PSHSV | Alternative Screen Reader Version



Prevent Sexual Harassment and Sexual Violence at UW-Madison

For Faculty and Staff

Note: This HTML version is intended as a supplement to the interactive online version available in Learn@UW. It is also provided as an accessible alternative format. If you are completing the training using a screen reader, please refer to the instructions under the "**Completion**" heading, located at the end of this document.

This training is provided for UW-Madison by a collaboration between:
Office of Compliance, University Health Services, Office of Human Resources,
UW Police Department, and Center for Teaching, Learning & Mentoring

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0.1 Introduction

Welcome to UW-Madison's sexual harassment and sexual violence prevention program for UW-Madison employees. All members of our UW-Madison community deserve to be free from

harassment, violence, and abuse. We can all contribute to a safer and fairer campus community and workplace.

0.2 Course Orientation

This program will provide:

- Basic information about sexual harassment and sexual violence, including related campus policies and ways you can intervene when you recognize these behaviors.
- Ways you can report and connect you with supportive resources.

Help is Available

If this program becomes too emotionally difficult to continue, please contact the Employee Assistance Office for resources and information about alternative ways to complete this training requirement.

The Employee Assistance Office (EAO)

EAO has resources to help with family violence, sexual abuse, emotional problems and many other issues.
To set up a confidential appointment, call 608-263-2987.
Email EAO (mailto:eao@mailplus.wisc.edu)
EAO website (http://eao.wisc.edu)
Room 226, Lowell Hall (UW-Madison campus)
610 Langdon Street
Madison, WI 53703

0.3 Important Terms

This training document may use words or phrases that are new to you. Please review the following definitions.

Sexual Harassment and Sexual Violence

Sexual harassment

Unwelcome or inappropriate sexual remarks or physical advancements. Federal law, state law, and UW-Madison policy prohibit sexual harassment. We'll provide a more in-depth definition of sexual harassment shortly.

Sexual Violence

An umbrella term used to capture several forms of behavior prohibited by UW-Madison. When using this term, we are referring to a range of behaviors, including sexual assault, dating violence, domestic violence, sexual exploitation, and stalking

“Victim” “Survivor” or “Complainant”:

Persons affected by harassment or violence.

“Accused” “Alleged” or “Respondent”:

When describing the person who may have committed the offense, this program may refer to them as “the accused,” “the alleged,” or “the respondent.”

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1. Section One: Definitions and Prevention Strategies

What you will learn in this section:

- What are sexual harassment and sexual violence?
- How common are sexual harassment and violence?
- What strategies does the university use to prevent sexual harassment and violence?
- What can I do if I see sexual harassment or violence?”

1.2 Key Definitions of Behaviors

Review the scenarios to help you understand the meaning of the terms being used and to help you recognize these behaviors, whether they occur on campus or somewhere else.
Keep in mind that the university can only address the behavior if it has some connection to the university’s workplace or the university’s education programs and activities.

1.3 Sexual Harassment definition and scenarios

Sexual Harassment Definition:

Sexual harassment includes unwelcome sexual advances, requests for sexual acts, sexual comments, or other sexual physical behavior.

Hostile environment sexual harassment is behavior that prevents someone from having equal access in their school or work environment or when that behavior interferes with a person’s work or academic career. Quid pro quo (or “this for that”) sexual harassment is behavior that affects a person’s employment or academic career when they accept or reject requests for sexual acts. These behaviors are illegal and unacceptable.

Differences in power or status (such as supervisor/employee, faculty/student, or therapist/client) can be important factors in sexual harassment.

Sexual Harassment Scenarios:

Read each scenario to look for red flags, or warning signs, of sexual harassment. Then click on the story to see if you noticed the possible signs.

Scenario 1

Ahn begins a new job in a dining hall. Her coworkers tell her that the workplace is very friendly and Ahn is looking forward to getting to know everyone. One coworker was friendly at the start, and then began to share personal information about people they met on a dating app. This person sends Ahn pictures of the people on the app and the people in the photos are usually partly naked. The coworker also tells Ahn about graphic sexual conversations they have with people on the dating app. Ahn wants to be friendly with her coworker, but she is not comfortable with the photos or sexually explicit conversations and tries to ignore them. Now Ahn is nervous about becoming friendly with anyone else at work. That makes it more difficult to do her job well.

Warning Signs

Ahn's coworker inappropriately shares sexually explicit information and photos with her in the workplace. This makes Ahn very uncomfortable. As a result, Ahn doesn't want to connect with other coworkers.

This is sexual harassment.

Scenario 2

Henry is a senior faculty member. Antoinette is an assistant professor. They are colleagues in the same department.

At a recent professional conference, Henry followed Antoinette around the entire event. He invited her to his room for drinks or dinner many times. After they came back from the conference, Henry suggested they spend time together away from work. He has offered to give her back rubs to "de-stress."

Antoinette tells Henry she is not interested in a physical or romantic relationship. Henry says that's fine, but then he jokes that she should not hurt his feelings, because he will be on her tenure review committee.

Warning Signs

Henry has the power to impact Antoinette's tenure review. He makes it clear that if she rejects his sexual advances he can give her a bad review. Although Henry says he is joking, his comment still threatens to negatively impact Antoinette's career.

This is sexual harassment.

1.4 Sexual Assault

Sexual Assault Definition:

Sexual assault is any touching of private body parts without consent. Consent means words or clear actions that openly show a person (who is competent to give informed consent) freely agrees to the sexual contact.

Sexual assault violates federal laws, Wisconsin state laws, and UW-Madison policies that govern employee and student behavior.

Sexual Assault Scenarios:

Scenario 1

Tyler and Jordan are coworkers. They are at a work event to celebrate their colleague's retirement. They drink alcohol throughout the night. When Tyler becomes very drunk, Jordan offers to give Tyler a ride home. Tyler has trouble walking to Jordan's car and even falls once. He is also slurring his words when he talks. When they arrive at Jordan's car, Jordan kisses Tyler. Jordan puts his hand down Tyler's pants, and touches him. Tyler does not push Jordan away.

Warning Signs

Tyler has trouble walking and talking. These are signs that Tyler drank too much alcohol and may not be able to freely agree to sexual contact. Even though Tyler did not stop the sexual activity, Jordan did not have consent because he observed that Tyler was too drunk to voluntarily agree.

This is sexual assault.

Scenario 2

Maria and Tim work in the same department on campus. Recently, Maria got a promotion. Soon after her promotion, Tim came close to Maria when she stood alone in the hallway. Before Maria could stop him, Tim hugged her close to him and said "Congratulations." Maria ended the hug quickly. She said "thank you" and began to walk away. As she turned away, Tim slapped her on the buttocks and said, "You'll be great!" When Maria looked at him, Tim just winked at her.

Warning Signs
Any sexual contact without consent is sexual assault. This includes sexual contact over clothing. Tim did not get Maria's consent before he touched her private body part.

This is sexual assault.

1.5 Dating and Domestic Violence

Dating and Domestic Violence Definition:

Dating or domestic violence is also called intimate partner violence. An "intimate partner" is a current or past romantic or sexual partner or spouse. Dating or domestic violence usually involves a pattern of power and control by one intimate partner over another. An abusive relationship can include

threats, intimidation, isolation, and sexual assault. When dating and domestic violence involves an act of violence or threat of violence within a dating or domestic relationship may be a violation of law and campus policy.

Dating and Domestic Violence Scenarios:

Read each scenario to look for red flags, or warning signs, of dating and domestic violence.

