Sexual Misconduct and Crimes on Campus: Reporting Requirements

As an employee or volunteer in youth programs or activities at UW–Madison, you are required to report certain incidents you observe, learn about, or suspect. For the incidents listed below, Designated Individuals may either report on their own or work with their Program Director to report together.

Report the following types of incidents using the Campus Incident Reporting Form at go.wisc.edu/report. In an emergency, call 9-1-1.

Sexual Misconduct:
- Sexual harassment
- Sexual assault
- Dating violence
- Domestic violence
- Stalking

What are examples of sexual misconduct that I must report?
- The touching of a person’s intimate body part (including over clothing) without consent
- A group of people whistling and shouting sexually suggestive comments to a person or group of people that causes discomfort
- The use of sexual photos or information to threaten or blackmail someone
- Unwanted comments about a person’s body size, shape, or physique in a sexually suggestive manner
- Repeated unwanted communication causing someone to be fearful for their safety

Certain Crimes on Campus:
- Murder
- Homicide by negligence
- Aggravated assault (serious bodily injury)
- Sex offenses (rape, fondling, incest, statutory rape)
- Robbery
- Burglary
- Motor vehicle theft
- Dating or domestic violence
- Stalking
- Arson
- Hate crimes (all crimes listed above and: simple assault, theft, intimidation/threats, vandalism/destruction of property)

What are examples of crimes on campus that I must report?
- A golf cart is taken by camp participants for a joy ride
- A person is physically attacked causing serious bodily injury
- A racist message is spray-painted on a campus building
- A youth program participant intentionally burns their pillow case in a residence hall

As a Designated Individual working in a UW–Madison youth program or activity, you are considered a Title IX Responsible Employee, Campus Security Authority, and Mandatory Reporter for Child Abuse and Neglect. This document covers your reporting obligations under Title IX, Clery Act, and Executive Order 54. For more information, visit compliance.wisc.edu/titleix.
**Child Abuse and Neglect: Reporting Requirements**

As an employee or volunteer in youth programs or activities at UW–Madison, you are required to report certain incidents you observe, learn about, or suspect. For the incidents listed below, simply notifying your supervisor does not meet your legal obligation. You must make the report yourself.

Immediately report the following types of incidents by calling local law enforcement or Child Protective Services. In an emergency, call 9-1-1.

**Abuse or Neglect of a Minor***:
- Physical abuse
- Neglect
- Sexual abuse
- Emotional abuse
- Threatened abuse or neglect

*You must report when you have reasonable cause to suspect that any of the above has occurred or will occur, either within or outside of a youth program.

**What are examples of abuse of a minor that I must report?**
- A 15-year-old girl is given a cell phone and new clothes by a friend of her parents in exchange for sex
- Parents fail to provide necessary insulin treatments for their diabetic son
- A minor confides in you that their uncle is hitting them at home
- Sexual activity between a 17-year-old and a 13-year-old
- A minor is exposed to physical abuse between two adults
- An adult is seen fondling a minor’s buttocks in a dining hall
- An adult shows pornographic images on a cell phone to a minor

**Additional UW Reporting of Child Abuse or Neglect:**
- If the child abuse or neglect involves a UW employee or volunteer, occurs during a youth program or activity, or occurs on a UW campus, you must also report the incident to the Office of Youth Protection & Compliance.
- Send an e-mail to incidents@precollege.wisc.edu and include the following information:
  1. The minor’s name
  2. Your name and the youth program you are involved in
  3. The date the incident happened
  4. Where the incident took place
  5. The date you reported the incident
  6. Who you reported the incident to

Questions? Contact: Deputy Title IX Coordinator for Precollege & Youth Programs
lindsey.peterson@wisc.edu
608-265-3181

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