

## SHARING TITLE IX INFORMATION

**As a Responsible Employee**, you must immediately share any information you have regarding an incident of Sex or Gender Based misconduct involving a Guilford College student with a Title IX official.

### TITLE IX TEAM

Title IX Coordinator

**Erickia Elbert**

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Title IX Director

**Shay Harger** King 124

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Title IX Compliance and Investigation Officer

**Sherika Staton**

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### DEPUTY TITLE IX COORDINATORS

**Steve Mencarini**

Dean of Students

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**Emily Gann**

Assistant Athletic Director

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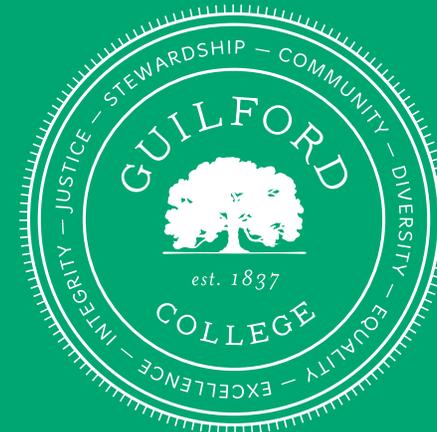
**Vanessa White**

Director of Public Safety

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## WHAT HAPPENS AFTER YOU REPORT AN INCIDENT

- First, the Title IX office will reach out to the person making the report to schedule an opportunity to meet to discuss resources available on campus to support the student, interim measures, accommodations and the Title IX process.
- This would also be the time when Title IX staff ask how they would like Guilford College to respond to the information.
- In most cases Guilford College can respect the student's wishes even if they do not want to file a formal complaint. Under certain circumstances Guilford College may decide to move forward with a full investigation and the Grievance Process despite the student's wishes, but the student is fully informed before the investigation moves forward.
- Finally at the conclusion of the investigation, the Investigator drafts an Investigative Report and submits it to the Title IX Coordinator. The case is then resolved through a formal hearing or an informal resolution.



## BEING A RESPONSIBLE EMPLOYEE FOR INCIDENTS OF SEX-GENDER-BASED MISCONDUCT

**A Guide for Guilford College Faculty and Staff**

**TITLE IX OFFICE**  
King Hall 124

Learn more and make a complaint 24-7  
at [www.guilford.edu/TitleIX](http://www.guilford.edu/TitleIX).

TITLE IX OF THE EDUCATION AMENDMENT OF 1972  
PROHIBITS DISCRIMINATION ON THE BASIS OF SEX  
UNDER ANY EDUCATION PROGRAM OF ACTIVITY  
RECEIVING FEDERAL ASSISTANCE.

## KNOWLEDGE

As a responsible employee, everything that you know regarding the incident of sexual assault, sexual harassment, dating violence, domestic violence, stalking, or other gender-based violence involving a Guilford College student (as an alleged victim or an alleged perpetrator) is imputed to Guilford College.

Guilford College has an obligation to respond to reported incidents as if it had all the information that you have.

Guilford College cannot respond unless you share the information immediately with a Title IX official.

## MAKE A REPORT 24/7:

[www.guilford.edu/titleix](http://www.guilford.edu/titleix)

## TRAINING

Training is being conducted through departmental meetings and is available through the Title IX office.

Additional information about Title IX, campus policies and resources, and important contacts is available at: [www.guilford.edu/titleix](http://www.guilford.edu/titleix).

## HOW TO RESPOND TO A STUDENT WHO REPORTS AN INCIDENT TO YOU

Most importantly, listen, be empathetic and let the student know you will help and support him/her/them through this difficult time. Tell the student you will need to share the information with a Title IX official so Guilford College can respond and provide the student with helpful resources. Other than sharing the information with the Title IX Coordinator, you will keep any shared information private.

Let the student know the Title IX office will coordinate resources and accommodations for the victim/survivor.

A trained Title IX official will talk with the victim/survivor about what he/she/they want Guilford to do with the incident information. Except in rare cases, Guilford will honor the request of the victim/survivor not to pursue a formal complaint and initiate the Formal Grievance Process. A victim/survivor will not be required to participate in the grievance process if the victim/survivor does not want to do so.

Tell the student that it is the victim/survivor's choice whether to report the incident to law enforcement.

Let him/her/they know that you can provide assistance in contacting Public Safety. If the student wishes to proceed call law enforcement and Public Safety.

Tell the student about confidential campus resources, including

- The Guilford College Counseling Center
- Eagle Physicians
- Accessibility Resource Center

## CONFIDENTIAL RESOURCES

### The Guilford College Counseling Center and

#### Title IX Support Counselor

1203 Rachel Carson Court  
336.316.2163

[counseling@guilford.edu](mailto:counseling@guilford.edu)  
[www.guilford.edu/studenthealth](http://www.guilford.edu/studenthealth)

#### The Friends Center

336.316.2445

#### Accessibility Resource Center

Hege Academic Commons 217  
[accessibility@guilford.edu](mailto:accessibility@guilford.edu)

[www.guilford.edu/academics/accessibility-resource-center](http://www.guilford.edu/academics/accessibility-resource-center)

## OFF-CAMPUS CONFIDENTIAL RESOURCES

### Family Service of the Piedmont (24 Hour):

Crisis Line: 336.273.7273

### The Family Justice Center (FJC)

201 S. Greene Street, Greensboro, NC  
336.641.7233 (SAFE)

Walk In Hours: Mon-Fri 8:30 a.m. to 4:30 p.m.

### Moses Cone Hospital

336.832.7000

### Wesley Long Hospital

336.832.1000

Forensic Evidence Collection (Rape Kit): Optional, confidential, and free, private exam by Sexual Assault Nurse Examiner (SANE). Kit is not required for a student conduct investigation but can be critical for legal action.

## NATIONAL HOTLINES

RAINN National Sexual Assault Hotline:  
800.656.4673 (24-Hour)

National Domestic Violence Hotline:  
800.799.7233 (24-Hour)

## LAW ENFORCEMENT REPORT

**\*\*EMERGENCY 911\*\***

Guilford College Public Safety: 336.316.2911  
Greensboro Police Non-Emergency: 336.373.2222