Scenario 1

Martin and Gabrielle are married and have two children. They live in Eagle Heights. Throughout their relationship, Martin has been very controlling of Gabrielle. He limits her ability to use their money. He tells her who she can and cannot spend time with. More and more, Martin acts like he owns Gabrielle. He has come to Gabrielle's workplace and accused her of cheating on him with male coworkers. During a recent argument, Gabrielle tried to leave the room and Martin grabbed Gabrielle's arms so hard that it left bruises.

Warning Signs - Scenario 1

Martin controls Gabrielle by limiting her ability to use their money, deciding who she can spend time with and what she can do, and disrupting her at work. He also uses threats and physical violence to control Gabrielle.

This is dating and domestic violence.

Scenario 2

Laura and Sujin have been dating for a while. Laura often criticizes Sujin in front of her friends and coworkers. Laura told Sujin that she will make sure Sujin cannot find another girlfriend if they break up. Once, when Sujin tried to leave their apartment to go meet some friends, Laura told her she was not allowed to go and stood in front of the door. Sujin insisted on leaving and said she was going to call her friends for help. Laura then threw Sujin's phone on the ground and broke it.

Warning Signs - Scenario 2

Laura often criticizes and disrespects Sujin. She makes Sujin feel unimportant. Although Laura did not physically hurt Sujin when Sujin tried to leave, Laura physically threatened Sujin by trapping her in their apartment. Laura also threatened Sujin by breaking her phone so she could not call for help.

This is dating and domestic violence.

1.6 Stalking

Stalking Definition:

Stalking is a pattern of behavior that causes a reasonable person to fear for their safety or the safety of others, or to suffer substantial emotional stress. Stalking may include situations where one person follows, tracks, or tries to contact another person through phone calls, text messages, social media, email, or in-person or through a third party.

Stalking Scenarios:

Read each scenario to look for red flags, or warning signs, of stalking.

Scenario 1

Chen and Meiling went on a couple of dates, but then Chen told Meiling he is not interested in dating her anymore. Now Meiling texts Chen often and comments on all of Chen's social media posts but Chen never replies. Meiling has also used Chen's social media posts to find him at local bars. She also tells people that she is his girlfriend. Chen blocked Meiling's number on his phone and blocked her from his social media accounts. Meiling learned where Chen works on campus. She went to talk to Chen at his workplace and insisted that they go on another date. Chen is always worried about where he might see Meiling and what she might do next.

Warning Signs

Meiling often contacts and follows Chen through social media, even though Chen told Meiling that he does not want to date her anymore. Meiling also visits Chen unexpectedly at work. Meiling did not respect Chen's right to end their relationship. Meiling's constant unwanted contacts cause Chen extreme emotional distress.

This is stalking.

Scenario 2

Ana works at a restaurant in Union South. A customer named Jeff started coming to the restaurant every day. He tries to talk with Ana when she is working. Jeff also found and contacted Ana on Facebook and asked her what she likes to do in her free time. Ana ignored the Facebook message. She also tried to limit conversation with Jeff at work. Jeff then asked Ana's coworkers to give her notes from him. He even left her a gift. One day, Jeff waited outside the restaurant until Ana's shift was done. He insisted on walking with Ana to her car. Ana is scared to go back to work.

Warning Signs

Jeff continues trying to create a personal connection with Ana, even though she does not respond to him and tries to ignore him. Jeff then makes repeated contacts with Ana while she is working and is unable to avoid him. This makes Ana worry about her safety.

This is stalking.

1.7 Retaliation

Retaliation Definition:

Retaliation is an adverse, or harmful, action against a person because that person opposes sexual harassment or sexual violence. Opposition may include a formal complaint, participation in an investigation, or support of someone else's complaint. A reasonable person would find this adverse action so harmful that it might stop them from making a complaint or participating in an investigation.

Examples include: violating a no-contact order, giving a lower grade when someone earned a better grade, ordering inappropriate academic or workplace discipline.

Retaliation Scenarios:

Scenario 1

Sofia is attracted to her coworker Tyrone. She flirts with him at work and tells her coworkers that she wants to date him. Sofia and her friends joke loudly about her feelings for Tyrone while they work. Sofia's attention makes Tyrone uncomfortable. He is not interested in her. The comments from Sofia and her coworkers distract him at work. He feels frustrated that this problem has taken over his work life. Tyrone tells his supervisor. His supervisor tells Sofia to stop contacting Tyrone. The next day at work, no one talks to Tyrone. Coworkers give him angry looks. People bump into Tyrone and whisper insults when they walk by. Tyrone learns that Sofia told everyone he tried to get her fired. Now everyone is angry that he "overreacted" to harmless flirting.

Warning Signs

After Sofia learned that Tyrone reported her for sexual harassment, she said things to her coworkers so they would socially isolate Tyrone and make him feel uncomfortable at work. This type of response may prevent someone from making a complaint in the future.

Scenario 2

Alex is a Research Assistant (or RA). The university contacts him as part of an investigation that involves his supervising PI (or Principal Investigator) and another RA named Taylor. Alex is a witness in the investigation and gives the investigators copies of text messages in which Taylor told him that the PI puts his hand on Taylor's thigh when they work alone. The PI later reads the investigative report and learns about Alex's participation in the investigation. In response, the PI reduces Alex's workload and stops giving him interesting work in the lab. A few weeks later, Alex sees that he is not listed as an author on a research publication when the PI previously had promised it would include Alex's name.

Warning Signs

After the PI learned that Alex participated in the sexual harassment investigation, the PI prevented Alex from working on interesting projects in the lab and removed him as an author on a research

publication. This type of response may prevent someone from supporting a complaint in the future.

1.8 Sexual Exploitation

Sexual Exploitation Definition:

Sexual exploitation occurs when someone takes sexual advantage of another person without their consent.

Some examples include:

- taking or sharing nude photos of someone without their permission
- threatening or blackmailing someone so they engage in sexual activity
- lying to someone about using condoms during sex
- drugging someone so they are not able to consent to have sex

Many types of sexual exploitation are also against the law.

Sexual Explotation Scenarios:

Read each scenario to look for red flags, or warning signs, of stalking.

Scenario 1

Two coworkers, Jenn and Teresa, dated for a few months. While they were dating, they sometimes shared naked photos of themselves with one another. Jenn then broke up with Teresa and began dating someone else. Teresa is very angry at Jenn and is threatening to share naked photos of Jenn with her coworkers and her family if Jenn doesn't break up with her new girlfriend. Jenn would be extremely embarrassed if anyone saw those photos. She also worries about her family knowing that she dated Teresa, because they do not know she is a lesbian.

Warning Signs

Jenn agreed to share the naked photos with Teresa, but she did not consent to Teresa sharing those photos with anyone else. Teresa is taking advantage of Jenn's fears about the photos to break up Jenn's new relationship.

This is sexual exploitation.

Scenario 2

A group of students met over video conference to work on a project. During one of their meetings, Louis sent Ayanna private messages about how she looked. Louis told Ayanna that he liked her low-cut shirt. Ayanna ignored his messages and continued talking about the project with the group. Two of the students left the meeting early, leaving Louis and Ayanna alone in the video meeting. Ayanna then saw Louis acting strangely. It looked like his hand was in his pants just outside the view of the camera. She quickly ended the meeting.

Warning Signs

Louis takes sexual advantage of Ayanna by touching his genitals or masturbating in her presence without her permission or consent.

This is sexual exploitation.

1.9 Consensual Relationships

Consensual Relationship Definition:

A consensual relationship is when people agree to a romantic, physically intimate, or sexual relationship now or in the past. This includes marriage.

