

Reporting Options

Reporting to Confidential Employees: “Confidential Employees” are those who are legally granted privileged communication and are not required to report sexual misconduct involving students to a Title IX Coordinator. Currently, these include employees in the Counseling and Wellness Center and Student Health Services. Additionally, community members can seek out assistance from an off-campus crisis center, which can maintain confidentiality. Faculty members and other University staff are *not* confidential resources and are required to contact a University Title IX coordinator.

Reporting to Responsible Employees (Non-Confidential): Responsible Employees are required to report to the University’s Title IX Coordinator all relevant details of which they have knowledge about an incident of alleged sexual misconduct involving any USJ student. Responsible employees include faculty and USJ staff members. This does not include counselors or health services staff as these members are confidential employees.

Reporting Directly to Title IX Coordinator/Deputies: The Title IX coordinator and deputies are responsible for overseeing the prompt investigation and resolution of complaints of sexual misconduct.

Reports should be made to:

Title IX Coordinator: Deborah Spencer

860.231.5390 or dspencer@usj.edu

Role: Receiving/recording complaints from faculty, staff, and students, notifying appropriate Title IX Deputy/ies and other administrator/s, and tracking resolution.

Title IX Deputy: Paul Lombardo

860.231.5396 or plombardo@usj.edu

Role: Receiving and investigating to all complaints involving students and other members of USJ community.

Title IX Deputy: Zanira Shabazz

860.231.5793 or zshabazz@usj.edu

Title IX email address: Reports can also be sent to the Title IX email address:

TITLEIX@usj.edu.

Reporting Anonymously: The University of Saint Joseph Public Safety Department recognizes the importance of allowing individuals reporting an incident to Public Safety to remain anonymous. The Public Safety Department utilizes an anonymous reporting tip line. The phone number for the **Anonymous Tip Line** is 860.231.5742 or x5742 from any campus phone. The **Anonymous Tip Line** voicemail will be reviewed by the Director of Public Safety.