

4. Responsibilities

While it is the responsibility of the university to disseminate this policy, it is the responsibility of each member of the university community to read the policy and to become familiar with its provisions. Failure to follow the procedures set forth in this policy may inhibit or prevent the university from properly investigating an instance of alleged sexual harassment and sexual violence, or from taking appropriate remedial action. Any administrator, supervisor, faculty member, staff member, or student employee having knowledge of such conduct or receiving a complaint that involves a member of the university is required to take immediate steps to deal with the matter appropriately. These steps are outlined in Section 3.

It is imperative to maintain an environment free from sexual harassment and sexual violence. To provide such an environment, the following actions shall be taken:

- Deans, directors, department heads, and supervisors shall inform all employees that sexual harassment and sexual violence is prohibited. This policy shall be emphasized by the deans at college meetings and explained by department chairs to academic staff and classified employees. Managers and directors shall discuss the issue in staff meetings. Those who have questions about this policy shall be referred to the assistant to the president for Social Equity immediately.
- Deans, department chairs, directors, managers, and resident directors shall be encouraged to invite the assistant to the president for Social Equity, the university's Title IX coordinator, and Title IX deputies to talk to others concerning IUP's Sexual Harassment and Sexual Violence Policy.
- In instances of sexual assault or sexual violence, campus security authority coordinators are to follow the policies and procedures set forth more fully in the University's Annual Security Report.
- The assistant to the president for Social Equity shall ensure this policy accurately reflects contact persons and is placed in appropriate publications, including the undergraduate and graduate catalogs and appropriate university websites.
- The assistant to the president for Social Equity and Title IX coordinator shall be responsible for distributing this policy annually to all employees and for coordinating sexual harassment and sexual violence awareness training for all employees, student employees, and students.
- The assistant to the president for Social Equity will provide training to investigators of informal and formal allegations against employees or vendors.
- The assistant to the president for Social Equity shall distribute and disseminate pamphlets and educational materials including resources and support available for display in every department and college office.

- The assistant to the president for Social Equity shall ensure the policy is distributed to appropriate offices that will distribute this policy to outside vendors.
- Faculty members whose professional responsibilities are to serve as mental health counselors in IUP's Counseling Center and physicians and nurse practitioners who provide medical care in IUP's Health Service are exempt from reporting the names of victims alleging sexual harassment or sexual violence, including sexual assault, dating violence, domestic violence, or stalking.
- Campus security authorities (CSAs) are required to report Clery crimes to campus police or the director of Public Safety including but not limited to crimes involving sexual assault, dating violence, domestic violence, stalking, and hate crimes. Report allegations of sexual assault, dating violence, domestic violence, and stalking to the Title IX Coordinator. For a complete list of all crimes that must be reported, see the university's [Annual Security Report](#). CSAs are individuals who serve as an "official of an institution who has significant responsibility for student and campus activities, including but not limited to student housing, student discipline, and campus student conduct proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution." IUP has identified individuals as CSA coordinators, to whom campus community members may report crimes, including allegations of sexual violence.

(This list will be updated annually, and updates will not be considered a change in the approved policy.)

Mr. Sam Clutter, Director of Public Safety	724-357-2141
Ms. Kate Linder, Associate Dean of Students, Deputy Title IX Coordinator, Student Conduct	724-357-1264
Ms. Sondra Dennison, Assistant Dean, Living/Learning, Deputy Title IX Coordinator, Training	724-357-2696
Dr. Frank Condino, Director, Intercollegiate Athletics	724-357-2782
General Manager, Kovalchick Convention and Athletic Complex	724-357-5222
Mr. Lou Garzarelli, Director, Operations, Student Cooperative Association	724-357-1374
Mr. Richard Muth, Director, Northpointe Campus	724-294-3309
Ms. Paula Stossel, Assistant Dean for Administration, School of Graduate Studies and Research, Director, Monroeville Graduate and Professional Center	724-357-1293
Mr. Theo Turner, Assistant Dean of Students, Punxsutawney Campus	814-938-6711
Dr. Rhonda Luckey, Vice President for Student Affairs, Title IX Coordinator	724-357-2220

- Employees are required to report allegations of child sexual abuse, which are contemporary and related to the university (location, programs, event, personnel, students, vendors), to the employee's supervisor and the Office of Public Safety, at 724-357-2141.