- The consensual relationship policy is for relationships between employees and students and employees. The policy prohibits, meaning it does not allow, consensual relationships between instructors and people who are their students now or may be their students in the future. “Instructor” includes many types of positions, including academic instructor, advisor, evaluator of student work, research collaborator or assistant, and athletic coach.
- If you oversee a student’s work or academics in any way, you should not begin any type of dating or sexual relationship with that person.
- For two employees, if a consensual relationship develops between people who also have a reporting or evaluative relationship, then the person in the position of power must immediately report the consensual relationship to a supervisory authority.
- The university has a policy about these types of relationships because we want to ensure that everyone has the freedom to make their own decisions about relationships and to be protected from a negative impact on their academics or workplace if the relationship ends badly.

1.10 Impact on Survivors

Think about the definitions and scenarios you read. How do these situations affect employees? These experiences can change someone’s emotional well-being and social life, physical health, and financial situation in many important ways. They can also affect someone’s work life.

UW-Madison cares about employees and does not allow sexual harassment or sexual violence at university workplaces, educational programs and activities, or other events sponsored by the university.

Section 1 Knowledge Check (Part A)

Question 1

Tom’s supervisor has told him several times over the past few months that if Tom would agree to have one drink at the supervisor’s home after work the supervisor would arrange a pay increase for

Tom. It is clear to Tom that his supervisor wants to do more than just have a drink. Tom needs the pay increase and believes he deserves it, but he does not want to go this supervisor's home or engage in any sexual activity with his supervisor.

Is this scenario an example of sexual harassment?

Correct Answer

Yes

Reasoning

This type of sexual harassment is known as "quid pro quo" or "this for that" sexual harassment. It occurs when a person in a position of power promises special treatment in exchange for sexual or romantic activity. This promise may be direct or only implied.

Question 2

Sexual contact is only considered sexual assault when one party uses physical force or threats against the other person.

Correct Answer

False.

Reasoning

Sexual assault is any sexual contact made without consent. Consent is words or overt actions that openly show a person freely agrees to the sexual contact.

Question 3

Aiden is a teaching assistant for a large English course. Laura is one of the undergraduate students in his discussion section. Aiden really likes Laura, and wants to ask her out.

What should Aiden do in this situation? Select one.

- Aiden should not pursue a dating relationship with Laura.
- Aiden can pursue a dating relationship with Laura, but he needs to report it to Human Resources.
- Aiden can pursue a dating relationship with Laura because they are both students.

Correct Answer

Aiden should not pursue a dating relationship with Laura.

Reasoning

Aiden is an employee in this situation, and the Consensual Relationship Policy prohibits any employee from initiating a dating or sexual relationship with a student while the employee oversees the student's work, academics, or participation in a university activity.

1.11 Prevention and Response Strategies

Sexual harassment and sexual violence are not new on college campuses, but now people across the U.S. are paying more attention to how often students and employees have experienced this type of conduct, and how it has impacted their academics and employment. We need to do many things to make sure everyone has a safe and respectful place to work and learn.

1.12 Prevention and Response Strategies

UW-Madison works to prevent harassment and violence before they happen, supports the safety and well-being of survivors, and holds people responsible when they harass or hurt other people.

Strategy 1: Primary Prevention

"Primary prevention" focuses on strategies to stop sexual harassment and sexual violence before they happen.

Here are *s*ome ways you can engage in primary prevention:

- Challenge harmful attitudes about gender stereotypes and gender-based violence
- Promote, or support, healthy behaviors and relationships
- Encourage positive bystander intervention, and
- Create safe and respectful environments

You can read an excellent summary of specific prevention strategies from the **Centers for Disease Control and Prevention (CDC) (https://www.cdc.gov/violenceprevention/sexualviolence/prevention.html)** .

Strategy 2: Victim Safety

All people who experience sexual harassment or sexual violence should feel supported and be able to get help to make decisions that are best for them.

UW-Madison promotes victim safety with:

- Clear campus policies and information about how to report
- Confidential support and counseling for survivors
- Academic and workplace accommodations for survivors to reach their education or employment goals, and
- Protective measures, such as No Contact Directives

University Health Services (UHS) (http://www.uhs.wisc.edu/assault) has more options available to survivors at UW-Madison.

Strategy 3: Respondent Accountability

The university responds to allegations of inappropriate sexual behavior (or “sexual misconduct”) in different ways. One way is to formally investigate and discipline employees.

University penalties for students range from reprimand to expulsion. Penalties for employees range from warning to termination. The university can also give a warning or letter of expectation to tell a person to stop harassing or contacting another person. An arrest or criminal investigation is also possible.

You can learn more about how UW-Madison responds to reports of harassment and violence on the Office of Compliance website (https://compliance.wisc.edu/titleix/) .

1.13 Victimization Data

According to the Centers for Disease Control and Prevention, more than 1 in 3 women and 1 in 4 men have experienced sexual violence involving physical contact in their lifetime. People in racial and ethnic minority groups, people with disabilities, and members of LGBTQIA+ communities experienced higher rates of sexual assault and intimate partner victimization.

About 1 in 4 women and nearly 1 in 10 men have experienced sexual violence, physical violence and/or stalking by an intimate partner in their lifetime.

The U.S. Equal Employment Opportunity Commission (EEOC) also received over 35,000 charges of sex-based harassment in the workplace from 2014-2018. Approximately 80% of these charges are filed by women.

Sexual violence and sexual harassment can affect employees in many ways. Employees might become sick, miss more work time, feel less engaged at work, or not do their work as well.

Sources:
U.S. Equal Employment Opportunity Commission (EEOC)
(https://www.eeoc.gov/statistics/charges-alleging-sex-based-harassment-charges-filed-eeoc-fy-2010-fy-2020)
Center for Disease Control and Prevention
(https://www.cdc.gov/violenceprevention/sexualviolence/fastfact.html)

1.14 Bystander Intervention

We know that UW-Madison students and employees experience sexual harassment and sexual violence. At times it is subtle (or indirect) behavior, such as crude or insensitive comments, overly

personal contact or conversation, staring too long, or staying in someone's personal space. We can help prevent sexual harassment and sexual violence when we see this type of harmful behavior, even when we are not directly impacted. This is called "bystander intervention."

Next, we will talk about 3 bystander intervention strategies. The resource, "**Engaging Bystanders in Sexual Violence Prevention (http://www.nsvrc.org/sites/default/files/Publications_NSVRC_Booklets_Engaging-Bystanders-in-Sexual-Violence-Prevention.pdf)** ", includes more information on bystander intervention and has helpful tools and training activities.

1.15 Bystander Intervention

The Three Ds

Direct, distract, and delegate are the 3 different bystander intervention strategies we will discuss in this course. We call them the "3 Ds." Depending on the situation, you can use any, or all, of the 3 strategies.

Direct

Take direct action. Step in and actively get involved.

Distract

Create a distraction. Interrupt and redirect people.

Delegate

Ask other people to help. A group response might safely and effectively interrupt an event. You could also contact someone who can help more, like the police or an HR representative.

1.16 Scenarios: Bystander Intervention Introduction

Next, we'll describe ways that bystanders can intervene in 2 workplace situations.

1.17 Scenario 1:

Play the Scenario Video in your browser (https://mediaspace.wisc.edu/media/Bystander+Intervention+Scenario+1A+Maureen+and+Supervisor/0_do4jwgx5) or read the transcript below.

You work in a research lab. You notice that your supervisor pays a lot of attention to your coworker Maureen. He asks Maureen what she is doing after work. He talks about how she looks. Maureen tells you that the supervisor has asked her out on a date several times. He used the emergency contact list to find Maureen's phone number. Then he called her on her day off to ask if she would like

to meet. Maureen said “no” and asked that he only call her for work emergencies. He began sending her messages about her weekend plans and her dating life. Maureen did not respond. Today she got an email from the supervisor asking her to meet alone with him in his office. Maureen looks upset.

