  <b>Women's Center</b> 860.486.4738   <a href="mailto:womenscenter@uconn.edu">womenscenter@uconn.edu</a></p> <p><b>311 Budds Building, 3rd Floor</b>  <b>Office of Diversity and Inclusion</b> 860.486.2422   <a href="mailto:diversity@uconn.edu">diversity@uconn.edu</a></p>	<ul style="list-style-type: none"> <li>• Provides culturally-responsive care</li> <li>• Supports students in resolving education, personal, and other barriers toward successful completion of their academic goals</li> <li>• Connects students with appropriate campus and community resources</li> <li>• Women's Center offers:             <ul style="list-style-type: none"> <li>◦ Short-term crisis intervention, which includes safety planning, and accompaniment during reporting and investigation meetings.</li> <li>◦ Information regarding next steps following an incident, including through the University, with the police, and/or medical assistance;</li> <li>◦ A student-led, gender inclusive In Power Support Group for victim-survivors at any point in their healing process                 <ul style="list-style-type: none"> <li>▪ Contact <a href="mailto:in-power@uconn.edu">in-power@uconn.edu</a> for meeting times</li> </ul> </li> </ul> </li> </ul>
<p><b>Connecticut Alliance to End Sexual Violence</b></p>  	<p><b>Statewide Hotline: 1.888.999.5545</b>  <b>Spanish Hotline: 1.888.568.8332</b></p>	<ul style="list-style-type: none"> <li>• No-cost crisis intervention and trauma-informed counseling to victim-survivors and their loved ones in-person, via phone, or via Zoom</li> <li>• Immediate accompaniment to the hospital or Student Health &amp; Wellness – Medical Services for victim-survivors who wish to seek medical care, including Sexual Assault Forensic Examination</li> <li>• Legal and judicial advocacy for victim-survivors who wish to report to law enforcement</li> <li>• All services are free and confidential</li> </ul>
<p><b>Connecticut Coalition Against Domestic Violence (CCADV)</b></p>  	<p><b>Statewide Hotline: 1.888.774.2900</b>  <a href="mailto:safeconnecticut@ctccadv.org">safeconnecticut@ctccadv.org</a></p>	<ul style="list-style-type: none"> <li>• Crisis counseling to victim-survivors of dating, intimate-partner, and domestic violence</li> </ul>

## Reporting and Safety

<p><b>UConn Police Department (UCPD), State, or Local Police</b></p>	<p>860.486.4800 or 911 <a href="mailto:publicsafety.uconn.edu">publicsafety.uconn.edu</a></p>	<ul style="list-style-type: none"> <li>• Report an incident with or without filing charges</li> <li>• Manages all criminal investigations for on-campus crimes</li> <li>• Provides safety-related supportive measures (e.g. increased security, monitoring certain areas of campus)</li> <li>• For off-campus criminal matters, state or local police have jurisdiction based on the location where the incident(s) occurred. If you are unsure where to begin or whom to call, UCPD can assist you.</li> </ul>
<p><b>Office of Community Standards</b></p>	<p>Wilbur Cross Building, Garden Level Rm 30 860.486.8402   <a href="mailto:community@uconn.edu">community@uconn.edu</a></p>	<ul style="list-style-type: none"> <li>• Addresses potential violations of The Student Code</li> <li>• Investigates matters where the Respondent is a student</li> <li>• Implements University no contact orders</li> </ul>
<p><b>Office of Institutional Equity</b></p>	<p>Wood Hall, 1st Floor 860.486.2943   <a href="mailto:equity@uconn.edu">equity@uconn.edu</a></p>	<ul style="list-style-type: none"> <li>• Administers <i>The Policy Against Discrimination, Harassment, and Related Interpersonal Violence</i></li> <li>• Manages investigations where the Respondent is an employee</li> <li>• Liaises with appropriate offices regarding implementation of supportive measures</li> </ul>

## Medical Care

<p><b>Student Health &amp; Wellness – Medical Care</b></p>  	<p>Hilda May Williams Building  <b>On-Call Advise Nurse: 860.486.4700</b>  <b>Appointment Desk: 860.486.2719</b></p>	<ul style="list-style-type: none"> <li>• No-cost Sexual Assault Forensic Examinations</li> <li>• Crisis and follow-up care (e.g. medical exams, STI, and/or pregnancy testing)</li> </ul>
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For more information, please visit [www.titleix.uconn.edu](http://www.titleix.uconn.edu) or contact the Office of Institutional Equity (OIE)