



# Statement on Responsible Employee Policy

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*This statement is intended as a guideline in the absence of College-approved language on this subject.*

## **Responsible Employee Policy**

Because your health and safety are paramount to me and to every member of the Coast Community College District, the District has a policy that every Responsible Employee – your professors included – is *required* to file a formal report if we hear of an incident of sexual assault or sexual harassment. If you disclose information relating to sexual assault or sexual harassment to me, or to any other employee on this campus (with the exception of licensed therapists in the Student Health Center), we are obligated to report your name, the name of the alleged perpetrator/s, and any other relevant information you provide.

You can report information relating to sexual assault confidentially to licensed therapists in the campus Student Health Center. Additionally, you will find many links to sexual assault hotlines, resources, and awareness organizations in our class Canvas shell. You can find additional information regarding confidential and non-confidential reporting options and on- and off-campus resources on the College Title IX site\*.

*\*NOTE: Instructors may hyperlink the phrase "College Title IX site" to their College's Title IX site, or they may select a different, relevant link for resources.*