You are a bystander. What would you do?

1.19 Scenario 1: Bystander Intervention Options

As Maureen’s coworker, you might be able to help. Listen to these 3 possible actions and choose what you might do.

- Direct: Offer to go with Maureen to speak to her supervisor. Maureen may feel more comfortable talking about the situation if she has support.
- Distract: Knock on your supervisor’s door while he is meeting with Maureen. Ask your supervisor if Maureen can help you with a project. This interrupts the meeting and gives Maureen a way to get out of the situation in that moment.
- Delegate: Talk to someone in Human Resources or the Sexual Misconduct Resource and Response Program about your supervisor’s behavior. Telling HR or another campus authority might help end the harassing behavior.

1.18 Scenario 2:

Play Scenario 2 video in your browser (https://mediaspace.wisc.edu/media/Bystander+Intervention+Scenario+2A+Devin+and+Morgan/0_a9p6c44n) or read the transcript below.

You work in an office on campus. Devin works as a custodian in your building on 2nd shift. You and Devin often say hello to each other when he starts his shift. Recently, you noticed Devin seemed a little upset and asked him if anything was wrong. He replied that he recently broke up with his partner, Morgan. Though the break-up was two months ago, Morgan is still trying to get Devin back. He revealed that Morgan was calling and texting him repeatedly, which was causing him stress and anxiety. Lately, Morgan has been showing up where Devin works, and making threats. Today when Devin arrived at work, he seemed shaken. He told you that Morgan called him a few hours ago and said he would make Devin regret leaving him. As you are speaking with Devin, Morgan walks into the building.

As a bystander in this scenario what would you be most likely to do?

1.21 Scenario 2: Bystander Intervention Options

As Devin’s co-worker, you might be able to help. Listen to 3 possible actions and choose what you might do in this situation.

- Direct: Ask Morgan, “What are you doing here?” Your question makes Morgan aware that you know he should not be at Devin's workplace and his actions are not okay.

- Distract: Interrupt and ask Devin to help you with something in your office. This separates Devin from Morgan and gives you a chance to talk with Devin about what he wants to do next.
- Delegate: Call the UW Police Department (UWPD). It is always important to think about your safety and the safety of other people. If you feel the situation might get worse, call UWPD. If you can, first ask victims of dating or domestic violence if they want to involve the police to help them stay safe.

1.19 Bystander Intervention Summary

As a member of the UW-Madison community, you can help stop sexual harassment and sexual violence before they happen to create a safe and inclusive campus. When it feels hard to help, remember that you have many different choices, including the 3 D's: direct, distract, and delegate. You **don't** have to do **everything.** But you can make a positive change if you do something when you see harmful behavior. We encourage you to act right away when you see harmful behavior, so people stay safe. We know you might not feel safe or comfortable doing that, though. Employees are not required to intervene directly. If you see something that worries you and you decide not to take immediate action, it is extremely important to tell your supervisor, Human Resources, or law enforcement as soon as you can.

1.20 What Will You Do?

Now you know how to be an active bystander. Think about other ways that you can prevent sexual harassment or sexual violence to support a safer campus community. Identify all the things you might be able to do and check them off the list.

1. **Be thoughtful** about your own behavior and how it may negatively impact other people.
2. **Avoid stereotypes** about gender and think carefully about the language you use.
3. **Get involved** with prevention on campus. Attend events, find professional development opportunities, join a committee, or support research projects.
4. **Show** coworkers and students **healthy** and **respectful behavior**.
5. **Talk** with coworkers, family, and friends **about the impact** of sexual harassment and sexual violence and how we can prevent it.
6. **Remember** that the **Sexual Misconduct Resource and Response Program** can give employees and students resources that **can help**.

Section 1 Knowledge Check (Part B)

Question 1

True or False? Experiencing sexual harassment or sexual violence can have negative emotional, financial, physical, or workplace impacts on survivors and their coworkers in the short- and long-term.

Correct Answer

True, Violence can cause both **short and long-term harm** to individual victims and their supporters and employers.

Question 2

Choose the best answer below to the following question: How common is sexual assault in the United States?

A. About 1 in 3 women and 1 in 4 men have experienced sexual assault in their lifetimes.
B. Sexual assault is not very common in the United States.
C. Sexual assault is higher for people in some racial and ethnic groups, people with disabilities, and people who are LGBTQIA+.
D. Both A and C

Correct Answer

Both A and C. Unfortunately, sexual assault and other forms of violence and harassment are very common. As many as 1 in 5 women and 1 in 71 men have experienced sexual assault in the United States. This number is even higher for people from some racial and ethnic minorities, people with disabilities, and people who are LGBTQ.

Question 3

Intimate partner violence or abuse is also known as domestic violence or dating violence. It involves a person using a pattern of ongoing power and control over their romantic partner. Identify all the ways that intimate partner violence can happen from the list below.

Emotional abuse: insults, manipulation, jealousy

Financial abuse: not letting someone have access to bank accounts, tracking how someone spends money, taking on joint debt without talking with a partner

Physical abuse: hitting, slapping, strangling, abusing pets, using weapons to threaten physical violence

Correct Answer

Emotional, financial, and physical abuse are all forms of intimate partner violence. Intimate partner violence can take many forms, but the reason for the violence is always **one partner using power and control over the other**. Intimate partner violence violates the law and campus policy when physical violence or threats of physical violence occur.

2.0 Section Two: Being Supportive and Knowledgeable

Now let's talk about strategies for supporting a student, coworker, or friend who tells you about their experience. What do you do if sexual harassment or sexual violence happens to someone you know? It is important that you have the skills to be supportive. You need to know about options for survivors so they can make the choices that will help them the most.

The following areas will be covered in this section:

- How can I support students, colleagues, or friends who tell me about their experience?
- What kind of help can survivors get?

2.1 Victim Impact: Our Responses Matter

Sexual harassment and sexual violence can have harmful and long-lasting effects on victims, families, and communities. Victims may experience physical injuries, chronic pain, migraines, sleep problems, depression, and anxiety. Victims may feel isolated from family and friends. They may also be less productive at work.

Review the following testimonials from survivors of Sexual Harassment and Sexual Violence:

- "I was assaulted a couple of years ago and there are times that it is still really hard for me."
- "The harassment made me feel so powerless. I just really needed someone to listen to my experience."
- "I worried that no one would believe me about the stalking. To others, it looked like my former partner was just being romantic and trying to win me back."
- "It was hard to tell others about what was going on in my relationship, especially after someone asked me 'Why don't you just leave?'"

2.2 Supporting a Survivor

Research shows that survivors who have someone who believes and supports them, experience fewer emotional and physical health problems than survivors who do not. You have an important role in supporting a coworker, friend, or student who tells you about their experience with sexual harassment or sexual violence. Our response to victims and survivors can help with healing and create a supportive environment so they can keep working and learning on campus.

Listen with Empathy

You can do 3 simple things if someone tells you that they have experienced harassment or sexual violence: **Listen**, **support**, and **refer**. You can be supportive even if you do not know what to say. Just be patient and listen without judgment.

Here are some examples to think about:

- "Thank you for telling me, I'm so sorry that happened.'
- "I know that was very difficult to share."

- “That sounds like a stressful and scary situation.”

