




# Office of Civil Rights & Title IX

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# PPM 3005, 3010 & 3011

- OCR covers discrimination based on race, color, ethnicity, national origin, sex, sexual orientation, gender identity, religion, age, ancestry, disability, genetic information, military status, or veteran status is prohibited.
- This Policy applies to persons who are on campus or who are otherwise participating in University-sponsored programs and activities, such as employees, students, contractors, vendors, visitors, applicants for employment or admission, and guests.

# Our Role at K-State



- Oversee the university's compliance efforts with state and federal laws
  - **Title VI** of the Civil Rights Act of 1964 prohibits discrimination based on color, race, or national origin by any institution, activity, or program that receives financial assistance from the federal government.
  - **Title VII** of the Civil Rights Act of 1964 prohibits employment discrimination based on national origin, color, sex, race, or religion. This law's prohibition against sex discrimination at work also includes prohibitions against discrimination based on sexual orientation, gender identity, and pregnancy status.
  - **Title IX** of the Education Amendments of 1972
  - **Section 504** - federal law designed to protect the rights of individuals with disabilities in programs and activities that receive Federal financial assistance.



# Protected Categories Under Civil Rights Laws

- Race
- Color
- Ethnicity
- National Origin
- Sex
- Sexual Orientation
- Gender Identity
- Religion
- Age
- Ancestry
- Disability
- Genetic Information
- Military Status or  
Veteran Status



# Title IX Offenses

- sexual harassment
- sexual assault
- domestic violence
- dating violence
- stalking



# OCR & T9 Process



- Fair and impartial.
- Complainant driven.
- Due process.
- Separate process than legal system.
- Determination if alleged conduct can be investigated is based on federal laws and definitions.
- Protection against retaliation

# PPM 3005 & 3010 Processes



- Step 1: Initial Complaint or Report
- Step 2: Initial Determination Regarding Jurisdiction and Validity
- Step 3: Formation of the Administrative Review Team (ART)
- Step 4: ART's Initial Evaluation of the Complaint
- Step 5: Formal Written Complaint
- Step 6: Investigation
- Step 7a (Title IX): Review of Evidence and Hearing
- Step 7b (Nondiscrimination): Determination and Written Report
- Step 8: Appeal

# Mandated Reporter/Responsible Employee

## Are you a responsible employee?

There are two categories of Responsible Employees that are required to report information to the Office of Institutional Equity:

### Administrators and Supervisory

Administrator Responsible Employees are management level personnel. This typically includes department and unit heads, directors, and equal or higher ranking administrators. **Administrator Responsible Employees must report all potential prohibited conduct in any university employment, program or activity, regardless of their lack of personal supervisory responsibilities over the Complainant or Respondent.**

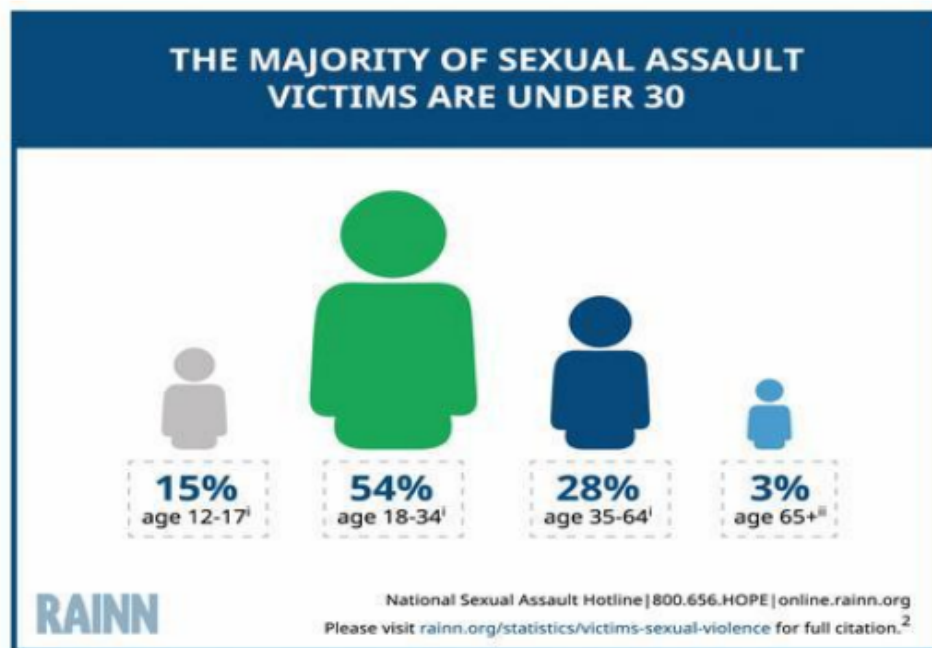
Supervisory Responsible Employees are personnel with authority over other employees or students (such as day-to-day management of employee tasks, or hiring and firing responsibility) or with authority over a particular university environment (such as responsibility for a classroom or floor of a residence hall). **Supervisory responsible employees are only required to make reports to OIE within their area of supervisory responsibility, but they are strongly encouraged to report all potential prohibited conduct of which they might be aware.**

