



## Sexual Misconduct Disclosures: A Guide for Faculty and Staff



### 1. Listen

- A. Confirm** the person's safety. If they are not safe, help them to get to a safe place. Call Campus Safety at 585-389-2850 if needed.
- B. Explain** that as an employee of Nazareth College, you are obligated to share the information you know with the Title IX Coordinator.
- C. Provide** nonjudgmental support. Avoid questions that suggest blame or show doubt. Respond with compassion and sensitivity.

### 2. Refer

- A. Review** reporting options with the person - both the right to file a report with law enforcement and the right to file a report with Nazareth College.
- B. Direct** the person to on-campus confidential resources. Share off-campus resources.
- C. Inform** the person that they will be protected by the College from retaliation for reporting the incident.

### 3. Report

- A. Notify** the person that the Title IX Coordinator will contact them, but it is their choice whether to meet with the Title IX Coordinator.
- B. Contact** the Title IX Office to report the incident:  
Karen Vicks, 585-389-2877, kvicks8@naz.edu, Shults Center 100A.

# Reporting Options

**Karen Vicks, Title IX Coordinator**  
585-389-2877 or kvicks8@naz.edu

**Phil Steckley, Deputy Title IX Coordinator**  
585-389-2838 or psteckl4@naz.edu

**Kerry Dunn, Deputy Title IX Coordinator**  
585-389-5138 or kdunn4@naz.edu

**Campus Safety**  
585-389-2850

**NY State Police Campus Sexual Assault Victims Hotline**  
1-844-845-7269

**Off-Campus Law Enforcement**  
911

## Confidential Resources

**Health and Counseling Services**  
585-389-2500

**Center for Spirituality**  
585-389-2303

**RESTORE Sexual Assault Services**  
585-546-2777

**Willow Domestic Violence Center**  
585-222-7233

**NYS Domestic/Sexual Violence Hotline**  
1-800-942-6906