

Dickinson

Guide for Faculty and Staff: Sexual/Gender-Based Misconduct Disclosures

1. Compassionately listen:

- Sometimes a person shares with us an experience they have had. They trust that we are there for them through difficult situations or when they need support.
- Listen empathetically and let them know that you will privately share the information with the Title IX Coordinator, who will email them to offer support and help. Let them know that the Title IX Coordinator will email them to provide more information and a time to meet, but it is their choice whether to speak with or meet with the Title IX Coordinator.
- Provide non-judgmental support. Avoid questions or remarks that show doubt or suggest blame. Respond with compassion and sensitivity.

2. Attend to safety & well-being:

- Ask them if they are safe. If they share that they are not safe, help them get to a safe place. Call Dickinson's Department of Public Safety, if needed, at 717-245-1111.

3. Refer & share resources:

- Review reporting options with the person – both the right to file a report with law enforcement and to file a report with Dickinson College.
- Share with the person information on confidential on-campus and off-campus resources.
- Report information to the Title IX Coordinator

4. Empathize & support:

- Empathize with the person and remember that the person is empowered to make choices that they are comfortable with.
- Consider how you as a faculty or staff member can support them, for example:
 - ☐ direct them to reporting options and confidential resources,
 - ☐ speak with the TIX Coordinator to consider available support services/accommodations.
 - ☐ Remember, you are also obligated to report suspected abuse of a minor (if the survivor is under 18). See our [Protection of Minors Policy & Procedure](#).

C – compassionately listen

A – attend to safety & well-being

R – refer & share resources

E – empathize & support

At Dickinson College, all employees including faculty are Mandated Reporters (except those identified and designated as confidential employees).

Every member of the Dickinson College community is required by law to report suspected or known child abuse/neglect.

KAT MATIC, Title IX Coordinator

dickinson.edu/titleix - report online

matick@dickinson.edu | 717-254-8316

DEPARTMENT OF PUBLIC SAFETY (DPS)

Emergency/Safe Walk Escort: 717-245-1111 (Ext. 1111 on campus)

Non-emergency: 717-245-1349 (Ext. 1349 on campus)

Reporting Options

Report Online: [Dickinson.edu/titleix](https://dickinson.edu/titleix)

**Available to anyone. You can remain anonymous if you prefer by not including your name and email on the form.*

Title IX & Sexual Respect Office

41 Conway Street

Hours: M-F 8:30a.m. to 4:30p.m.

Kat Matic, Title IX Coordinator

717-254-8316

matick@dickinson.edu

titleix@dickinson.edu

Department of Public Safety (DPS) Available 24/7

400 W. North Street, Carlisle, PA 17013

717-245-1111 (Ext. 1111 on campus)

Non-emergency: 717-245-1349

(Ext. 1349 on campus)

DPS online anonymous tip form:

[Dickinson.edu/anonymoustipform](https://dickinson.edu/anonymoustipform)

Emergency Off-Campus Law Enforcement: 911

Dickinson College community members are required to report suspected or known child abuse immediately to three places:

1. **Childline by calling 800-932-0313 (TDD: 866-872-1677)**
2. **The Director of Enterprise Risk Management: 717-245-1029, and**
3. **The Chief of Public Safety (DPS): 717-245-1111.**

The Title IX Coordinator or Department of Public Safety can help you with the reporting.

**DICKINSON'S SEXUAL
VIOLENCE HOTLINE**
Available 24/7, Confidential
717-609-4244

Confidential On-Campus Resources

If a Complainant would like the details of an incident to be kept confidential, the Complainant may speak with the following Dickinson College Confidential Employees:

- On-campus licensed professional counselors and staff
- On-campus health service providers and staff
- On-campus members of the clergy/chaplains working within the scope of their license or ordination
- Director of Women's Center
- Director of LGBTQ+ Center

Confidential Off-Campus Resources

YWCA CARLISLE'S SEXUAL ASSAULT/RAPE CRISIS SERVICES OF CUMBERLAND COUNTY

888-727-2877

DOMESTIC VIOLENCE SERVICES OF CUMBERLAND AND PERRY COUNTIES (DVS)

717-258-4806 | **24/7 Hotline:** 800-852-2102

RAINN (NATIONAL SEXUAL ASSAULT ONLINE HOTLINE) Free 24/7 Confidential Online Chat:

hotline.rainn.org/online

SEXUAL VIOLENCE LEGAL ASSISTANCE PROJECT

717-901-6784 | pcar.org/help-pa/legal

The Pennsylvania Coalition Against Rape (PCAR) provides holistic legal advice and counsel, and short-term representation to victims of rape and sexual assault.

Pregnancy-Related Disclosures: Employees should NOT report the information about a pregnancy notice unless the individual asks them to. Pregnancy is a medical condition, and the privacy related to it should be respected. The employee should inform the pregnant individual that the Title IX Office is the source to provide reasonable modifications related to their pregnancy, that pregnancy is a protected class and then provide TIX Coordinator contact information.