



Office of Equity, Diversity, and Inclusion

# NEO: Anti-Sexual Misconduct – Awareness and Prevention Training

The following presentation will cover the basic information that you need to know about anti-sexual misconduct compliance at Florida State University. This course provides an overview; however, we recommend that you attend further training or reach out to the Office of Equity, Diversity & Inclusion (EDI) for more information on this topic.

This training is a self-paced, interactive module. Please ensure that you click on all interactive media (a plus sign indicates additional content, click on flashcards to reveal more information, etc.) to engage with the knowledge and progress through the training thoroughly.

Click on **START COURSE** to begin.



Introduction



Prohibited Conduct



How to Respond to Sexual Misconduct



How to Prevent Sexual Misconduct



Summary



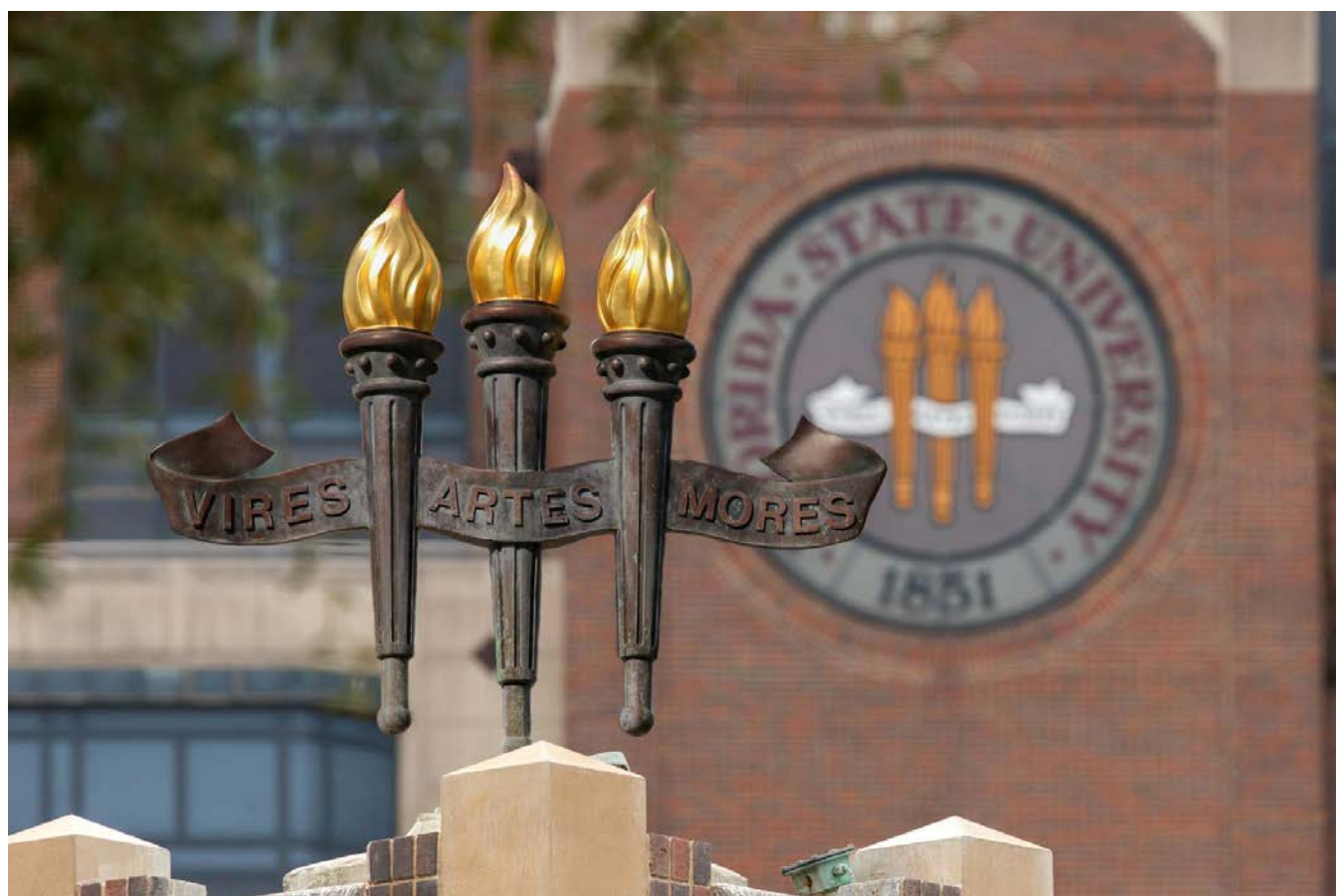
Quiz

# Introduction



Office of Equity, Diversity, and Inclusion

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## Our Values and Culture

Florida State University is an equal opportunity employer and educational provider committed to a policy of non-discrimination for any member of the University's community on the basis of race, creed, color, sex, religion, national origin, age, disability, genetic information, veterans'

status, marital status, sexual orientation, gender identity, gender expression, or any other legally protected group status.

In short, we are committed to creating:

- 1 A safe and respectful work environment.
- 2 Teams that celebrate, empower, and uplift people.
- 3 A culture of inclusivity and kindness.

## **Workplace Harassment Violates Our Culture, Values, *and* Workplace Policies**

The University requirements related to sexual misconduct are more nuanced and have a dedicated Anti-Sexual Misconduct Policy and Title IX Compliance Policy, which is accompanied by a Title IX Statement. A copy of the policies and statements can be viewed below.

