

Employee's Duty to Report

→ Equity Issues

All faculty and staff* must report to the Office of Equity & Title IX any knowledge of discrimination, sexual harassment, sexual assault, or sexual misconduct that occurred to someone within our community.

Reminder: It is important to inform any and all parties of your obligation to report as a responsible employee. If confidentiality is requested, refer them immediately to the Counseling Center.

*Confidential employees (Licensed Counselors/Psychologist working in the Counseling Center) can maintain confidentiality and will only report if the person who seeks their assistance requests that a report be made or if the employee has a professional or legal obligation to do so.

WHAT YOU

HEAR, SEE, OR READ

- Discrimination
 - Denial of promotion, exclusion from groups
- Harassment
 - Insensitive, repetitive "jokes", disparaging remarks
- Retaliation
 - Any adverse action taken against someone for engaging in or exercising their rights. ex: derogatory social media posts

HOW TO RESPOND

- Listen without judgement
 - Remind them you have a duty to connect to the office of Equity & Title IX
- Safety questions only
 - Do you feel safe on campus?
 - What would help you feel more safe?
- If one's physical safety is an issue, call Public Safety (909) 748-8888

REFER THE PERSON

- Confidential resources & emotional support
 - Counseling Center (909) 748-8108
- Medical support
 - Timely Care
 - Redlands Community Hospital
 - Dial 911 or text to "911"

HOW TO REPORT TO THE OFFICE OF EQUITY & TITLE IX

- File an Equity Report on the UoR website
- Call the Office of Equity & Title IX (909) 748-8916
- Contact Catherine Calhoun, Director of Equity & Title IX Coordinator (909) 748-8916 or catherine_calhoun@redlands.edu

