

To: All University Employees  
From: Paul M. Deluca, Jr., Provost and Vice Chancellor for Academic Affairs  
Re: **I. Mandatory Sexual Assault Reporting**  
**II. Sexual Harassment/Consensual Relationships Information**  
**III. Title IX Compliance Responsibilities**

The University of Wisconsin-Madison strongly supports efforts to create a safe and positive campus climate for people to work and study. I ask that you take a few minutes to review this information.

Becoming familiar with the resources described here will help you respond appropriately, compassionately and effectively if you are approached by a student or fellow employee who experiences discrimination, sexual harassment, dating or domestic violence, stalking, or sexual assault. This letter also describes your obligation to report sexual assault in accordance with campus policy and state law and addresses expectations and resources available to comply with Title IX of the Education Amendments of 1972. Contact information for campus officials can be found at the end of this memo.

### **I. Mandatory Sexual Assault Reporting**

One important way we measure progress toward our goal of creating a safe and positive environment for work and study is to record and report incidents of sexual assault. Wisconsin law (Chapter 36.11(22), Wisconsin Statutes) requires that UW-Madison report annually to UW System Administration the number of sexual assaults that occurred on campus and in certain surrounding areas. For UW-Madison to comply with state law, we need the cooperation of all university employees.

Dean of Students Lori Berquam has articulated [Principles in Responding to Sexual Assault](#) for the Division of Student Life and our campus community. In addition, University Health Services and [EVOC](#) (End Violence on Campus) university and community partners have published a resource guide [Information for Faculty, Staff, and TAs: Sexual Assault, Dating Violence, and Stalking](#) outlining steps to take if an individual discloses his or her experience to you.

If you witness a sexual assault on the UW-Madison campus or in the immediate surrounding area, or if you receive a first hand report of sexual assault, Wisconsin law requires that you report the sexual assault to university officials, specifically the *Office for Equity & Diversity (OED) or the Dean of Students office*. This notification is **not** the same as filing a criminal report. Disclosing the victim's name is not required as part of this report.

Employees who witness or receive a first hand report of sexual assault should contact the [Office for Equity & Diversity](#), which has been designated to receive reports from employees.

Students who experience, witness, or receive a first hand report of sexual assault are strongly encouraged to contact the Dean of Students office in the [Division of Student Life](#), which has been designated to receive reports from students and will assist them in their healing process.

The Office for Equity & Diversity and Division of Student Life provide a comprehensive report annually to UW System. Recent UW-Madison reports and information about crime prevention, emergency procedures, and safety resources are posted on the [Campus Safety](#) website.

UW-Madison relies on reports from employees, students and other members of the university

community to support victims as well as to meet our legal obligations. Please contact the Office for Equity & Diversity or the Dean of Students office if you have any questions about sexual assault reporting requirements.

## II. Sexual Harassment/Consensual Relationships Information

The Sexual Harassment Information & Resources initiative is an ongoing effort to heighten campus awareness about sexual harassment and consensual relationship issues and increase our effectiveness in addressing these important concerns. At information sessions available to any campus unit, we offer information about the law, university policies and campus resources, and provide advice on how to respond compassionately and effectively. Information session attendance is required for all faculty and staff with Limited Appointment titles.

Our [Sexual Harassment Information & Resources](http://www.oed.wisc.edu/sexualharassment/) website (<http://www.oed.wisc.edu/sexualharassment/>) and companion brochure, *Sexual Harassment: Defining and Addressing a Community Concern*, explain the University of Wisconsin-Madison's policies on sexual harassment and consensual romantic or sexual relationships. They provide information and guidance on what to do if an individual is harassed, accused of harassment, or contacted by someone who believes he or she has been harassed. In addition, they highlight responsibilities of individuals in positions of authority (principal investigators, supervisors, managers, department chairs, directors, and deans). Both web and print materials include additional information about campus safety, sexual assault reporting requirements, and resources for preventing and responding to sexual assault. The policy on consensual relationships is found at <http://www.secfac.wisc.edu/governance/legislation/Pages300-399.htm#307>.

The University of Wisconsin-Madison is committed to prevention and will take prompt and appropriate action whenever it learns that sexual harassment has occurred. You are encouraged to report incidents or concerns to your supervisor, manager, department chair, director, or dean for appropriate action and resolution. Sexual harassment (and other prohibited harassment or discrimination) also may be reported to the Office for Equity & Diversity, or to campus administrative offices identified in our Sexual Harassment Information and Resources website and brochure. You may contact any [resource](#) for information and assistance.

Please address questions about this campus-wide initiative to Luis Pi-ero.

If you wish to schedule a sexual harassment information session for your unit, please contact Patricia Carol, Office Manager, Office of the Provost, [plcarol@provost.wisc.edu](mailto:plcarol@provost.wisc.edu), 262-5246.

## III. Title IX Compliance Responsibilities

Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. §§ 1681 *et seq.*, and its implementing regulations, 34 C.F.R. Part 106, prohibit discrimination on the basis of sex in education programs or activities operated by recipients of Federal financial assistance. Sexual harassment of students, which includes acts of sexual violence, is a form of sex discrimination prohibited by Title IX. UW-Madison prohibits discrimination in employment and all University programs and activities on a wide variety of grounds, including discrimination on the basis of sex. These prohibitions are outlined in University policies and procedures; a list of bases for filing a complaint alleging discrimination with the University can be found at: [www.oed.wisc.edu](http://www.oed.wisc.edu).

The University provides a variety of resources concerning sex discrimination and sexual harassment. Students inquiring about sex discrimination, including sexual harassment, or about how to file a complaint of discrimination on these bases, should be directed to the appropriate University resource including the campus Title IX Coordinator, the Special Assistant to the

Provost/Complaint Investigator or to the Division of Student Life.

A complaint procedure for individuals who believe they have been discriminated against on the bases covered by UW-Madison, including sex discrimination and sexual harassment is available at, <http://www.oed.wisc.edu/dishar.html>. Faculty, staff, students, and visitors to campus who wish to file a complaint or have questions about the complaint procedures may contact Luis Piñero, campus Title IX Coordinator or Stephen Appell, Special Assistant to the Provost/Complaint Investigator.

Additional Title IX information and resources are available at, <http://www.oed.wisc.edu/titleIX.html>.

**University Officials :**

Luis Piñero, Assistant Vice Provost for Workforce Equity & Diversity; Director, Office for Equity and Diversity; Title IX Coordinator

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