### **Anti-Sexual Misconduct Policy**



[LEARN MORE](#)

### **Title IX Compliance Policy**

[LEARN MORE](#)

### **Title IX Statement**





Throughout this course, you'll learn what sexual misconduct is, what it looks like, and what to do if you experience or witness harassment at work. Additionally, if you are a Responsible Employee, you will learn of your mandatory reporting obligation. Continue to the next lesson to get started.

**CONTINUE**



# Prohibited Conduct



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## Harassment Can Take Many Forms

### Harassment Can Be Verbal, Nonverbal, Physical—or Visual

Harassment takes many forms. Florida State University does not tolerate harassment of any form.

Expand the sections below for information on the different forms harassment can take.

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## Verbal —

Verbal harassment is the act of criticizing, insulting, or denouncing another person. Characterized by underlying anger and hostility, it is a destructive form of communication intended to harm the self-concept of the other person and produce negative emotions.

For example:

- Mocking clothes, food, or physical appearance
- Offensive jokes; humor based on stereotypes
- Making fun of accents or names; using nicknames without consent
- Insults, put-downs, and demeaning or derogatory language
- Threats, ridicule, humiliation, or intimidation
- Yelling, shouting, or screaming
- Defamation

## Nonverbal —

Nonverbal communication is the transmission of messages or signals through a nonverbal platform such as eye contact, facial expressions, gestures, posture, and the distance between two individuals.

For example:

- Making lewd, sexual, or offensive gestures
- Hostile glares or other nonverbal behaviors
- Suggestive winking, staring or leering
- Ignoring or disregarding someone's opinion
- Not respecting different beliefs

## Physical —

For example:

- Grouping an individual or otherwise touching their hair, body, or clothing without their permission
- Pushing, shoving, or grabbing a person
- Physically intimidating a person
- Assault or attempted assault

## Visual —

For example:

- Sharing inappropriate or offensive videos, photos, or other illustrations
- Having offensive screensavers or posters in the workplace
- Sending offensive or sexually explicit texts, emails, or messages
- Cyberbullying
- Obscene gestures



These examples are not exhaustive.

CONTINUE



# Sexual Misconduct

Sexual misconduct is an umbrella term, and it encompasses many actions and attitudes. This presentation will focus on discrimination based on sex, gender identity, gender expression, and sexual orientation (referred to as sexual misconduct).

Specific behaviors include:

## Gender Stereotyping —

Gender Stereotyping is an overgeneralization of characteristics, differences, and attributes of a particular group based on their gender. Gender stereotypes create a widely accepted judgment or bias about specific features or traits that apply to each gender.

For example:

- Women are supposed to be shy, passive, and submissive
- Women are organized and clean
- Expecting men to be tough, aggressive, dominant, and self-confident
- Men are lazy and messy

## Gender-based Animosity —

Gender-based Animosity is the hatred of, contempt for, or prejudice against someone based on their gender.

For example:

- “Transgender people should just get over it and be the sex they were born as.”

## **Pregnancy Discrimination**

Treating a female employee or student unfavorably because of pregnancy, childbirth, or a medical condition related to pregnancy or childbirth.

For example:

- Refusing to hire or not providing appropriate reasonable pregnancy accommodations if requested
- Failing to give a pregnancy-related reasonable accommodation upon request

## **Sexual Harassment**

Sexual Harassment includes quid pro quo and a hostile environment. See below for a detailed discussion of both terms.

## **Quid Pro Quo**

Quid pro quo creates a situation where a person in a lesser position of authority/power, or perceived authority/power, is either rewarded or punished by the person of greater authority/power based on their submission to, or rejection of, sexual/romantic advances. It is essential to understand that these situations can also be created based on perceived authority, even if there is no absolute authority.

Quid Pro Quo might also be understood as “This for That.” Submission to, or rejection of, unwelcome conduct of a sexual nature used as the basis for an employment/academic decision or as a term or condition of employment/academic status.

For example, a Teaching Assistant (TA) might not believe they are in a position of authority if they are not the instructor of record and their supervising professor assigned grades. However, the students will not understand those nuances, and they will perceive the TA as having

authority/influence over their grades. Therefore, what might be a simple invitation to lunch may be interpreted as more. Consider a situation from the other person's perspective before acting.

Additional examples include:

- More straightforward: "you do me this 'favor,' and I can guarantee you the job." Whether the person has the authority to get someone the job is irrelevant; if they have capitalized on the perception, they are using coercion.
- "Don't worry about being out of work. I will make sure you get your 40 hours on your timesheet." Whether as an enticement to start a relationship or a benefit of being in a relationship, it is fraudulent, and the person of greater authority will be held accountable.
- "You know what you have to do to get on the merit pay list." Well, this could mean that you need to be on time, do your job, and provide additional assistance when needed. But if a 'wink-wink' follows it, a caress, or a "see you this evening," then the meaning is that submission to, or rejection of, will become the criteria for receiving merit pay.

Intentional and perceived quid pro quo situations can be mitigated by not making decisions in a vacuum. The more oversight, the more it creates a check and balance.

## Hostile Environment

Within a work or academic setting, the most common type of sexual harassment creates a hostile work or academic environment. There does not have to be an authority/power differential. It just takes someone, whether intentionally or ignorantly, misbehaving related to sexual or gender-based conduct.

