

WHAT IS SEXUAL HARASSMENT?

AGGRESSIVE BEHAVIOR

Sexual harassment is a violation of physical, psychological, and spiritual well-being. Sexual harassment can leave a victim feeling unsafe, confused, and scared. When someone reports sexual harassment to you, you may help the victim by creating a safe environment and listening to them. You also have obligations as a Responsible University Employee under Title IX and the APSU Policy on Harassment, Discrimination, and Harassment Based on Sex (Including Pregnancy, Sexual Orientation, and Gender Identity/Expression).

The purpose of this guide is to advise you of the resources available, the procedures in place, and the responsibilities you have if you are in a situation where a student discloses they have been a victim of sexual harassment.

If a student discloses sexual harassment, it is often difficult to know how to react. Faculty and staff members should determine for themselves their personal comfort levels with becoming involved with student problems. Becoming the main source of support can be overwhelming and even frightening.. It is important that you know your own limitations in providing assistance to students and that you are aware of times when the best option would be a referral. It is also important that you know and are able to communicate to students your obligations to report sexual harassment to the Title IX Coordinator.

The office of Student Counseling Services provides consultation services to the entire APSU community and can assist you in making an effective referral.

- **Do your best to stay calm and attentive to the immediate needs of the student.**
- **Create an environment that is respectful, private, and non-judgmental.**
- **Ensure that the student is not at immediate risk of harm. If so, the police should be contacted immediately at 931-221-7786.**
- **Take a supportive stance. Comments like, “What were you wearing?” or “Why would you go along with someone like that?” or “You shouldn’t have . . .” are not helpful and can further victimize the student.**

CHECKLIST



1. SAFETY. Assess the immediate physical and mental safety of the student. If student appears to be in danger or crisis, contact the APSU Campus Police (911 or 931-221-7786), or the Office of Counseling and Services (931-221-6162).



2. MEDICAL NEEDS. If emergency medical attention is required, students should call 911 or seek treatment at the closest emergency room. Inform of the importance of medical care to screen/treat for injuries, sexually transmitted diseases (STIs) and pregnancy. These services can be completed at Emergency Rooms or at Urgent Care facilities as a walk-in. APSU Boyd Health Center offers primary care including testing for STDs and STIs by appointment at (931-221-7107).



• **FORENSIC EVIDENCE EXAM.** All sexual assault victims should consider undergoing a forensic evidence exam “rape kit” as soon as possible and can be completed up to five days after the incident regardless of intent to press charges. All hospital emergency rooms are required to have specially trained Sexual Assault Nurse Examiners (SANE Nurse) available to provide these exams. Inform that having a rape kit exam preserves the option to prosecute but that having the exam does NOT commit an individual to press charges. The forensic exam collects evidence from the body and clothes of the victim. If the assault just happened, it is important to instruct the student not to wash, bathe, douche, or change clothes prior to requesting a rape kit exam. If student intends to complete a rape kit exam; have them bring a change of clothes to the hospital as their clothes will likely be taken into evidence.



3. VICTIM ADVOCACY and COUNSELING. Advise the student of free and confidential counseling services available through the Office of Counseling Services. The APSU Campus Police and other centers can make arrangements for victim advocacy services.

- Office of Student Counseling Services: (931) 221-6162
- Boyd Health Services: (931) 221-7107
- Sexual Assault Center: (931) 647-3632
- Centerstone (Harriet Cohn Center): (888) 291-4357
- Baptist Collegiate Ministry @ APSU: (931) 647-6940



4. STUDENT REPORTING. Whether or not the student wishes to press charges, they can and should report the incident to police. Reasons for doing this include: 1) giving the student the option of pressing charges later, 2) having an incident report on file in case the same assailant hurts someone else, and 3) making police aware of potential danger to other students. Offer referral for reporting the incident to University and local authorities:

- APSU Campus Police (911 or 931-221-7786)

5. FACULTY/STAFF REPORTING OBLIGATIONS and CONFIDENTIALITY. Do not INQUIRE about time, date, location or other incident details until you have informed the student of the following information:

- **The University will do its utmost to protect the student's privacy. The student's name and other identifying information will not be released without their permission (unless the student is in imminent danger in which case 911 should be called whether the student consents or not).**

- **University faculty/staff are obligated to report the name of the student as well as the time, date and approximate location of the incident to the Title IX Coordinator (931-221-7690).**

- **A community notice is possible in situations where the community is deemed at risk; the victim will be informed if this is to happen while preserving the victim's anonymity.**

- **The Office of Student Counseling Services can provide confidential counseling to students. Counselors are not mandated to report incidents to the Title IX coordinator. Students can be seen on an emergency and crisis basis. Call (931) 221-6162, 24 hours a day to speak with a counselor.**

