

Mandatory Reporter Policy

2023 - 2024

I. Purpose

The University is deemed to have notice of sex discrimination, including sexual harassment

Title IX of the Education Act of 1972 when a responsible employee knew, or should have known about the conduct. When the University has notice, it is responsible to stop the sex discrimination and where applicable, prevent its recurrence, and remedy its effects. The purpose of this policy is to define who is a responsible employee, referred to as a Mandatory

discrimination and how the report must be made.

II. Scope

This Policy is applicable to all individuals defined under the Policy as a Mandatory Reporter. The Policy also provides important information for all members of the University community.

III. Definitions

Mandatory Reporter¹: The following are Responsible Employees who are mandated to comply with the reporting procedures of this Policy:

All University staff who have responsibility for organizing or supervising student and campus activities, such as work study supervisors, domestic and international program leaders, and coaches/ assistant coaches;

All Student Life staff;

All faculty of the College;

All full and part-time faculty of University programs;

All full and part-time staff of University programs;

Equity, Equal Opportunity, and Title IX personnel;
The Vice Chancellor and University Cabinet;
Lay people working

Individuals who are **not** Mandatory Reporters may report, unless prohibited by a legal privilege or legally required confidentiality. The University encourages reports of sex discrimination in order to provide an appropriate response and support to students and colleagues. The following are not Mandatory Reporters:

Most students, with the few clearly designated positions identified above as Mandatory Reporters;
Ordained Clergy when information is disclosed to the clergyperson in their professional capacity as clergy;
Licensed health care personnel with patient-client privilege rights who are serving in their official capacity at the time of a report;
Licensed attorneys who are serving in their official capacity at the time of a report.

Actual Knowledge

any official who has the authority to institute corrective measures on behalf of the University. **Officials with Authority (OWA)** are persons with authority to institute corrective measures or persons required to report sexual harassment, sex discrimination, or prohibited conduct of a sexual nature that may fall under this Policy. Officials With Authority to institute corrective measures are limited to the Title IX Coordinator, The Dean of Students, The Dean of the School of Theology, The Dean of the College, the Dean/Director of Graduate Programs, Human Resources, University President and Provost, and the Sewanee Police Department. Actual knowledge (or notice) r