Hostile environments include unwelcome sexual, gender-based, or orientation-based conduct severe enough that both a subjective and an objective person would find the atmosphere intimidating, hostile, or offensive. The conduct unreasonably interferes with an individual's access to opportunities or benefits.

The Title IX Compliance Policy applies when the conduct is severe, frequent/pervasive, and objectively offensive.

- Severe refers to the degree of physical, mental, the emotional impact caused by the conduct.
- 'Frequent' and 'pervasive' refer to the repetitiveness of similar conduct by one or more individuals in a given environment.
- An example would be: Unwelcome hugs or generally offensive language might be something that someone 'tolerates' in a limited capacity, but if the behavior continues,

escalates, or more people start doing the same, it will become a hostile environment.

It is your responsibility to not willfully do anything inappropriate but also to gauge the reaction of others to minimize ignorantly making someone uncomfortable. For example, if you reach out to hug someone and either hold out their hand for a shake or lean in for a hug but do not actively participate, they are not consenting to a hug.

We encourage you to help monitor your environment, especially if you are a supervisor. Behaviors need to be stopped and addressed before they create a hostile environment.



**i The behaviors described below are also criminal. Regardless of any criminal investigation, the University still must address the**

**situation. FSU offers many services and resources internally. Even if the person accused is not affiliated with the University, services, and resources can still be provided to the Affected Individual.**

## **Sexual Violence** —

Sexual acts performed without consent, including nonconsensual sexual penetration and nonconsensual sexual touching. Also known as, forcible rape, forcible sodomy, sexual assault with an object, forcible fondling, incest, and statutory rape.

## **Domestic/Dating Violence** —

Violence or threat of violence (physical, mental/emotional):

- within a family and/or household; or
- between an individual who is or recently has been in a continuing and significant relationship of a romantic or sexual nature, and another party.

Domestic/Dating Violence also includes assault, aggravated assault, battery, aggravated battery, sexual assault, sexual battery, stalking, aggravated stalking, kidnapping, false imprisonment, or any criminal violation

## **Stalking** —

Engaging in a course of conduct (i.e. more than one act) directed at a specific person that would cause a reasonable person to:

- fear for the person's safety or the safety of others; or

- suffer substantial emotional distress.

For example acting on a sexual/romantic interest by:

- Appearing at a person's home, class, or work.
- Frequently calling, texting or contacting via social media.
- Vandalizing a person's property.

## Sexual Exploitation —

Any act where one person violating the sexual privacy of another and/or takes unjust or abusive sexual advantage of another person without their consent for their own benefit or for the benefit anyone other than the person being exploited. Sexual Exploitation includes, but is not limited to:

- causing or attempting to cause the incapacitation of another person for the purpose of gaining sexual advantage;
- prostituting another person (i.e., personally gaining money, privilege or power from the sexual activities of another) or sex trafficking;
- where there is a reasonable expectation of privacy, or without consent, the videotaping, photographing, or audio-taping of intimate, nude, or sexual activity and/or distribution of these materials via media such as, but not limited to, the Internet and other electronic/digital media;
- exceeding the boundaries of consent. Including but not limited to:
  - deviation from the agreed upon sexual contact with regards to use of a birth control method/option or other medication for prevention of pregnancy and sexually transmitted disease/infection transmission,
  - knowingly exposing another to a sexually transmitted disease/infection without their knowledge and consent, or
  - other omissions or falsifications that would imminently endanger the health or safety of the other party.
- engaging in indecent exposure (i.e., intentionally exposing one's genitals in public, or via electronic communication) with the intention of alarming, distressing, and/or offending others;
- soliciting a minor or creation, possession, transmission, or distribution of child Page 11 of 50 pornography; or,

- voyeurism, such as, watching a person undressing, using the bathroom, or engaging in sexual acts without the consent of the person being observed.

## Consent to Sex (and being touched)

Consent to sexual activity must be: knowing, intelligent, unambiguous, and voluntary.

Whether for your knowledge or for recognizing signs of what could be a sexual assault when receiving a disclosure, the key is understanding **consent**. Obtaining consent is critical for any touching, both social and sexual, in the workplace, academic environment, and outside it. For consent to be valid, the consenting party must have the mental capacity to do and understand what they agree to (i.e., intelligent and knowing). It also needs to be straightforward without any hidden agenda and not coerced in any way.

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**Consent is active. It does not always have to be verbal, but the other person needs to demonstrate a willingness. Failure to say 'no,' distance yourself, or fight back does not mean 'yes.' Even one gives consent, it can be withdrawn. If you receive consent, it does not mean you have future consent. You must obtain consent every time.**

### Invalid Consent



Consent can still be considered **invalid**. Expand the tabs below to review some example situations.

### Incapacitation by Drugs or Alcohol —

Someone impaired by drugs or alcohol to the point of incapacitation cannot give consent. Even if someone is giving verbal consent, if they do not presently have the suitable mental capacity to understand what is going on and make a clear decision, the situation is a no-go.



### Unconscious —

Someone asleep, passed out/unconscious, is unable to give consent. Even if one gives content before losing consciousness, that consent is no longer valid.

