

AS A BARTON EMPLOYEE, YOU ARE A MANDATORY REPORTER

YOUR DUTY:

Under the College's mandatory reporting policy (Police 1132), **ALL EMPLOYEES, except the College nurse and mental health counselor, are mandatory reporters of civil rights equity violations.** The primary purposes for reporting this information to the Title IX Coordinator is to insure the impacted party receives information about rights and resources, and that the College is able to respond appropriately, and may aid in identifying patterns of concern to inform prevention efforts and/or accountability. Not all reported incidents lead to further action or a disciplinary process.

HOW TO REPORT:

- **You may report by email, by phone, electronically or in person, within 24 hours.**
- Notify the Title IX Coordinator, Cheryl Brown, at 620-786-7441, brownc@bartonccc.edu or in L-138 in the Library.
- File a report online at https://docs.google.com/forms/d/e/1FAIpQLScad7OzvaesNk3xX-1xqFZouGUjseSP2XRFjfro1ffg_OPPPA/viewform Please note that employees must identify themselves.

WHAT TO REPORT:

You do not have to decide if behavior violates Title IX; that is the job of the Title IX Coordinator. Report full details about behavior as best you can that includes, but is not limited to, the following:

- **Sexual/gender misconduct** that includes
 - Sexual harassment/discrimination
 - Quid pro quo
 - Hostile environment based on sex/gender discrimination (including non-conforming genders, etc.)
- **Sexual violence** (including sexual assault and domestic/dating/intimate partner violence, whether current or in the past),
- **Stalking**, such as:
 - being watched or followed
 - being spied on with a listening device, camera, or GPS
 - being approached in unwelcome places
 - receiving unwelcome voice, text or social media messages
 - receiving unwelcome telephone calls, including hang-us
- **Sexual exploitation**, such as:
 - sexting – can be a felony under federal and state laws. Penalties can increase greatly if victim is a minor
 - invasion of sexual privacy
 - prostituting another person, and sex trafficking
 - non-consensual digital, video or audio recording of nudity, sexual activity or private acts
 - engaging in voyeurism
 - going beyond boundaries of consent (such as letting your friend hide in closet to watch you having consensual sex)
 - knowingly exposing someone to or transmitting an STI, STD or HIV to another person
 - intentionally or recklessly exposing one's genitals/private parts in non-consensual circumstances
 - inducing another to expose their genitals
 - some forms of sexually-based stalking and/or bullying
- Pregnancy can also trigger some Title IX issues, especially with respect to accommodations. Please do not hesitate to call Cheryl Brown or Rita Thurber, the Disability Services coordinator.

WHEN SPEAKING WITH VICTIMS/WITNESSES:

- When someone begins to talk to you, or even ask if they can talk to you, **you must tell them you cannot promise confidentiality**. Only the mental health counselor and nurse can provide confidentiality.
- It is important to emphasize we want to protect privacy (i.e., share only with those who need to know, and only what they need to know).
- You can also recommend they speak directly with the Title IX Coordinator, or Deputy Coordinator.
- They are entitled to use our resources. See <https://bartonccc.edu/title-ix/resources>
- You can say: **“I appreciate your willingness to share information with me. Please know I am here to help in any way I can. As you know, I must report this to the Title IX Coordinator, and we respect your privacy. If you are comfortable speaking with me, let’s be sure we are in a private space, or we can connect you with a confidential source (mental health counselor, Family Crisis Center).”**
- **Unless there is potential for harm to others, the victim determines if they move forward with a case.**

RECOGNIZE BEHAVIORS:

- Harassing conduct may take various forms, including name-calling, graphic or written statements (including use of cell phones, Internet or other electronic means), or other conduct that may be physically threatening, harmful, or humiliating.
- Such harassment does not have to include the intent to harm, be directed at a specific target, or involve repeated incidents.
- Sex-based harassment includes sexual harassment and non-sexual harassment based on stereotypical notions of what is female/feminine vs. male/masculine, or a failure to conform to those gender stereotypes
- Bias incidents can include discrimination or expressions of disrespect motivated by bias or hate against actual or perceived protected identity (e.g., race, ethnicity, religion, national origin, gender, gender identity, sexual orientation, age, disability, etc.)
- Sex or gender based misconduct may include sexual comments, Jokes, gestures, unwanted touching, domestic/dating violence, rape sexual assault/battery, stalking or other gender-based discrimination.

DISCLOSURE OF SEXUAL VIOLENCE:

- If a person discloses recent experience of sexual violence, insure them they have a right to medical or mental health support, assistance from the College (procedures, accommodations), and/or the option to report to law enforcement, **and the option to decline to do so.**
- Validate the courage it takes to share such experience, **do not ask for details that are not necessary for an immediate response. Asking for such details can traumatize the person.**

Nondiscrimination Statement: To provide equal employment, advancement and learning opportunities to all individuals, employment and student admission decisions at Barton will be based on merit, qualifications, and abilities. Barton County Community College does not discriminate on the basis of any characteristic protected by law in all aspects of employment and admission in its education programs or activities. Any person having inquiries concerning Barton County Community College’s non-discrimination compliance policy, including the application of Equal Opportunity Employment, Titles IV, VI, VII, IX, Section 504 and the implementing regulations, is directed to contact the College’s Compliance Officer, Barton County Community College, Room A-123, Great Bend, Kansas 67530, (620) 792-2701. Any person may also contact the Director, Office of Civil Rights, U.S. Department of Education, Washington, DC 20201.