Support Survivor’s Decisions

Violence is about someone taking away power and control from someone else. Sexual harassment can also make victims feel powerless. There is no one right way for a victim to respond after being assaulted, abused, or harassed. Some victims choose to report and look for support services. Others feel more comfortable telling only close friends and family and do not want to talk to any authorities. You may not always understand or agree with a survivor’s decisions. Remember, though, that they are probably thinking about many things, like safety for themselves or their family and how their work or education situation might change. You can help survivors get control back by helping them learn about their options and respecting their decisions.

Here are some examples to think about:

- “Let me know what I can do to help.”
- “I want to help you do what’s right for you.”

Refer to Resources

Sometimes a survivor needs more help than you can give. You can direct the victim to people who have more training and expertise.

Think about these responses:

- “You deserve support. Here’s a list of places that can help.”
- “Would it help if I went with you?”
- “I’m not an expert, but I can help you learn about agencies with professional staff trained to help people in this situation.”

2.3 Confidential On-campus Support

The following offices provide confidential services, support, and referrals for employees who experience sexual harassment and sexual violence. An office listed as “confidential” can help people who want support or information, but do not want to report. Confidential means they will not share information that identifies a survivor without the survivor’s permission.

Employee Assistance Office

EAO has resources to help with family violence, sexual abuse, emotional health, and many other problems.

To set up a confidential appointment, call 608-263-2987
Room 226, Lowell Hall (UW-Madison campus)
610 Langdon Street
Madison, WI 53703

Email EAO (mailto:eao@mailplus.wisc.edu)
EAO website (https://www.eao.wisc.edu/)

Ombuds Office

The Ombuds Office Facilitates understanding, communication, and resolution of conflict for all UW-Madison employees.

To set up a confidential appointment:
To set up an appointment, call 608-265-9992
Lowell Hall, Rm 223-225
610 Langdon Street Madison WI, 53703
Ombuds website (http://ombuds.wisc.edu/)

University Health Services (UHS)

UHS services are for students only. Survivor Services provides confidential support to student victims/survivors of sexual assault, sexual harassment, and sexual violence. Employees can get information about campus resources for students.

Medical Services: treatment of injuries, STI and HIV testing, pregnancy testing, contraception.
Mental Health: drop-in consultation, individual and group counseling.
Victim Advocacy: drop-in support, victim advocacy, case management, and support groups.

To set up an appointment, call 608-265-5600
UHS Website (http://www.uhs.wisc.edu/)

2.4 Confidential Off-campus Support

Several off-campus community resources offer free and confidential services to victims.

Domestic Abuse Intervention Services (DAIS)

DAIS serves survivors of dating/domestic violence and stalking, including:

- emergency shelter
- legal advocacy
- community education
- support groups

Call: 608-251-4445 (24-hour helpline)
Email DAIS (mailto:info@abuseintervention.org)
DAIS website (http://abuseintervention.org/)

Forensic Nurse Examiners Program (FNEP), Unity Point Health - Meriter

The Forensic Nurse Examiners Program (previously called Sexual Assault Nurse Examiners program or SANE) provides confidential medical and forensic examinations for victims of sexual assault, child abuse, elder abuse, domestic violence, and dating violence. FNEP nurses can examine patients for injuries, collect evidence, and offer medications to prevent STIs and pregnancy.

Call: 608-417-5916
202 South Park Street, Madison WI 53715
FNEP website (https://www.unitypoint.org/madison/forensic-nurse-examiner-program-.aspx)

Rape Crisis Center

The Rape Crisis Center serves survivors of all forms of sexual violence, including:

- support groups
- medical and legal advocacy and accompaniment
- short-term counseling
- community education
- crisis intervention and support

Call: 608-251-7273 (24-hour helpline)
2801 Coho Street, Suite 301, Madison WI 53713
Campus office: 333 East Campus Mall, Room 7901
Email Rape Crisis Center (mailto:info@theRCC.org)
(http://www.danecountyrcc.org/) Rape Crisis Center website (http://www.danecountyrcc.org/)

Deaf Unity

Deaf Unity serves Deaf victims of sexual assault, domestic violence, dating violence, and stalking in Wisconsin. Advocates are deaf and fluent in American Sign Language. Services include:

- text helpline
- emotional support
- legal and medical accompaniment

Text: 608-466-2881 (9:00 a.m. - 10:00 p.m. Monday-Friday)
Email Deaf Unity (mailto:help@deafunitywi.org)
Deaf Unity website (https://www.deafunitywi.org/Services.html)

UNIDOS

UNIDOS serves Latina and non-Latina survivors of sexual assault and domestic violence in Dane and surrounding counties. Services include:

- information and referrals
- support groups
- leadership development
- advocacy
- peer support
- community organizing

Call: 608-259-9195 (office)
Call: 1-800-510-9195 (24-hour helpline)
UNIDOS website (https://www.unidoswi.org/)

Freedom Inc.

Freedom, Inc. services are language-, gender-, generation-, and culture-specific to women, gender non-conforming, and youth in African American and Southeast Asian families. It serves domestic violence and sexual assault victims, survivors, and their families. Services include:

- advocacy
- outreach
- referral
- direct and support services

Call: 608-630-8901
2110 Luann Lane
Madison, WI 53713
Email Freedom Inc. (mailto:info@freedom-inc.org)

Room To Be Safe

Room To Be Safe is a non-emergency resource line for lesbian, gay, bisexual, transgender, and queer (LGBTQ) callers. Calls are answered within 24 hours on weekdays and varying hours on weekends (not a 24- hour hotline). You can ask for a phone or text response. Services include:

- information about intimate partner violence in LGBTQ relationships
- safety planning
- referrals to providers

Call: 414-856-LGBT(5428)
Room to be Safe website (https://www.roomtobesafe.org/)

2.5 Sexual Misconduct Resource and Response Program (SMRRP)

In addition to referring your co-workers or students to confidential resources, you may also consider referring them to the University's Sexual Misconduct Resource and Response Program (previously called the "Title IX Program"). The program is part of the Office of Compliance and is overseen by the Title IX Coordinator. SMRRP is responsible for the University's response to allegations of sexual harassment and sexual violence.

SMRRP offers formal investigation and university response options, but most people who contact the program do so to access the different types of support options to students and employees who have experienced sexual harassment or sexual violence.

2.6 UW-Madison Support and Resources

We have learned about where Alex could report at UW-Madison as well as the confidential options available if they choose not to report. Now, let's examine some basic information about some of the fundamental elements of the process used by UW-Madison to respond to reports, including:

- Protection from retaliation
- Academic and workplace accommodations
- Rights and options in writing
- Protective measures and no-contact directives
- Privacy and confidentiality

Protection from Retaliation

Alex might be concerned about retaliation. What if the person who harmed Alex is their supervisor? Or what if Alex is worried that reporting may limit opportunities for career advancement? Retaliation can include intimidation, coercion, threats, or discrimination. UW-Madison policies prohibit retaliation against anyone who: reports or complains about sexual harassment or sexual violence, or supports or participates in a report, investigation, or hearing involving sexual harassment or sexual violence. To learn more about rights and protections related to retaliation, please read the UW-Madison Policy on Sexual Harassment and Sexual Violence.

Academic and Workplace Accommodations

Alex's situation might require Alex to attend court hearings about the violence, which would require Alex's work schedule to change. Or maybe Alex is a front desk worker and Alex needs permission to be able to leave the desk quickly if the harasser appears. Perhaps Alex is having trouble focusing on their work due to the stress, and needs a more private work space free from distractions. UW-Madison can provide changes or accommodations in a variety of areas so victims have unobstructed

opportunities to be successful. UW-Madison tells people in writing about their options to change their working, education, university housing, and transportation situations and will provide them when they are requested and reasonably available. These support measures are available whether or not victims choose to pursue a formal investigation, and any accommodations provided are kept private to the extent possible.