## Minor Age —

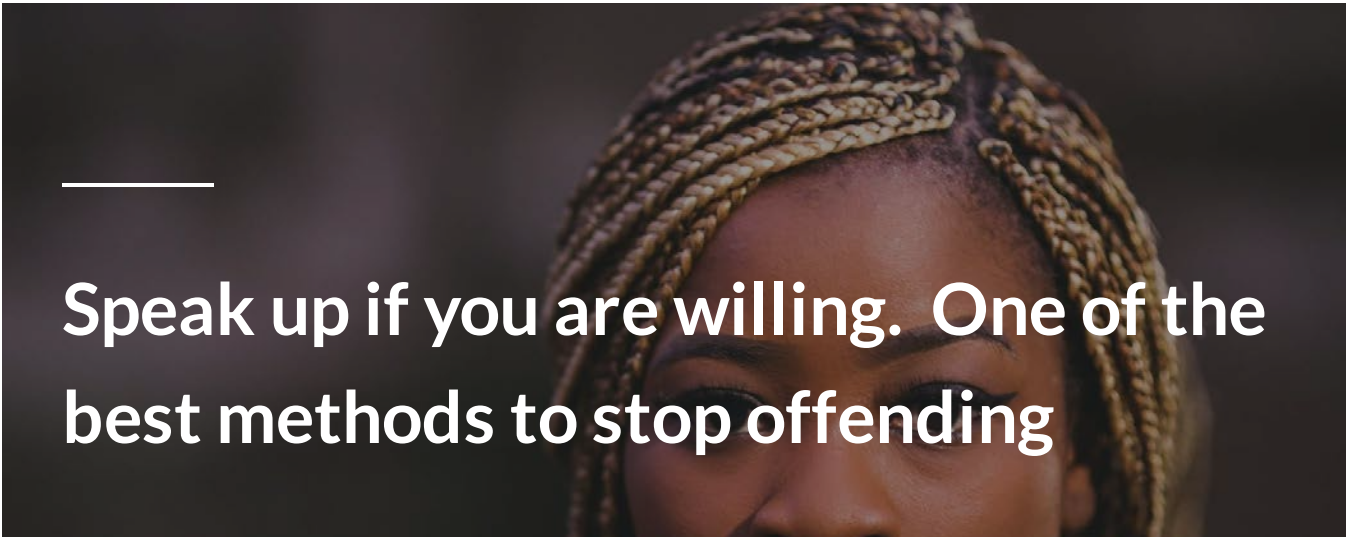
Within Florida, the age of consent is 18 years old. Florida Statute defines Statutory Rape as sexual activity between an individual 16 or 17 years old and a person 24 years old or older. Although a 16 or 17-year-old is not legally old enough to provide consent, there is an exemption to the statutory rape law, sometimes called the “Romeo and Juliet” law. A close in age exemption may apply to couples where one party is 16 or 17 years old, and the other party is 23 years old or younger.

## Coercion —

Someone who receives threats, undue pressure, or physical force cannot give consent—this including any intimidation or coercion, both direct and indirect.

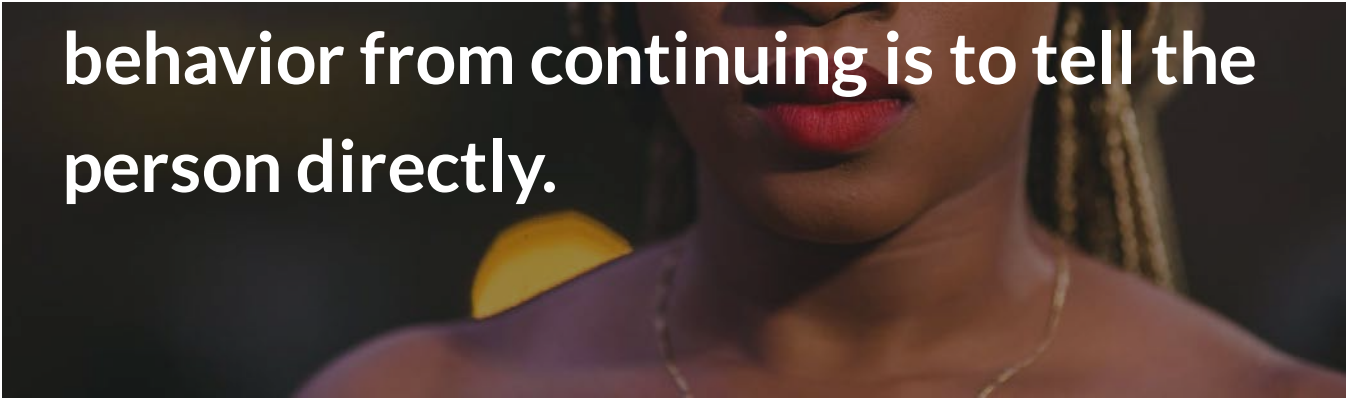
## Mental Disability —

A person who has limited cognitive ability is also unable to give valid consent.



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**Speak up if you are willing. One of the best methods to stop offending**




behavior from continuing is to tell the person directly.

### Additional Examples of Sexual Harassment

Sexual harassment can take many forms. The list below provides some common examples.

- Repeated and unwanted flirting, requests for dates, or other forms of sexual attention
- Using gender-based derogatory language
- Remarks of a sexual nature about a person's clothing or body
- Asking or speculating about a person's sex life, sexual fantasies, or sexual orientation
- Making sexist or sexual jokes, innuendos, or comments
- Allowing others to harass a colleague who is transitioning from one gender to another
- Unwanted kissing, hugging, or touching
- Performing sexual gestures or touching oneself in front of others
- Sending sexually suggestive or explicit photos, videos, emails, or messages

**Please note:** The University prohibits relationships between individuals that create a conflict of interest, i.e., one party has supervisory or institutional authority over the other. Suppose you do pursue a relationship in the workplace. In that case, we expect respectful behavior. Understand that, due to workplace dynamics, the other person may not wish to offend you with a negative response. They may instead be evasive or non-committal; this should not encourage you to continue your pursuit.

