

## Title IX Resource Card

*Resources and Policies for  
Faculty, Staff, and Students*

### Sexual Misconduct:

- Sexual Harassment
- Sexual Assault
- Domestic Violence
- Dating Violence
- Stalking

For more information,  
see the Policy on:

*Sex/Gender Harassment, Discrimination,  
and Misconduct at*

<http://www.earlham.edu/policies-and-handbooks/general/>

### If Someone Tells You They Have Experienced Sexual Misconduct

#### What to Do

1. The person's health and safety should be your primary concern. If the person's safety is an immediate concern, contact the Police at 911 or the Dept. of Public Safety at 765-983-1400.
2. If someone tells you that they have experienced sexual misconduct including: sexual harassment, sexual assault, domestic violence, dating violence, or stalking, first offer them support. Listen to them and encourage them to seek help and counseling as soon as possible.
3. **Tear this card at the perforation.** Keep this half of the card for your information, and provide the other half to the person who has experienced misconduct.
4. If you are a College employee, report the incident to Title IX Coordinator, Leah Reynolds, at 765-983-1346 as directed on the back of this card.
5. If there is any question about how to proceed after a conversation with someone who has experienced misconduct, you can call and consult with the Title IX Coordinator.

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### If You Have Experienced Sexual Misconduct

#### What to Do

A person who experiences sexual misconduct **should consider** the following immediate actions:

- Contact the Dept. of Public Safety at 765-983-1400 or law enforcement at 911.
- Seek medical attention at Student Health Services or Reid Health.
- Report the situation to the Title IX Coordinator, Leah Reynolds at 765-983-1346.
- Contact a trained, experienced counselor (see reverse side) or other confidential resources.
- Contact parents, relatives, or close friends for support.
- You don't have to choose a course of action immediately, but consider preserving evidence in a paper bag in case you choose to pursue charges. Possible evidence might be physical (clothing, bedding, letters, etc.) or electronic (photos, emails, text messages, etc.)

#### What to Know

- You set the pace
- You have the right to choose to whom you will speak, what resources you will use, what you will say, and when you will say it.
- There are many resources available to help you, both at the College and in the community (see reverse side).
- It is **your choice** whether to name the other person(s).
- Your information will be kept **private** and only shared with those who need to know. We want to take care of you and keep you safe, and we want to make sure that others in the community are safe.
- Earlham College prohibits sexual misconduct, including sexual harassment, sexual assault, domestic violence, dating violence, and stalking.

## If You Have Been Sexually Assaulted, Harassed, or Discriminated Against

### On Campus Resources

Dept. of Public Safety (24 hours) 765-983-1400  
• Public Safety Officer  
• Student Life staff member on call

Title IX Coordinator, Leah Reynolds, 765-983-1346

Office of Religious Life - **Confidential** 765-983-1386

Health Services – **Confidential** 765-983-1328

Counseling Services – **Confidential** 765-983-1432

Office of Student Life 765-983-1311

Policy on Sex/Gender Harassment, Discrimination, and Misconduct found under General Policies at: <http://www.earlham.edu/policies-and-handbooks/general/>

### Community Resources

Richmond Police (24 hrs.)  
911 (emergency) or 765-983-7247

Reid Health (24 hrs.) 1100 Reid Pkwy, Richmond, IN  
765-983-3000

#### **Confidential:**

Genesis Crisis Center 15 S. 11th St., Richmond, IN  
(24 hrs.) 765-935-3920 or 800-886-4508

Intimate Partner Violence and Stalking  
(24 hrs.) 800-464-8340

National Sexual Assault Hotline: RAINN (Rape, Abuse, and Incest National Network)  
(24 hrs.) 800-656-HOPE (4673) or [rainn.org](http://rainn.org)

National Resource Center on Domestic Violence Hotline:  
(24 hrs.) 800-799-SAFE (7233)

## If Someone Tells You They Have Experienced Sexual Misconduct

### Who Needs to Report?

All College employees who have been designated as a Responsible Employee, including student staff members for Residence Life, and all Teaching Assistants, are required to report incidents of sexual misconduct to the Title IX Coordinator.

The only exceptions are those few employees who operate with statutorily-protected confidentiality (Health Services, Counseling Services, Office of Religious Life). If you have any questions about whether to report, please call the Title IX Coordinator.

### Why Do Employees Need to Report?

- To ensure that the complainant has access to all of the available resources.
- To help identify individuals displaying patterns of disrespectful or illegal behavior.
- To identify and address any trends or systematic problems.
- To keep our campus safe.

### What to Say

- There are many resources available to help you, both at the College and in the community. Some resources are strictly confidential.
- College employees are required by law to contact the Title IX Coordinator who can meet with you to help you take care of your own personal safety and your physical and emotional well-being, direct you to resources, and explain your options if you want the College to take action.
- The Title IX Coordinator will keep your information private and will only share it with those who need to know. You have the right to choose to whom you will speak, what resources you will use, what you will say, and when you will say it.

### Non-retaliation Policy

It is a violation of College policy to retaliate in any way against a student or employee because he/she/zi/they raised allegations or was accused of sexual harassment, sexual assault, domestic violence, dating violence, or stalking.