



# BENTLEY UNIVERSITY

## Appendix C: Types of Title IX Employees at Bentley University

### Title IX at Bentley: People Who Can Help

Faculty and staff members on campus have different roles and responsibilities in reporting information should a student disclose an act of sexual misconduct. Please pay close attention to both confidential and responsible employees, as they have markedly different duties for reporting information. The list of responsible employees is up to date as of August 1, 2017.

#### Confidential Employees

- These staff members are **not required to report** any information about an incident without a student's permission.

#### Limited Reporters

- These staff members can generally talk to a student without revealing any personally-identifiable information about an incident. A student can seek assistance and support from these individuals without triggering a University investigation that would reveal the student's identity or the fact that the student has disclosed the incident.

#### Responsible Employees

- These employees **have the duty to report** incidents of sexual violence or other student misconduct. If a student tells a responsible employee about an incident of sexual violence, the student has the right to expect the University to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably.
- A responsible employee must report all relevant details about the alleged sexual violence shared by the student, including the names of all students involved; the nature of the alleged incident; and the date, time, and specific location of the alleged incident.
- To the extent possible, information reported to a responsible employee will be shared only with people responsible for handling the University's response to the report. A responsible employee should not share information with law enforcement without the student's consent.

#### Responders

- These individuals, including most faculty and staff on campus, are encouraged to notify the University when a student reports an incident of sexual violence or misconduct, especially if there is cause for fear of a person's safety. These individuals consist of those without supervisory responsibility or authority to address sexual misconduct.
- *If you are unsure of someone's duties and ability to maintain your privacy, ask them before you talk to them.*

# Title IX at Bentley: People Who Can Help

For more information regarding resources and support, please contact:

- Erin Kelley, Title IX Coordinator: 781-891-2329 | [ekelley@bentley.edu](mailto:ekelley@bentley.edu)
- Alex Hirs, Deputy Title IX Coordinator for Students: 781-891-2364 | [ahirs@bentley.edu](mailto:ahirs@bentley.edu)

Confidential Employees	Limited Reporters	Responsible Employees	Responders
<ul style="list-style-type: none"><li>• Staff members in the Counseling Center</li><li>• Clinicians, physicians, and nurses in the Health Center</li><li>• Ordained ministers, clergy members, and pastoral counselors in the Office of Spiritual Life</li></ul>	<ul style="list-style-type: none"><li>• Staff in the Center for Wellness and Health Promotion</li><li>• Non-ordained ministers and lay administrators in the Office of Spiritual Life</li></ul>	<ul style="list-style-type: none"><li>• Athletics Professional Staff</li><li>• Center for International Students and Scholars</li><li>• Equity Center Educators</li><li>• Graduate Student and Academic Services</li><li>• The Multicultural Center</li><li>• The Office of the Dean of Student Affairs</li><li>• The Residential Center</li><li>• Resident assistants (RAs)</li><li>• Student Programs &amp; Engagement</li><li>• University Police</li></ul>	<ul style="list-style-type: none"><li>• Most faculty and staff members</li></ul>