 **Note:** Sexual harassment isn't always sexual. It also includes offensive or hurtful conduct based on sexual orientation, sex, or gender identity.

POSSIBLE CONSEQUENCES

Corrective Action: Who & What

WHO	WHAT
<p>As an employee (and as a student), you can receive corrective action for any of the following activities:</p> <ul style="list-style-type: none"><li>Engages in sexual misconduct; including sex or gender-based discrimination</li><li>Is complicit in the act of sex discrimination or sexual misconduct</li><li>Knowingly files a false claim; a report that does not rise to the level of a Policy violation is not a false report</li><li>Retaliates against someone</li></ul>	

- Fails to comply with mandatory reporting requirements or fails to enact interim measures

If there is proof that you have engaged in prohibited conduct, you may face corrective action.



#### WHO

#### WHAT

Corrective action for these behaviors includes disciplinary protocol up-to and including:

- Termination for employees
- Expulsion for students
- No trespass orders for visitors, vendors, and other 3rd parties



Managers who are aware of workplace harassment and fail to take appropriate action or follow proper reporting procedures may be subject to disciplinary action.

## Check Your Understanding

Let's review what you know about Anti-Sexual Misconduct by answering the question below.

Only unwelcome behavior is considered harassment.

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☐

True

☐

False

SUBMIT

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Next, you'll answer the question: *"How can I report and prevent harassment at work?"*

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CONTINUE



# How to Respond to Sexual Misconduct



Office of Equity, Diversity, and Inclusion

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A photograph of a white wall with a corrugated metal upper section. An orange life preserver with black straps hangs from a hook. To the right of the life preserver is a small sign that says 'No touching' with a red circle and slash over a hand icon. The text 'As part of the FSU community, we have to help one another.' is overlaid in white on the left side of the image.

As part of the FSU community, we  
have to help one another.

## Reporting Sexual Misconduct

Please remember that we are all here to help each other. A student or a co-worker may disclose sensitive personal information or share situations that are making them uncomfortable. They may come to you for help instead of directly to the Title IX Director or the Equity, Diversity, and Inclusion Office to make a complaint. Part of the University's expectations is that everyone creates a space where someone can ask for help. It's essential that when they reach out, you know how to report the information to get help.

## Where to Report a Disclosure or Make a Complaint

If you need to report an act of sexual misconduct, based on your own experience or if someone disclosed to you, the University has dedicated employees who handle these matters.

If the person accused of the behavior is a **student**, then the report/complaint needs to go to the Title IX Office. If the person accused of the behavior is an **employee** or **another third party**, in that case, the report/complaint needs to go to the Equity, Diversity, and Inclusion Office in Human Resources. The most straightforward way to make a report/complaint is to go to [report.fsu.edu](https://report.fsu.edu).

## Making a Complaint or Filing a Report

### Reports/Complaints against Students —

- Online: [report.fsu.edu](https://report.fsu.edu)
- Sexual Misconduct Title IX Director: Tricia Buchholz; [tbuchholz@fsu.edu](mailto:tbuchholz@fsu.edu); (850) 645-2741
- Other Discrimination: [Department of Student Conduct and Community Standards](#)

### Reports/Complaints against Faculty, Staff or Third Parties —

- Human Resources – Equity, Diversity & Inclusion: **Amber Wagner**; [amwagner@fsu.edu](mailto:amwagner@fsu.edu); (850) 645-1458
- Human Resources – Equity, Diversity & Inclusion: **Marcy Valenzuela**; [mvalenzuela@fsu.edu](mailto:mvalenzuela@fsu.edu); (850) 688-2229
- [report.fsu.edu](https://report.fsu.edu)

#### AFFECTED PARTY

#### DISCLOSURE

If you are the Affected Individual or are filing a complaint on behalf of another, you can:

- Disclose to anyone in a position of authority, including your: supervisor, Chair, Dean, etc., who will then **file a report**
- Disclose directly to the Title IX Office or the Equity, Diversity, and Inclusion Office
- Submit a report on [report.fsu.edu](https://report.fsu.edu)

#### AFFECTED PARTY

#### DISCLOSURE

If someone has disclosed to you, you must decide if you are a Responsible Employee and determine your reporting obligation:

- Err on the side of caution and report
- Make the report, do not investigate!

Learn more about what it means to be a Responsible Employee in the next section.

## Employee Reporting Obligation

The University encourages the reporting of all incidents, as we can't help if we don't know, but there are times as an employee when you are required to file a report. You are considered a 'Responsible Employee' with a mandatory reporting obligation if the:

- Affected Individual or Responding Individual is a student
- Affected Individual or Responding Individual is an employee whom you have supervisory or institutional authority over
- An incident of Sexual Battery is witnessed
- Incident involves a minor

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**The report must be made to the Title IX Office or the Equity, Diversity, and Inclusion Office within two days. To make a report, you can go to [report.fsu.edu](https://report.fsu.edu), send an email, or make a call. Remember, even if you report the information to others, like FSUPD, your supervisor, or the Victim Advocate Program, you still need to make an official report.**

To help you understand when you are responsible for reporting, review the information in the interaction below. Use the arrows to navigate through the four Reporting Triggers.

