

## At A Glance: Role of Scripps Title IX Responsible Employees

### Reporting Obligation

Responsible Employees (RE) must report to the Title IX Coordinator (TIX C) if a student or other member of the Scripps community discloses an incident of sexual assault, dating/domestic violence, stalking, or sexual or gender-based harassment (TIX Matter).

### Explain Your Role

When individuals share difficult information, they need as much control over next steps as possible. REs bolster this sense of control by letting the person know before (if possible) or immediately after the disclosure of a Title IX Matter they have to report to the TIX C.

As an example:

*"I'm sensing you might want to tell me/have just told me about a sensitive and personal Title IX Matter. Please understand that I must share what I learn about such matters with the TIX Office."*

### Listen, Don't Lead

Let the reporting person guide the conversation. Listen attentively. Demonstrate sensitivity with your body language, tone, and mannerisms. **Do not investigate.**

### Connect to Resources

REs have a special opportunity to help the reporting person access support. If they are open to it, review resources using information on the opposite side of this card, the Scripps TIX Wallet Card, the Scripps TIX website, and/or the 7C Support and Prevention website.

In an emergency, contact Campus Safety: (909) 607-2000

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## Confidential (C) and Anonymous (A) Support Resources

**Student Health (C)** Plan B Emergency Contraception; Pregnancy & STI Testing, (909) 621-8222. Plan B also available 24/7 at Pomona's Wellness Room, Walker Lounge.

**Monsour Counseling (C)** Eight free sessions per academic year. For appointments or to reach on-call therapist after hours, (909) 621-8202.

**EmPOWER Center (C)** Counselors trained in sexual assault, dating and stalking violence. Appts: 909-607-0690. Contact Center Director at (909) 607-2689 or RShahEmPOWER@cuc.claremont.edu

**Scripps Advocates (A)** Peer-run support warmline 8P-8A during academic year, (909) 214-2138.

**Chaplains (C)** Religious & spiritual resources. (909) 621-8685.

**Project Sister 24/7 Hotline (A)** Trained advocates provide emotional support & guidance on evidence preservation/law enforcement reporting, (909) 626-4357 or (626) 966-4155.

**House of Ruth (C or A)** Counseling services (C) and 24/7 hotline (A) in Spanish and English for survivors of dating/domestic violence. Appts: (909) 623-4362. Hotline: (877) 988-5559.

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## Private Support and Reporting Resources

**Title IX Office** Coordinates support/wellness resources. Explains procedural options. Assists with TIX grievance process. ssteffen@scrippscollege.edu or (909) 607-7142.

**DOS/On-Call Dean** General support. Facilitates academic flexibility & accommodations. Implements safety measures. Safeguards privacy but must report to Title IX Office. DOS office: (909) 621-8277. On-Call Dean: (909) 607-2000.

## Steps Following a Disclosure

Call or email the Scripps TIX C no more than 24 hours after the disclosure. Inform TIX C of everything you learned.

Scripps Title IX Coordinator: Sally Steffen  
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