

# *Sexual Misconduct, Discrimination, and Harassment Reporting Requirements at Yale University*

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## **Who is required to report sexual misconduct involving students?**

All Yale faculty and staff must report any incident of sexual misconduct involving students to the Title IX Office. This requirement also applies to postdocs, teaching fellows or teaching assistants, and any student worker with respect to the students they are currently teaching, advising, or mentoring in the course of their job duties.

## **What additional reporting requirements do supervisors have?**

When acting in their supervisory capacity, supervisors must report all concerns related to discrimination and harassment based on protected characteristics, as well as related retaliation involving students, trainees, staff, or faculty to the Office of Institutional Equity and Accessibility (OIEA). Additionally, they are required to report concerns related to sexual misconduct involving students, trainees, staff, or faculty to the Title IX Office.

## **Why do these reporting requirements exist?**

These reporting requirements are informed by federal and state law and exist so that individuals affected by sexual misconduct, discrimination, or harassment receive timely and accurate information about resources and options available to them. This reporting also helps the University track and respond to trends and areas of concern.

## **Are there campus resources that are exempt from these reporting requirements?**

Yes, Yale offers a variety of counseling and emotional support resources that are exempt from these reporting requirements. These resources include the SHARE Center, Mental Health & Counseling (including YC3 College Care Clinicians and embedded counselors), and University Chaplains. In addition, Yale Health clinicians are exempt from these reporting requirements when acting in their clinical capacities.

## **How can individuals with reporting requirements fulfill their obligations?**

If you have a reporting requirement and someone shares a concern with you, inform them early in the conversation that you will be notifying the Title IX Office or OIEA so that they can receive information about support resources and options. Listen attentively, avoid judgment, and offer to connect them with confidential resources.

Report promptly using the [Sexual Misconduct, Discrimination, and Harassment Reporting](#) Form (available on the Title IX and OIEA websites), or by contacting the offices directly. Include names and other details if known, but do not investigate or ask for details beyond what is shared.



**Title IX Office**  
[titleix@yale.edu](mailto:titleix@yale.edu)  
203-432-6854 (M-F, 9-5)



**Office of Institutional  
Equity and Accessibility**  
[equity@yale.edu](mailto:equity@yale.edu)  
203-432-0849 (M-F, 9-5)

# Navigating Disclosures of Sexual Misconduct, Discrimination, or Harassment for Individuals with Reporting Requirements

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## *Listen attentively and non-judgmentally.*

- Start by listening and let the person disclosing lead the conversation. The person talking to you is likely in need of support as well as information.
- An individual impacted by sexual misconduct, discrimination, or harassment may be experiencing any of a wide range of responses and/or emotions: there is no “typical” way to react to these types of experiences.
- Many individuals will not label their experience as sexual misconduct, discrimination, or harassment. They may describe situations impacting their academic or professional experience that you might recognize as such. Avoid labeling their experience or making assumptions about their feelings.
- While it is not your role to label their experience, it is your responsibility to inform the individual about support resources and fulfill your reporting requirement.



## *Inform the individual of your reporting requirements.*

As early as possible in the conversation, you should remind the individual of your responsibility to reach out to the Title IX Office or OIEA. Explain that the purpose of this responsibility is to make sure that they receive timely and accurate information about their rights and options. Inform them that they will receive outreach containing information about support resources and resolution pathways, typically via email from the Title IX Office or OIEA, and that it is their choice whether to respond.

Here is an example of how you might communicate your reporting requirement:

“ I appreciate you telling me and want to support you. I do have a responsibility to reach out to the Title IX Office [or OIEA] so that you receive information about the support options and resources available to you. Speaking with them may be helpful but it is completely your choice whether you do or not.”



## *Contact the Title IX Office or OIEA.*

To fulfill your reporting requirement, contact the Title IX Office or OIEA as soon as possible by filling out the reporting form on the Title IX or OIEA websites, or by contacting the applicable office directly. The Title IX Office can be contacted at [titleix@yale.edu](mailto:titleix@yale.edu) or 203-432-6854. OIEA can be reached at [equity@yale.edu](mailto:equity@yale.edu) or 203-432-0849.

For questions regarding these reporting requirements, contact the Title IX Office or OIEA.