

# Title IX Office Services: How We Can Help You Support Your Communities

**Jason Killheffer**

Senior Deputy Title IX Coordinator

**Katie Shirley**

Yale College Deputy Title IX Coordinator

**Erin Farley**

Manager, Prevention, Education, and Outreach

**October Mohr**

Title IX Program Specialist

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## Overview of Session:

- Case handling protocols
- Maxient reporting form
- Prevention and outreach opportunities
- Tracking trainings and other events

# Case Handling Protocols

- Intake of a new disclosure
- Offer supportive measures
- Review options
- Identify next steps and follow-up plan
- Assistance from the Title IX Office is always available

# Supportive Measures

- Academic Accommodations
- Residential Accommodations
- Other Accommodations
- No Contact Agreements
  - vs. No Contact Orders (UWC)
- Educational Conversations about Behavior
- Other Outreach



## Title IX Coordinator Intake/Update Reporting Form

For every report of possible sexual misconduct or gender discrimination, the Title IX coordinator receiving the report should complete and submit this form as soon as possible after intake and when case updates are available. For questions about using this form, please contact the Title IX Office at [titleix@yale.edu](mailto:titleix@yale.edu) or 203-432-6854.

### Background Information

Please include your name and email address. In addition, please check the box at the bottom of the form if you would like to receive an email copy of this report.

## Maxient Reporting Form

- Prompt and accurate Maxient inputs allow us to adequately track cases and provide timely support.
- Overview of sample report



# Reporting Form Tips

- Who, what, where, when
- Pronouns if known
- Facts, not opinions
  - Do not label a student's experience if they have not
- Actions taken, be specific
- Next steps and follow-up plan



# Sample Report

Please provide a summary of the incident or behavior reported, including the affiliation of the parties (actions taken will be collected below).

SHARE connected Coordinator with student. Coordinator met with student (she/her) on 10/25 at 9 am via Zoom. Student shared that she and another student (he/him) were engaged in otherwise consensual sexual activity in her room at The Taft apartments when he removed the condom and finished inside of her without her permission. Student did not want to share respondent's name but he is a Yale student. Coordinator discussed supportive measures including a no contact agreement, academic accommodations, educational conversations about behavior, and residential accommodations. Student requested a single academic accommodation. Coordinator promised to follow up with student in early spring to gauge her interest in a no contact agreement.

When did the concern(s) occur? (provide specific date or date range if known, or provide an approximate time frame)

Early October

How does the complainant want to see the matter resolved (if known)?

The complainant did not want to share the respondent's name at this time. She shared that she may have classes with him in the spring and, if so, she would like to discuss a no contact agreement further.

Is the complainant seeking any supportive measures? If so, what?

Coordinator provided an academic accommodation by reaching out to English 101 professor to get student a three day extension on paper three. Student may want a no contact agreement (coordinator revisiting in spring).

# Insufficient Detail

Please provide a summary of the incident or behavior reported, including the affiliation of the parties (actions taken will be collected below).

Student was assaulted.

When did the concern(s) occur? (provide specific date or date range if known, or provide an approximate time frame)

2022

How does the complainant want to see the matter resolved (if known)?

Wanted support.

Is the complainant seeking any supportive measures? If so, what?

Academic.



# Too Much Detail

Please provide a summary of the incident or behavior reported, including the affiliation of the parties (actions taken will be collected below).

A counselor from SHARE connected the student with the Coordinator via an email introduction. Coordinator replied to the email approximately three hours later and met with the student two days later. The meeting lasted 37 minutes (12:00-12:37 pm). Coordinator introduced self and role in school. Student shared that she only has ten credits left before graduation. She is from New York, New York. After rapport building and small talk, student and Coordinator discussed her concerns. Student shared that she met another Yale student at Elm City Social around 11 pm on Saturday 10/22 and after kissing there they decided to go home together. He went back to her apartment at the Taft and they began having consensual sex. Without her consent, he removed the condom and finished inside of her. He left shortly after. They exchanged numbers at the bar before the incident but he has not texted her. She has not blocked him at this point, but said she plans to do so if he ever reaches out. She has been struggling academically since the incident and, after meeting with SHARE and learning that Title IX offers academic accommodations, wanted to speak to the Coordinator. She asked for an extension on her next paper for English 101. She thanked the Coordinator and said she may reach out for more academic accommodations, but wants to try not to because she wants to get a PhD and thinks extensions will reflect poorly on her candidacy. Coordinator tried to help the student understand that it is okay, but the student refused anything further at this time. She did not want to share the respondent's name at this time but shared that at the bar that night she learned that they are in the same program. Therefore, he may be in her classes in the spring, in which case she would like a no contact agreement. Coordinator promised to touch base with her if she did not hear from her again before the start of the spring term. Coordinator thanked student for her time and willingness to come forward.

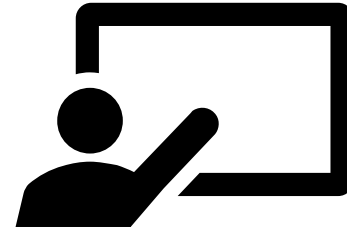
# Purposes of the Maxient Reporting Form

- Documentation of all Title IX-related disclosures and inquiries, including actions taken (or not)
- Supports analytics, tracking, and trend spotting
- Efficient and thorough follow-up and support from Title IX Office

# Prevention and Outreach Opportunities

The Title IX Office is a resource for you for workshops and training materials. We can help facilitate trainings, prepare slides, and assist in recording video presentations on topics such as:

- Overview of Title IX and Resources
- Title IX Reporting Obligations
- Responding Supportively to Disclosures
- Bystander Intervention

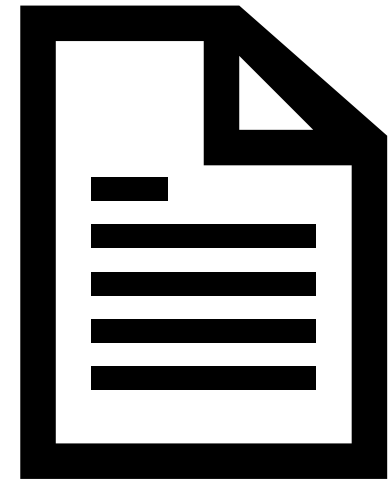


To discuss prevention and outreach opportunities email Erin Farley at [erin.farley@yale.edu](mailto:erin.farley@yale.edu)



# Tracking Trainings and Events

- Accurate training tracking allows the Title IX Office to analyze trends, identify areas where increased training is needed, and report out on prevention and education efforts.
- The Qualtrics form is located in Box
- Questions? Email October Mohr ([october.mohr@yale.edu](mailto:october.mohr@yale.edu))



# Questions?