Rights and Options in Writing

When Alex reports, they will have the right to get certain information in writing. When an employee reports conduct prohibited by the UW-Madison Sexual Harassment and Sexual Violence Policy, they will be provided a written explanation of their rights, options for accommodations, and protective measures. This includes information and resources about counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and student financial aid. A summary of support information for employees can also be found on the Sexual Misconduct Resource and Response Program website.

Protective Measures and No Contact Directives

What if Alex works in the same building as the harasser? Alex may not be interested in a formal investigation, but may still want to avoid any unnecessary contact with the respondent. In these situations, the university can issue a directive that prohibits the harasser from having any contact with Alex. A No Contact Directive is enforced by the university and a violation can lead to a disciplinary action for the respondent. A No Contact Directive is available with or without an investigation. A no-contact directive is different from a restraining order or civil injunction that is enforced by law enforcement and a court of law.

Privacy and Confidentiality

It's common for survivors, like Alex, to want to protect their privacy. They may fear for their safety or be concerned about retaliation. As far as the law allows, UW-Madison will work to keep complainant information private. All records related to sexual harassment and sexual violence are stored securely. Victims of sexual harassment and sexual violence have the right to ask UW-Madison not to share their name with the accused and not to conduct an investigation. Most of the time, the university will be able to honor this request, but it must also consider any safety risks to the campus environment. Within the university, complainant information is only shared with those who have a need to know or if it's required by law. Public records like Clery Act reports and disclosures do not include information that identifies complainants.

2.7 Section 2 Knowledge Check

Question 1

Help and healing can start with you. Select the helpful things you might say to show your ability to Listen, Support, and Refer. Select the three helpful statements from the list below that would show your ability to Listen, Support, and Refer:

- “Thank you for trusting me enough to share this with me.”
- “There are people on campus who can help, even if you don’t want to report.”
- “Have you thought about talking to a counselor?”
- “Why didn’t you tell them to stop?”
- “You’re just going to have to get over this.”
- “You’ve got to report this right now.”

Correct Answers

Listen with non-judgment--“Thank you for trusting me enough to share this with me.”
Support survivors’ decisions - “There are people on campus who can help, even if you don’t want to report.”
Refer to resources--“Have you thought about talking to a counselor?”

Incorrect Answers

Avoid implying fault - “Why didn’t you tell them to stop?”
Avoid dismissing victims’ needs - “You’re just going to have to get over this.”
Avoid telling victims what they should or must do - “You’ve got to report this right now.”

Question 2

This program listed a variety of agencies that can provide professional, free, and confidential support to survivors of violence. Why do you think a survivor might want to utilize an option that provides confidential services? Identify all the correct answers from the list below.

- A victim may feel that involving authorities could put them or their family in danger.
- A victim may want to learn about their support and reporting options before deciding to report.
- A victim may worry about retaliation and feel better getting confidential help.

Correct Answer

All of the above is correct. There are many reasons a survivor may want to seek help from an agency who can assure them of confidentiality, including fear for their own safety, fear of retaliation, and the ability to get more information about reporting options. No matter what the reason, it is important to know about these resources and how to access them.

Question 3

What are the UW-Madison offices that can support victims in a confidential manner? Identify three from the list below.

- University Health Services (UHS)
- Employee Assistance Office (EAO)
- Office of Workforce Relations (OWR)
- Ombuds office
- University of Wisconsin Police Department (UWPD)

Correct Answers

UHS, EAO, and the Ombuds office can support victims without sharing any identifiable information with third parties as allowable by law. Neither the UWPD nor OWR are able to ensure a victim's confidentiality from third parties, including the respondent. You will learn more about the important roles these offices have on campus as places designated to receive reports in the next section.

2.8 Before We Move On...

This training helps all campus community members understand, prevent, and respond to sexual harassment and sexual violence. Some campus employees also have reporting obligations when they learn about a past or current violation of the campus policy.

Responsible Employees

Employees who have these reporting obligations are called "Responsible Employees" and are notified by the Title IX Coordinator about their responsibilities. They are designated in this role because they are in leadership positions, security and safety positions, work closely with students or minors, or are involved in the university response procedures. All Responsible Employees have an annual training requirement.

When Responsible Employees inform the Title IX Coordinator about an allegation of sexual harassment or sexual violence, a staff member from the Sexual Misconduct Resource and Response Program will contact the victim and provide them information in writing about all the University support resources and response options available to them. It does NOT automatically trigger a formal investigation, but it does explain that option.

Even if you are not a designated Responsible Employee, you are still encouraged to report potential policy violations to SMRRP. If you have questions about reporting, you can talk to the SMRRP staff member or review their website.

Reporting Obligations for all UW-Madison Employees

Under Wisconsin state law, all UW-Madison employees have reporting obligations for the following misconduct.

All employees must report:

1. If they witness a sexual assault on campus or receive a report from a student that they were sexually assaulted. Information collected for this report is statistical only and does not require identifying information about the student.
2. Any incident or threat of child abuse or neglect if there is reasonable cause to believe the abuse or neglect has occurred or will occur.

To learn more about your UW-Madison reporting obligations and how to submit a report, please review the reporting requirements on the Office of Compliance website.

3.0 Section Three: Reporting Options & Campus Policies

Now, let's look at options on campus and around Madison for requesting a formal investigation of a complaint.

You will learn the following in this section:

- How and where can I request an investigation?
- What happens if I report to law enforcement?
- Where can I find more info about UW-Madison's investigation procedures?

3.1 Investigation Information

Right and Choice to Report

UW-Madison gives employees the power to make the best decisions for themselves when they report to campus or law enforcement agencies. Some employees choose to report only to the university. Some choose to report only to law enforcement. And some choose to report to neither or to both. Survivors who report can choose to participate in the process and give as much or as little information as they want.

Federal Law

Federal law requires the campus to respond promptly and effectively when it learns about a case of sexual harassment or sexual violence. The exact campus response depends on the details of the case.

What you can expect

UW-Madison will respond promptly, effectively, and fairly to reports of sexual harassment or sexual violence. The University will first work to support the complainant and other affected parties. Then, in

consultation with the complainant, determine what other response is best. This may include a formal investigation.

When a Report is Made

As we discussed, when the Sexual Misconduct Resource and Response Program receives a report, staff first address any safety concerns or requests for help. Staff will also offer options for university intervention, including a formal investigation. The university usually does not have to investigate if the complainant does not want that to happen.

Response Options

The university has different response options. It can use preventative measures, such as No-Contact Directive or another solution to make sure the behavior does not continue. The university can also investigate and determine whether the respondent violated the University Policy on Sexual Harassment and Sexual Violence. If yes, the university can discipline the respondent.

Obligation to respond

Campus may be required to respond if you report ongoing behavior that could harm other students or employees. If you are not sure how you want the university to respond, consider first speaking with one of the confidential resources we talked about. You can find UW-Madison policies on reports of sexual harassment and sexual violence on the Office of Compliance website, in the Annual Security and Fire Safety Report, and in the Provost Guide to Safe Learning and Work Environments.

3.2 Reporting to Campus

You can work with the Sexual Misconduct Resource and Response Program, Office of Workforce Relations, or Dean of Students Office to report sexual misconduct to the university. The Sexual Misconduct Resource and Response Program works with the Office of Workforce Relations and the Dean of Students Office to address sexual harassment and sexual violence.

Title IX Coordinator/SMRRP:

Call: 608-890-3788

Email the Title IX Coordinator/SMRRP (mailto:titleIX_coordinator@wisc.edu)
354 Bascom Hall

The Sexual Misconduct Resource and Response Program is overseen by the Title IX Coordinator and receives allegations of sexual harassment and sexual violence and coordinates UW-Madison's response. Program staff provides complainants with support, protective measures, academic or employment accommodations, referrals to confidential resources, and options for university intervention (such as investigations).