## **Reporting Triggers**

In situations where you are a Responsible Employee, the reporting trigger is anything that you see, hear, or learn; it includes a duty to file a report and respond to any of the following circumstances.

## Trigger 1

### Second-Hand Informtion

Any individual mentions or tells you of an incident, including 2nd or 3rd hand reports (co-workers/police/media).

## Trigger 2

### Disclosure

The Affected Individual or Responding Individual tells you directly that an incident occurred or another is accusing them.



## Witness

You witness (see or hear) a situation.

## Rumors

You hear it through the rumor mill.

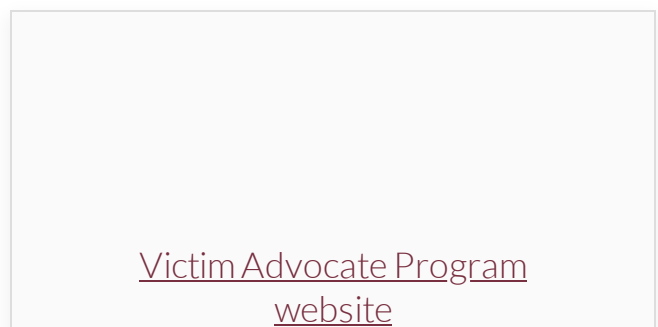
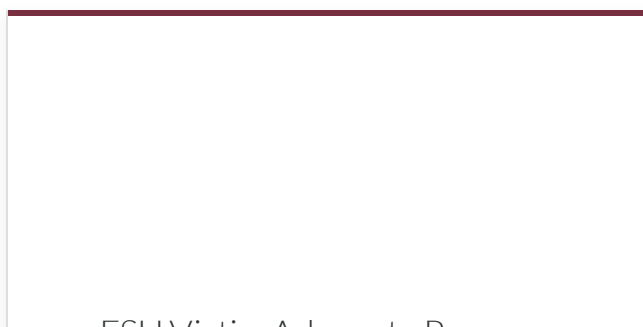
## In Conclusion...

When in doubt - report!

## Privacy vs Confidentiality

A person may ask you to keep something confidential. As a Responsible Employee, you cannot; you need to file a report. However, you can reassure the person that the report is personal, and the University administrator who reaches out to them will discuss confidentiality options with them. There are only a few employees on campus who are confidential sources from minute one of disclosure.

Review the confidential sources at FSU by clicking through the flashcards below. Contact information for each source is on the back of the flashcard.



FSO Victim Advocate Program

24/7 at (850) 644-7161 or  
TEXT (850) 756-4320

1 of 4

Counseling & Psychological  
Services

Counseling & Psychological  
Services website  
(850) 644- TALK (8255)

2 of 4

Employee Assistance Program

Employee Assistance Program  
website  
(850) 644-2288

3 of 4

Medical staff at University  
Health Center

University Health Center  
website  
(850) 644- 6230

4 of 4

## How to Handle a Disclosure

Select the markers below to review best practices for handling sexual harassment or misconduct disclosure.





## Reassure

Reassure the individual that you are available to listen and help.

Let them know that certain things they may tell you about (i.e., discrimination or sexual misconduct) will require you to notify the applicable University administrators.

- Requests for confidentiality can be made to the University administrator.
- If they have not already disclosed, provide contact information for the Victim Advocate Program or take them directly to their office.





## Disclosure

If disclosed: make sure the person is immediately safe; help the individual contact the Victim Advocate Program; and if requested, call the police.

Let the person know you will submit your mandatory report to [report.fsu.edu](https://report.fsu.edu) and that the applicable University administrator will be in contact.

## ADDITIONAL REPORTING OBLIGATION RELATED TO MINORS


### Vulnerable Persons Act

It is also important to be aware of your reporting obligations related to the Florida Vulnerable Persons Act. This law applies to you as a Florida resident, not just an FSU employee. The law requires you to report to the Florida Department of Children and Families if you know or suspect that a child may be receiving abuse, abandoned, or neglected, both on- and off-campus. Each individual in the know has a distinct reporting obligation.

If the situation occurs on-campus or during a University activity, you should also call the FSU Police Department. Thirdly, if the incident involves sexual harassment/violence of a minor, it should be reported via [report.fsu.edu](http://report.fsu.edu).

If there is an immediate threat or medical emergency, call 911.

- **Child Abuse, Abandonment or Neglect:** [Florida Department of Children and Families](#) (DCF)
- [FSU Vulnerable Persons Act Tip Sheet](#)

 [FDLE Sexual Predator & Sexual Offender Registry](#) or Toll-Free (888) 357- 7332

## Eliminating Victim Blaming

Victim Blaming Defined

Any statement or question focusing on what a victim of sexual misconduct did or didn't do, especially sexual/dating/domestic violence.

Additional Characteristics

Doing or saying something that creates doubt of your belief of their experience.

2 of 3

Implications of Victim Blaming

Implies that the behavior makes the victim fully or partly responsible for the event.

3 of 3

Communication with the Affected Individual should be trauma-informed. Be sure not to assign blame intentionally or inadvertently. The key to being a good listener and getting help for the individual who discloses is not to do or say anything they may perceive as victim-blaming. Whether you have a long history with the person or just met, make sure you are only acting

within your role at the University and are not doing or saying anything that creates doubt of your belief of their experience. You should avoid saying things like:

- “Did you do anything that could have been misinterpreted?”
- “What were you thinking?”
- “You should have known better.”
- “Were you drunk?”
- “What were you wearing?”
- “Why didn’t you fight back?”

