Mandatory Reporting Requirements for
Academic and Administrative Officers (AAOs)¹
Under the UI Policy on Sexual Harassment
(Rev. August 2020)

<table>
<thead>
<tr>
<th>Status of Reported Impacted Party</th>
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<tbody>
<tr>
<td><strong>If Student</strong></td>
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<tr>
<td>• Inform the impacted party of Rape Victim Advocacy Program’s (RVAP) services or Domestic Violence Intervention Program (DVIP) including certified victim advocates.</td>
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<tr>
<td>• Refer the impacted party to the Office of the Sexual Misconduct Response Coordinator (OSMRC).</td>
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<td>• Notify the Office of the Sexual Misconduct Response Coordinator (OSMRC) yourself within two business days.</td>
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<tr>
<td><strong>If Staff or Faculty</strong></td>
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<tr>
<td>• Inform the impacted party of RVAP or DVIP services, including certified victim advocates.</td>
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<tr>
<td>• Notify the Office of the Sexual Misconduct Response Coordinator (OSMRC) within two business days AND your unit’s Senior HR Leadership Representative.</td>
</tr>
</tbody>
</table>

Obligations of AAOs who learn of possible sexual harassment (including allegations of unwelcomed sexual behavior)

Contact Information:

- **Rape Victim Advocacy Program (RVAP):** (319) 335-6000
  Web: [https://rvap.uiowa.edu](https://rvap.uiowa.edu)
- **Domestic Violence Intervention Program:** (319) 351-1042 web: [www.dvipiowa.org](http://www.dvipiowa.org)
- **Office of the Sexual Misconduct Response Coordinator (OSMRC):** (319) 335-6200 Web: [http://osmrc.uiowa.edu/](http://osmrc.uiowa.edu/)
- **Office of Equal Opportunity and Diversity (EOD):** (319) 335-0705; (319) 335-0697 (TDD) Web: [http://diversity.uiowa.edu/eod](http://diversity.uiowa.edu/eod)
- **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](https://hr.uiowa.edu/administrative-services/campus-hr-community/senior-hr-leadership-council/members)

¹ Senior Human Resources Representatives and designated Associate Deans for Faculty have additional duties to respond to reports of alleged sexual harassment, as outlined in the UI Policy on Sexual Harassment, Section 4.5 (c)
Confidential Resources:

- **Rape Victim Advocacy Program (RVAP):** (319) 335-6000
  Web: [https://rvap.uiowa.edu](https://rvap.uiowa.edu)  phone answered 24 hr/day
- **Office of the Ombudsperson:** (319) 335-3608
  Web: [http://www.uiowa.edu/ombuds/](http://www.uiowa.edu/ombuds/)
- **Faculty and Staff Services/ Employee Assistance Program** for employees): (319) 335-2085
  Web: [https://hr.uiowa.edu/employee-well-being/employee-assistance-program](https://hr.uiowa.edu/employee-well-being/employee-assistance-program)
- **University Counseling Service (for students):** (319) 335-7294
  Web: [https://counseling.studentlife.uiowa.edu/](https://counseling.studentlife.uiowa.edu/)
- **Women’s Resources and Action Center (WRAC):** (319) 335-1486
  Web: [http://wrac.uiowa.edu/](http://wrac.uiowa.edu/)
- **Domestic Violence Intervention Program (DVIP):** (319) 351-1042
  Web: [http://www.dvipiowa.org/](http://www.dvipiowa.org/)  24 hr hotline: (800) 373-1043

Community Confidential Resources:

- **Monsoon United Asian Women of Iowa** (319) 538-5207
  Web: [http://muawi.org](http://muawi.org)
- **Nissa African Family Services** (319) 333-2452
  Web: [http://nisaa-afs.org](http://nisaa-afs.org)  24 hr helpline: Web: (866) 881-4641
- **Transformative Healing** (319) 389-8430
- **CommUnity Crisis Services** (319) 351-0140
  Web: [https://builtbycommunity.org/](https://builtbycommunity.org/)

Policy Links:

- **UI Policy on Sexual Harassment:**
  Web: [http://opsmanual.uiowa.edu/community-policies/sexual-harassment](http://opsmanual.uiowa.edu/community-policies/sexual-harassment)
- **UI Policy on Sexual Misconduct Involving Students:**
- **UI Policy on Consensual Relationships Involving Students:**
  Web: [http://opsmanual.uiowa.edu/community-policies/consensual-relationships-involvingstudents](http://opsmanual.uiowa.edu/community-policies/consensual-relationships-involvingstudents)

Additional Campus Resources (non-confidential):

- **Human Resources Organizational Effectiveness:**
  - **Behavior Risk Management Team:** (319) 335-2085
    Web: [http://hr.uiowa.edu/tat/behavior-risk-management](http://hr.uiowa.edu/tat/behavior-risk-management)
  - **Threat Assessment Team:** (319) 384-2955
    Web: [http://hr.uiowa.edu/tat](http://hr.uiowa.edu/tat)
- **Office of the Dean of Students:** (319) 335-1162
  Web: [http://dos.uiowa.edu/](http://dos.uiowa.edu/)
- **UI Police Department:** (319) 335-5022 (non-emergencies)
  Web: [http://police.uiowa.edu/](http://police.uiowa.edu/)
  911 (for emergencies only)
- **Office of the Provost:** (319) 335-3565
  Web: [http://provost.uiowa.edu](http://provost.uiowa.edu)

Document prepared by the Office of Equal Opportunity & Diversity and the Office of the Provost