Office of Workforce Relations:

Call: 608-265-2257
Email the Office of Workforce Relations (mailto:wr@ohr.wisc.edu)
21 N. Park Street, Suite 5101

The Office of Workforce Relations promotes respect between campus community members, encourages a positive work environment, helps resolve workplace issues, and acts to prevent problems.

Dean of Students Office:

Call: 608-263-5700
Email the Dean of Students Office (mailto:dean@studentlife.wisc.edu)
70 Bascom Hall

The Dean of Students Office is a unit of the Division of Student Affairs. It connects students dealing with personal, academic, or health issues to campus and community resources.

Both the Office of Workforce Relations and the Dean of Students Office work with the Sexual Misconduct Resource and Response Program to resolve reported concerns.

If you want interpretation services when you make a report to any of these offices, please call Cultural Linguistic Services at (608) 265-4691. UW-Madison cares about the needs and rights of victims. Remember, help is available even if someone chooses not to report.

3.3 Reporting to Law Enforcement

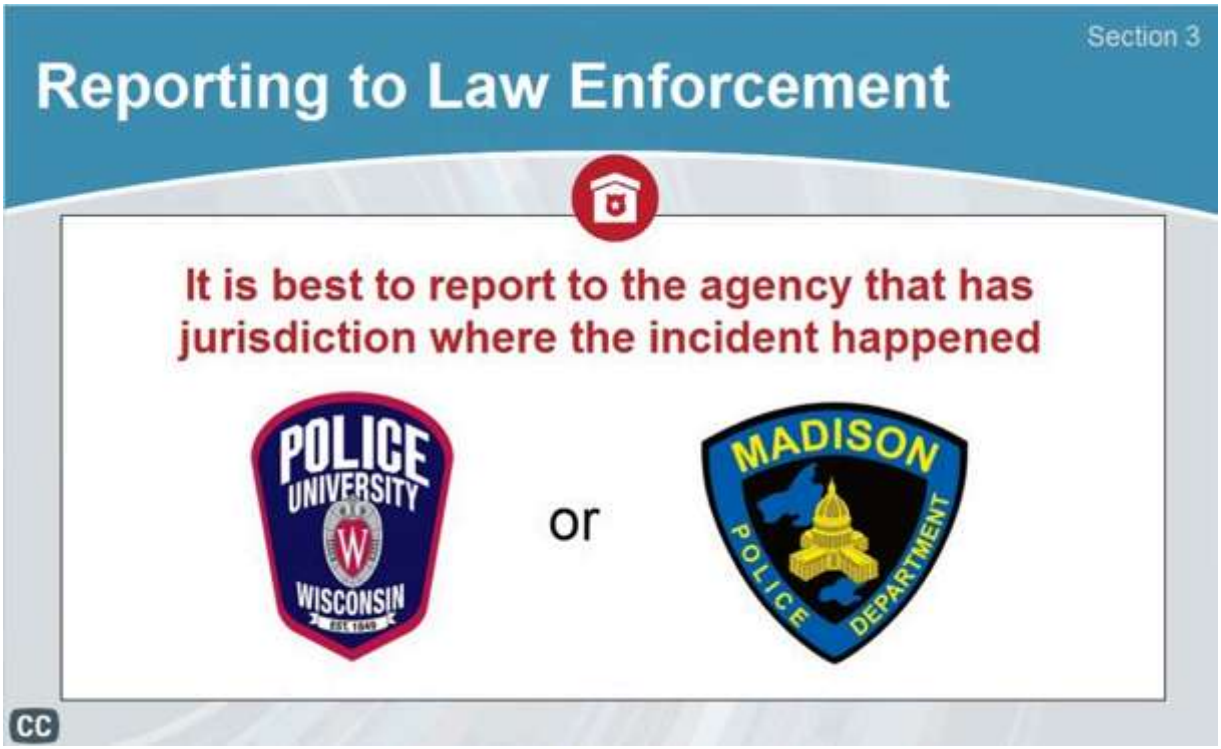


Figure 1: University Police and Madison Police logos

Next, you will learn about 2 local law enforcement agencies: the UW-Madison Police Department and the Madison Police Department. If you don't live in the Madison area, you can contact your local law enforcement agency. Remember, it is best to report to the agency that has jurisdiction where the crime happened, but UW-Madison or any police department can help you find the right place to report. The Sexual Misconduct Resource and Response Program and other reporting offices can also help you find the right place to file a police report.

UW-Madison Police Department

The UW-Madison Police Department is a full-service, 24-hour law enforcement agency. UWPD officers have the authority to make arrests; it does not matter if the respondent is connected to the university or not.

Call: 608-264-2677 (24-hour help)
1429 Monroe Street, Madison WI 53711

Madison Police Department

You can contact the Madison Police Department or any other local law enforcement agency 24 hours a day to report sexual assault, dating violence, domestic violence, stalking, and other crimes.

Call: 608-261-9694 (24-hour help)
211 S. Carroll Street, Madison WI 53703

3.4 Reporting: Campus vs. Criminal Process

Survivors have the right to ask campus authorities to help them report to law enforcement agencies. They also have the right not to tell law enforcement agencies. Chapter 950 of the Wisconsin Statutes describes the Crime Victim Rights that protect crime victims who report to law enforcement agencies in Wisconsin.
There are differences between the criminal process and the campus process. Under the campus process, the university can penalize a student or employee who violates university policies and procedures. Under the criminal process, **a** law enforcement agency can arrest and charge people with criminal offenses. Law enforcement can only act on behavior that breaks criminal law. Some behavior that violates university policy may not break criminal law.

The UW-Madison disciplinary process determines responsibility in sexual harassment and sexual violence cases based on a “preponderance of the evidence” standard, meaning “more likely than not.” The criminal justice system uses a higher “beyond a reasonable doubt” standard for criminal conviction.

Remember, UW-Madison may have limited ability to penalize or restrict a person who is not officially connected to the university. However, any complainant affiliated with the university campus members still has the right to accommodations or other help from the university.

3.5 Preserving Evidence

Preserving evidence from the crime or policy violation may strengthen an investigation.

To preserve evidence:

- save related communications or social media messages
- keep notes or journals about behaviors and events
- contact the university or private businesses to save any relevant surveillance footage
- keep clothes or bedding from the event, and you may also
- ask a forensic nurse take pictures of injuries

The Forensic Nurse Examiners Program at UnityPoint Health Meriter can answer questions about this.

