

**Mandatory Reporting Requirements for
Academic and Administrative Officers (AAOs)
Under the UI Policy on Sexual Harassment and Sexual Misconduct**

(Rev. August 2021)

All academic or administrative officers (AAOs) are mandated reporters who are required to report actual or suspected sexual harassment (including sexual assault, stalking, and dating and domestic violence), sexual misconduct, or related retaliation to the **Title IX and Gender Equity Unit** (formerly the Office of the Sexual Misconduct Response Coordinator):

1. Inform the complainant or third-party reporter of the options available under this policy (i.e., support measures, formal complaint, adaptable resolution) and that certified victim advocacy services are available from the Rape Victim Advocacy Program or the Domestic Violence Intervention Program; and,
2. Provide notice of the allegations to the Title IX and Gender Equity Unit within 2 business days; and
3. When the alleged prohibited conduct occurs in the context of the respondent's employment, provide notice of the allegations to the Senior Human Resources Leadership Representative or Associate Dean for Faculty of the unit in which the alleged conduct occurred or, when incidents do not occur within a unit, notify the Senior Human Resources Leadership Representative or Associate Dean for Faculty of the respondent.

Contact Information:

Title IX and Gender Equity unit (TIXGE): (319) 335-0705

Web: <https://diversity.uiowa.edu/division/oie>

Rape Victim Advocacy Program (RVAP): (319) 335-6000

Web: <https://rvap.uiowa.edu>

Domestic Violence Intervention Program: (319) 351-1042

Web: <https://dviuiowa.org>

Senior HR Leadership Representative: Check with your Dean/VP's office for name of representative, or see: <https://hr.uiowa.edu/administrative-services/campus-hr-community/senior-hr-leadership-council/members>

Confidential Resources:

- Rape Victim Advocacy Program (RVAP): (319) 335-6000
Web: <https://rvap.uiowa.edu>
- Office of the Ombudsperson: (319) 335-3608
Web: <https://www.uiowa.edu/ombuds/>
- Employee Assistance Program (for employees): (319) 335-2085
Web: <https://hr.uiowa.edu/employee-well-being/employee-assistance-program>
- University Counseling Service (for students): (319) 335-7294
Web: <https://counseling.uiowa.edu/students/>
- Women's Resources and Action Center (WRAC): (319) 335-1486
Web: <https://wrac.uiowa.edu/>
- Domestic Violence Intervention Program (DVIP): (319) 351-1042
Web: <https://www.dvpiowa.org/> 24 hr hotline: (800) 373-1043

Community Confidential Resources:

- Monsoon Asian and Pacific Islanders in Solidarity (319) 466-9000
Web: <https://monsooniowa.org> 24 hr helpline: (866) 881-4641
- Nissa African Family Services (319) 338-7617
Web: <http://nisaa-afs.org> 24 hr helpline: (844) 269-6203
- CommUnity Crisis Services (319) 351-0140
Web: <https://builtbycommunity.org/> Crisis line/text: (855) 235-4296

Policy Links:

- *UI Policy on Sexual Harassment and Sexual Misconduct:*
Web: <https://opsmanual.uiowa.edu/community-policies/sexual-harassment-and-sexual-misconduct>
- *UI Policy on Consensual Relationships Involving Students:*
Web: <https://opsmanual.uiowa.edu/community-policies/consensual-relationships-involving-students>

Additional Campus Resources (non-confidential):

- Threat Assessment Program: (319) 384-2955
Web: <https://hr.uiowa.edu/threat-assessment>
- Office of the Dean of Students: (319) 335-1162
Web: <http://dos.uiowa.edu/>
- UI Police Department: (319) 335-5022 (non-emergencies)
Web: <http://police.uiowa.edu/> 911 (for emergencies only)
- Office of the Provost: (319) 335-3565
Web: <http://provost.uiowa.edu>



**Division of Diversity, Equity,
and Inclusion**

Office of Institutional Equity