Yours is the role of listener and reporter, not investigator or judge. Instead, try saying things like:

- “I hear you.”
- “I see this has clearly upset you.”
- “I understand you are saying this has been....”
- Describe what they have reported to you.
- “Is there something specific I can do to help?”
- “Can I get you in touch with a victim advocate? Or the police?”

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Continue to the next lesson to learn how to prevent sexual misconduct.

**CONTINUE**

# How to Prevent Sexual Misconduct



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"Injustice anywhere is a threat to justice everywhere. We are caught in an inescapable network of mutuality, tied in a single garment of destiny. Whatever affects one directly, affects all indirectly."

Martin Luther King Jr.

**What Is Bystander Intervention—and Why Is It Important?**

A **bystander** is anyone in the community who sees or hears about behavior that could lead to something high risk or harmful. By taking action to intervene in these behaviors, bystanders can help eliminate violence from the community.

The University asks that you be willing to intervene during active situations as a bystander. If you witness a problem unfolding that could be prevented or mitigated by getting involved, we ask that you do so without risking your safety. Below are suggested approaches.



Even if you aren't the target of workplace harassment, you still have a responsibility to step in and speak up when you witness or hear about harassment. Expand on this idea and encourage employees to take an active role in promoting a safe and respectful work environment.

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## Three Approaches to Intervention

There are three general approaches to bystander intervention: Direct, Engage and Distract.

1

**Direct.** Recognize harassment when you see or hear it. Do something that lets the people know what is happening; this can be as simple as a check-in.

2

**Delegate.** Decide to act. Engage with help from others when needed, including calling the police if necessary.

3

**Distract.** Think of a distraction that will diffuse the situation or calm things down at the moment. Remember to intervene safely and effectively.

"If you see harassment happening, speak up. Being harassed is terrible; having bystanders pretend they don't notice is infinitely worse."

Celeste Ng

## Reasons People Don't Intervene

There are many reasons that people don't intervene when they see harassment. Flip the flashcards below to review a few common statements.

"I don't want to cause any trouble."

"Maybe I'm just overreacting."

1 of 3

"Someone else will do something."

"I don't know what to do or say."

2 of 3

"They can take care of themselves."

"I don't have all of the information."

3 of 3



The idea is not just to disregard the situation as not your problem. The question to ask is, “Would I want someone to step in on my behalf?” If yes, then are you willing to do the same for others?

## You Are Protected from Retaliation

The University wants to ensure that everyone feels they can speak up and get help if needed. To that end, the University prohibits retaliation against anyone who:

- Makes a discrimination or sexual misconduct complaint (internal/external/lawsuit)
- Helps someone report or fulfills their reporting obligation
- Participates in an investigation (this includes: complainant, witnesses, and the accused)
- Otherwise opposes discrimination
- Requests a reasonable accommodation

An act of retaliation is defined very broadly:

- Any action that could discourage a complaint
- Any negative employment/academic action
- Creating a hostile work environment

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Now, let's wrap up and review takeaways.