3.6 Investigations and Disciplinary Procedures

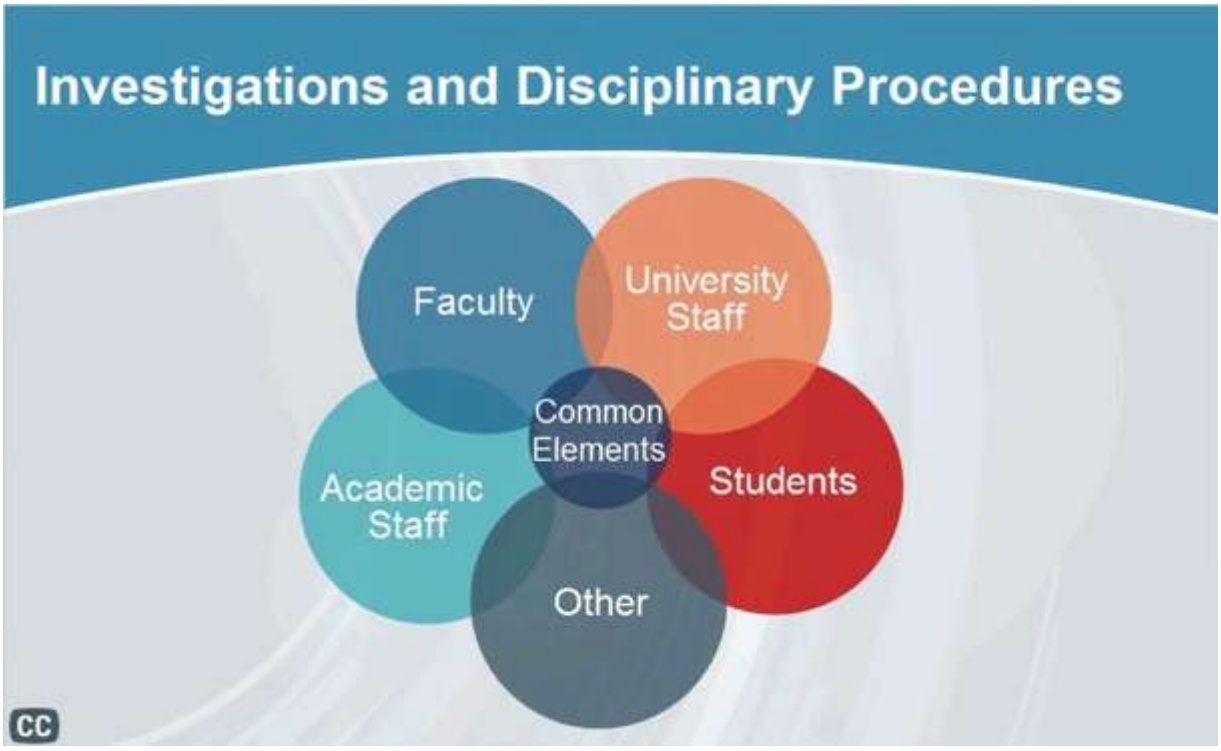


Figure 2: Investigations and Disciplinary Procedures at UW-Madison cover Faculty, Staff, Students, and persons present on campus.

UW-Madison takes all reports of sexual harassment and sexual violence seriously. Disciplinary processes depend on the respondent's role at UW-Madison: faculty, University Staff, Academic Staff, or student. Some investigative and disciplinary procedures are the same for all respondents. University policies prohibiting sexual harassment and sexual violence also cover other people, including volunteers, visitors, guests, and third-party vendors or contractors working on university projects.

Prompt, Fair, and Impartial

All disciplinary procedures require prompt, fair, and neutral investigation and resolution. Officials get training every year on sexual harassment and sexual violence issues and how to conduct fair investigations and hearings that protect the safety of everyone involved. Complainants and respondents can present information during the investigation, and they both get the results in writing.

Equitable Rights and Equitable Participation

Complainants and respondents have the right to choose someone to go with them to all steps in the disciplinary process. UW-Madison encourages people to bring a support person to any related meeting. Support persons can be victim advocates, friends, family members, paid attorneys, or others. In limited situations, the university may appoint an advisor for a complainant or respondent during a hearing if they do not have their own advisor. UW-Madison gives disciplinary proceeding results in writing to the complainant and respondent at the same time. UW-Madison also explains

how they can appeal the result (or ask for a different decision). Complainants and respondents get equal rights to appeal when campus procedures allow for appeals.

Disciplinary Procedures and Penalties

UW-Madison uses the “preponderance of the evidence” standard. When an investigation finds a respondent responsible, the university determines penalties based on the respondent’s offense, connection to the university, and past disciplinary history. Penalties can range from reprimand to termination. While the notice and investigation process will be quite similar for all employee investigations, each employee category (faculty, Academic Staff, and University Staff) does have distinct procedures for final discipline and dismissal decisions. A separate process is in place for students.

3.7 Section 3 Knowledge Check

Question 1

Where can you report violations of the campus Policy on Sexual Harassment and Sexual Violence? Choose 4 offices from the list below.

- Sexual Misconduct Resource and Response Program (Title IX Coordinator)
- UW-Madison Police Department (UWPD)
- Dean of Students Office
- Human Resources Manager
- Freedom, Inc.
- Office of Workforce Relations
- Dane County Rape Crisis Center

Correct Answer

- Sexual Misconduct Resource and Response Program (Title IX Coordinator)
- Dean of Students Office
- Human Resources Manager
- Office of Workforce Relations

Note: Freedom, Inc. and the Dane County Rape Crisis Center do not take reports of sexual harassment and violence for UW-Madison. However, they are confidential community resources that can support victims of sexual harassment and violence.

Question 2

Is this statement true or false? If sexual harassment or sexual violence is reported to the Sexual Misconduct Resource and Response Program, the university will automatically begin a formal investigation.

Correct Answer
False. The complainant will be given the option of a formal investigation, but they do not need to choose that option. Even if the university is obligated to respond or investigate for the safety of others, the complainant will not be required to participate.

Question 3

Is this statement true or false? Because the Sexual Misconduct Resource and Response Program is not confidential, if I contact their staff my information will be available to the public.

Correct Answer
False. While the Sexual Misconduct Resource and Response Program is **not confidential** like a counseling or advocacy program, it does keep sensitive information as private as possible. Within the university, information will only be shared with those who have a need to know to implement a university response. The university does not release identifying information of victims unless they are legally obligated to by a court, and even then privacy can be protected. Student records are also protected by federal law.

Question 4

Is this statement true or false? If someone wants to file criminal charges, they should contact law enforcement, not the University.

Correct Answer
True. UW-Madison can address alleged violations of campus policy. If you want to request a criminal investigation, you should contact law enforcement. The Sexual Misconduct Resource and Response Program can help you find the correct law enforcement agency to contact, but cannot pursue criminal charges.

Question 5

When the university receives a report that an employee has engaged in sexual harassment, that employee is automatically fired.

Correct Answer
False. UW-Madison can only take disciplinary action after investigating and giving respondents a chance to respond to allegations of sexual harassment or sexual violence. When investigations find misconduct, the university considers details of the case to decide the appropriate penalty, which may be termination.

4.0 Completion

4.1 Summary of What We've Learned

We have shared some very important information in this course:

- We gave you definitions of sexual harassment and sexual violence with scenarios that highlight these behaviors in different settings.
- We talked about bystander intervention strategies you can use when you see these behaviors on campus.
- We described ways you can support someone who experiences sexual harassment or sexual violence.
- We identified confidential campus and community resources that UW-Madison employees can use.
- We explained options for reporting sexual harassment and sexual violence.
- We outlined UW-Madison's policies and procedures for responding to sexual harassment and sexual violence reports

4.2 If you have a question, please call…

Title IX Coordinator:

Call: 608-890-3788
354 Bascom Hall
Email the Title IX Coordinator (mailto:titleIX_coordinator@wisc.edu)
Office of Compliance website (http://www.compliance.wisc.edu/titleIX/)

Office of Workforce Relations:

Call: 608-265-2257
21 N. Park Street, Suite 5101
Email the Office of Workforce Relations (mailto:%20wr@ohr.wisc.edu)
OHR website (http://www.ohr.wisc.edu/workforce/)

We recognize that this presentation may not have answered all of your questions about this important topic. If you have questions or want more information, please contact the university's Title IX coordinator or the Office of Workforce Relations.

To receive credit for the completion of this text-based version of the training:

Please contact the Office of the Title IX Coordinator at the following email address:
titleIX_coordinator@wisc.edu (mailto:titleIX_coordinator@wisc.edu)

Thank you.