For example, regarding supervisory Responsible Employees, if a professor who controls a classroom or lab learns about potential prohibited conduct within the classroom or lab, then the professor must report the conduct to OIE. Similarly, a resident assistant (RA) in a residence hall must report any potentially prohibited conduct in that facility

## What if I'm not a mandated reporter?

### Why does this matter?

- Sexual assault is an *epidemic*
  - 1 out of every 6 women has been the victim of an attempted or completed rape in their lifetime
  - 1 in every 33 men have experienced an attempted or completed rape in their lifetime
  - 21% of LGBTQ college students have been sexually assaulted
  - Native Americans are twice as likely to experience a rape/sexual assault compared to all races
  - Approximately 70% of rape or sexual assault victims experience moderate to severe distress, a larger percentage than for any other violent crime





# QUICK TIPS

## DO:

- Thank the person for seeking support
- Inform the person of your reporting obligation as soon as possible
- Ask the person if they feel safe now – if not, what do they need to feel safe immediately?
- Check in with yourself
- Offer to connect the person with resources
- Follow reporting protocol as required

## DON'T:

- Don't try & "solve" the situation on your own – you must report
- Don't ask "why" questions
- Don't be directive
- Don't ask invasive/"intake" questions
- Don't use language they're not using
- Don't discuss confidentiality with an involved party; these matters are complex and these types of conversations should occur with OIE

### Other items to remember:

- You are not obligated to contact University Police, Counseling Services, CARE, etc. ***unless the person requests it***; you ***are*** obligated to contact OIE and notify OIE of all information you have received
- Reports to OIE ***can and should*** be made at any time, including times when you're "***off the clock***" and you become aware of an OIE matter which involves at least 1 person who is affiliated with Kansas State University in any capacity; keep in mind this includes visitors, applicants, candidates, staff, faculty, students, whether part-time staff/faculty or concurrently enrolled students; this also includes high school students who have already been admitted and/or enrolled as a new student, but may have not have graduated high school yet



# Confidential Resources

## **State of Kansas Employee Assistance Program (EAP)**

<https://sehp.healthbenefitsprogram.ks.gov/benefits/eap>

lower level of Lafene Health Center Building

Phone: 1-888-275-1205 (Option 1)

## **Center for Advocacy, Response, and Education (CARE)**

<https://www.k-state.edu/care/>

206 Holton Hall – [ksucare@k-state.edu](mailto:ksucare@k-state.edu)

Phone: 785-532-6444

## **The Crisis Center Inc.**

Phone: 785-539-2785

Phone: 1-800-727-2785



# Non-Confidential Resources

## Office of Civile Rights & Title IX

<https://www.k-state.edu/oie>  
220 A Kedzie Hall – [equity@k-state.edu](mailto:equity@k-state.edu)  
Phone: 785-532-6220

## K-State University Police Department

\*(criminal process is separate from ours)  
<http://www.k-state.edu/police>  
Phone: 785-532-6412, [police@k-state.edu](mailto:police@k-state.edu)

## Riley County Police Department

\*(criminal process is separate from ours)  
[www.rileycountypolice.org](http://www.rileycountypolice.org)  
Phone: 785-537-2112

## U.S. Department of Education – Office of Civil Rights

Phone: 800-421-3481, [ocr@ed.gov](mailto:ocr@ed.gov)

# How Do I Report to OCR & T9?

1. Calling OCR & T9 at (785) 532-6220
2. Stopping by OIE in person: 220A Kedzie Hall
  - Monday-Friday 8am-5pm
3. Sending an email directly to
  - [equity@ksu.edu](mailto:equity@ksu.edu)
  - [frederick@ksu.edu](mailto:frederick@ksu.edu)
4. Completing an online report-- link located on our website and K-State ReportIt website
5. [REPORT LINK](#)



# QUESTIONS?

Equal opportunity to

**LEARN, WORK, AND CONTRIBUTE**