CONTINUE

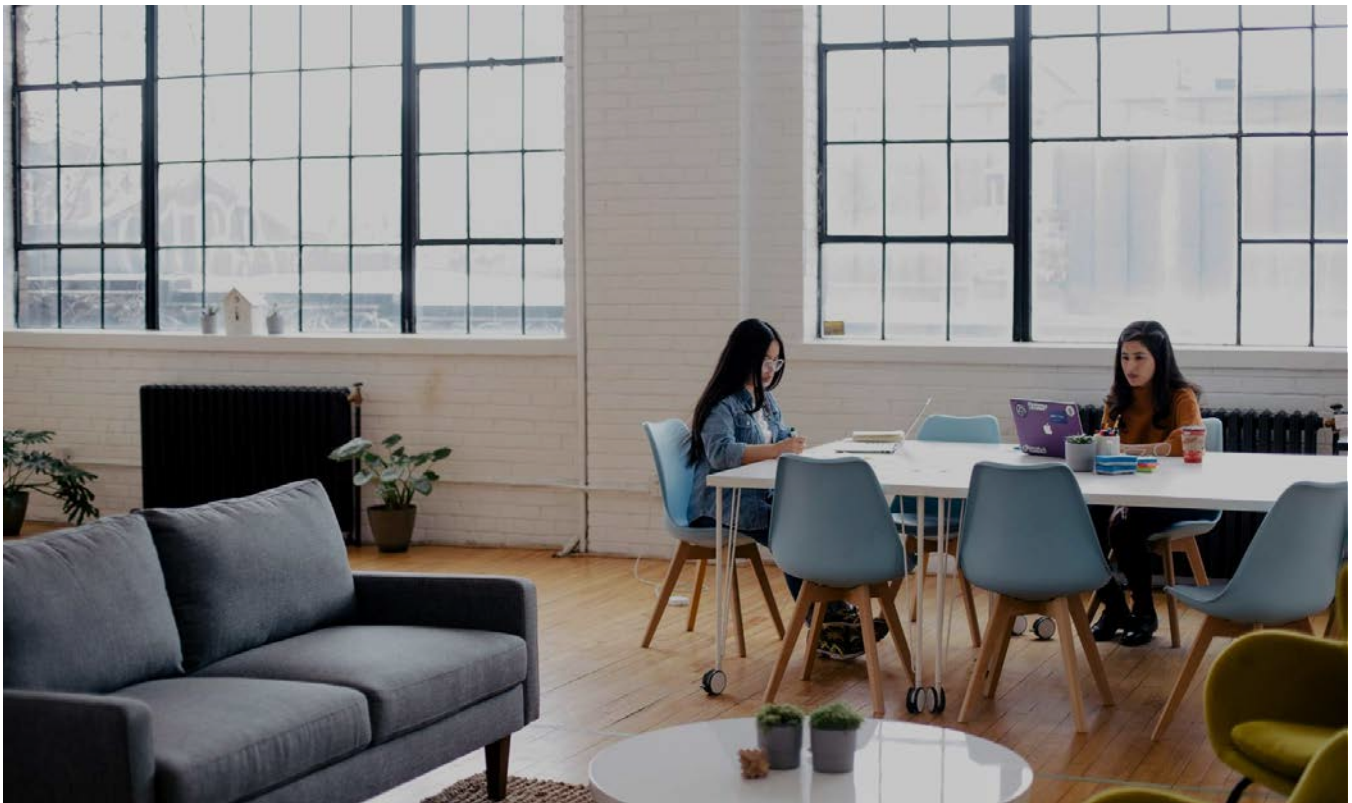


# Summary



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## Key Takeaways

1

**Model appropriate behavior.** Set the tone/culture (professional filter); Reporting is encouraged; Silence and inaction also send a message.

2

**Proactively manage class/work environment.** Know your responsibilities; Actively promote inclusion; If you see something, say something; Remind students and

regularly circulate policies; Take all complaints seriously.

3

**Contact Human Resources.** For consultation; To report incidents BEFORE taking action, especially if recent protected activity (Non-Retaliation).

## Available Resources

The resources below provide you with assistance for reporting and receiving support for sexual misconduct or harassment.

Title IX Office	850-645-2741; <a href="https://knowmore.fsu.edu">knowmore.fsu.edu</a>
Equity, Diversity and Inclusion Office	850-645-1458; <a href="https://hr.fsu.edu/sections/equity-diversity-inclusion">https://hr.fsu.edu/sections/equity-diversity-inclusion</a>
FSU Police Department	850-644-1234; <a href="https://police.fsu.edu">police.fsu.edu</a>
Victim Advocate Program	850-644-7161; <a href="https://dsst.fsu.edu/vap">dsst.fsu.edu/vap</a>
Counseling and Psychological Services	850-644-8255; <a href="https://counseling.fsu.edu">counseling.fsu.edu</a>
Employee Assistance Program	850-644-2288; <a href="https://eap.fsu.edu">eap.fsu.edu</a>
University Health Services	850-644-6230; <a href="https://uhs.fsu.edu">uhs.fsu.edu</a>

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Thank you for completing this course!

In the final section you will complete a quiz to review your understanding of key components of this training.

# Quiz



Office of Equity, Diversity, and Inclusion

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This quiz is designed to assess your understanding of FSU's policies regarding sexual misconduct and harassment. Answer the following questions to the best of your ability.

---

*Question*

**01/10**

If a student tells you that they are uncomfortable after being hugged by an employee, does this fall under the purview of University policy?

---

☐

Yes

☐

No

*Question*

**02/10**

If a student tells you that they are uncomfortable after being hugged by an employee, do you have a mandatory reporting obligation?

---

☐ Yes

☐ No



Question

03/10

If a student tells you that they are uncomfortable after being hugged by an employee, besides reporting, what are other best practice responses? Select all that apply.

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- ☐ Nothing, reporting is enough.
- ☐ Inform your supervisor.
- ☐ Acknowledge that you heard the student and you are getting them help.
- ☐ Tell the accused.
- ☐ Share the information with other colleagues.

*Question*

**04/10**

If a student tells you they think someone had sex with them the night before, while they were passed out, does this fall under the purview of the University policy?

---

☐ Yes

☐ No

*Question*

**05/10**

If a student tells you they think someone had sex with them the night before, while they were passed out, do you have a mandatory reporting obligation?

---

☐ Yes

☐ No

Question

06/10

If a student tells you they think someone had sex with them the night before, while they were passed out, besides reporting, what are other best practice responses? Select all that apply.

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- ☐ Nothing, reporting is enough.
- ☐ Make the student aware of the Victim Advocate Program.
- ☐ Share the information with other colleagues.
- ☐ Make the student aware of services available at the Health and Wellness Center.
- ☐ Seek guidance from your supervisor.

*Question*

**07/10**

If you have a pregnant student ask to take a test early based on their due date, does this fall under the purview of University policy?

---

☐

Yes

☐

No

Question

08/10

If you have a pregnant student ask to take a test early based on their due date, what are best practice responses? Select all that apply.

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- ☐ Nothing, such a request cannot be approved.
- ☐ Seek guidance from your supervisor.
- ☐ Let the student know that you will need to get back to them with an answer.
- ☐ Seek guidance from the Title IX Office.
- ☐ Ask for medical documentation.
- ☐ Grant the request

*Question*

**09/10**

If one employee tells another employee their language choice is discriminatory, does this fall under the purview of University policy?

---

☐ Yes

☐ No

*Question*

**10/10**

If one employee tells another employee their language choice is discriminatory, and you are the supervisor, do you have a mandatory reporting obligation?

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☐ Yes

☐ No