

Title IX Formal Complaint Form
St. John Fisher College

This form is for reporting conduct involving students, employees, or third parties that may constitute a form of sexual harassment or violence, including sexual assault, dating violence, domestic violence, or stalking, to the College's Title IX Coordinator. You have the right to make a report to Safety and Security, local law enforcement, and/or state police, or choose not to report to St. John Fisher College. You have the right to be protected by the institution from retaliation for reporting, and to receive assistance and resources from the College. If you have questions about the College's options for support or reporting, or about filling out this form, please contact:

Meg Flaherty, Ph.D., Title IX Coordinator
St. John Fisher College, Campus Center 206
mflaherty@sjfc.edu or titleix@sjfc.edu

585-385-8232 After business hours: Contact Safety and Security (585-385-8111) and ask to speak with Meg.

For full review of the College's Title IX and Sexual Misconduct Policy and Procedures, please visit:
<https://www.sjfc.edu/student-life/title-ix-and-sexual-misconduct/>

Complainant Information:

A complainant is a person who has reported being or is alleged to be the victim of conduct that could constitute sexual harassment, including sexual assault, dating violence, domestic violence, or stalking.

Full Name: _____ Status: Student Employee Third Party

Email Address: _____ Phone: _____

Respondent Information:

A respondent is a person who is accused of perpetrating conduct that could constitute sexual harassment, including sexual assault, dating violence, domestic violence, or stalking.

Full Name: _____ Status: Student Employee Third Party

Email Address: _____ Phone: _____

Information about the Incident(s):

Date (if known): _____ Location (if known): _____

Please indicate the type of prohibited conduct you are reporting (Check all that apply):

- | | |
|--------------------------------------------|-----------------------------------------|
| <input type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Assault |
| <input type="checkbox"/> Dating Violence | <input type="checkbox"/> Stalking |
| <input type="checkbox"/> Domestic Violence | <input type="checkbox"/> Retaliation |
| <input type="checkbox"/> Not Sure | |

Please describe the incident (optional at this time):

Note: This form goes to the College's Title IX Coordinator. Upon receipt of this form, the Title IX Coordinator will reach out to meet with you. If you choose not to describe the incident on this form, you can share additional information with the

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Title IX Coordinator when you meet with them. The Title IX Coordinator will require additional information in order to conduct an Initial Review, including an assessment of appropriate supportive and interim measures.

Next Steps (Check all that apply):

Upon receipt of this form, the Title IX Coordinator will reach out to discuss options for support and next steps. At this time, please indicate

- Request that the College investigate the allegation of misconduct in accordance with the Formal Complaint and Grievance Process.
Choosing this initiates the Formal Complaint and Grievance Process or Disciplinary Resolution Process, and includes a Notice of Investigation to the Respondent. The Title IX Coordinator conducts an Initial Review, and determines which process applies.

- To report the incident to and pursue criminal charges through a law enforcement agency
The College can assist you in reporting to local or state law enforcement. You may call contact local or state law enforcement on your own using the contact information available on the Title IX and Sexual Misconduct website. Upon reviewing the facts of your case, law enforcement may decide to prosecute the matter and you may be required to testify. Once criminal charges are initiated, charges can be withdrawn only with the proper consent of the District Attorney's Office. If law enforcement is contacted, you can choose your level of participation. In compliance with Title IX, the College may need to act on any information law enforcement shares with the College. If the College is contacted by law enforcement, you may choose the level of participation you have in the process.

- To report the incident to the College and pursue an Informal Resolution
An Informal Resolution is a framework that includes informal or restorative options for resolving reports and typically do not involve disciplinary action against a Respondent.

- To share information but take no further action at this time
With this choice, the information above, or that you discuss in person with the Title IX Coordinator, is to ensure that accurate sexual misconduct records are kept, and to evaluate potential patterns in conduct. The Title IX Coordinator will periodically reach out for a wellness check and to remind you of protective measures, supportive measures, resources, and accommodation options.

- I'm not sure what I want to do right now, and would like to talk through my options with someone
With this choice, the Title IX Coordinator will use the contact information provided above to meet with you.

Supportive Measures and Accommodations:

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You have the right to receive supportive measures from the College. We will work with you to the best of our ability to make reasonable accommodations that maximize your access to education programs and activities, address safety concerns, and protect the privacy of those involved. Accommodations are non-punitive. Accommodations or supportive measures may include, but are not limited to:

- A request for a No Contact Order
- Change in academics (e.g. schedule change, independent study, group work)
- Change in parking
- Change in living arrangement (e.g. room change, building change, moving on or off campus)
- Change in work environment (e.g. work schedule)

At this time, would you like to request any supportive measures or accommodations (you may change your mind at a later time)? _____

Retaliation is Prohibited

Retaliation against a person who files a complaint, is a respondent, a witness, or participates in any part of a reporting, investigation, or hearing process is strictly prohibited and will result in student conduct action. If someone involved in this incident, directly or indirectly, approaches you in any way that is intimidating, threatening, or harassing, please contact the Title IX Coordinator or Safety and Security immediately.

Resources

The College can assist in connecting you to support and resources on or off campus at any time. You may also contact resources independently at any time.

<p>On-campus Confidential Support:</p> <ul style="list-style-type: none"> • Health and Wellness Center, M-F 8:30 a.m. – 4:30 p.m., Wegmans School of Nursing, Suite 107, 585-385-8280 • Fr. Kevin Mannara, Campus Ministry, M-F 8:30 a.m. – 4:30 p.m., Campus Center 1st Floor, 585-385-8368 <p>Off-campus law enforcement:</p> <ul style="list-style-type: none"> • Police/EMS, 911 • Monroe County Sheriff’s Victim Assistance Program, 585-753-4389 • New York State Police Campus Sexual Assault Victims Unit, 1-844-845-7269 <p>Emergency Medical Care Resources:</p> <ul style="list-style-type: none"> • UR Medicine Urgent Care, Pittsford, 585-203-1055 • Rochester Regional Health Immediate Care, Penfield, 585-388-5280 • Immediate Care East, Victor, 585-398-1275 • Urgent Care by Lifetime Health, Rochester, 585-338-1200 	<p>Off-campus Confidential Support:</p> <ul style="list-style-type: none"> • RESTORE Sexual Assault Services (24 hour hotline), 585-546-2777 • Willow Domestic Violence Center (24 hour hotlines), 585-222-7233 (talk), 585-348-7233 (text) • Trillium Health 585-545-7200 • RAINN (24 hour services) 1-800-656-HOPE (4673) • IGNITE Advocacy Services for Abused Deaf Victims, VP: 855-812-1001 TTY: 800-787-3224 Voice: 800-799-7233 <p>Local Hospitals with a Sexual Assault Forensic Examiner Program and Sexual Assault Nurse Examiner:</p> <ul style="list-style-type: none"> • Strong Memorial Hospital – Emergency Department, 601 Elmwood Ave., Rochester, NY 14642 • Rochester General Hospital – Pediatric Emergency Department, 1425 Portland Ave., Rochester, NY 14621
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I understand the information provided to me including each of my reporting options and the course of action(s) that can be pursued. At this time, my preference(s) have been indicated on this form. I have not been improperly influenced or pressured by another person to select this option(s) or course(s) of action. I understand I may change my mind regarding my reporting options or my level of participation in this process at any time by contacting the person completing this form or the Title IX Coordinator. I also understand that certain time limitations may apply concerning my choice(s) specifically as it relates to limitations by the College to act on my report or pursuing criminal charges through a law enforcement agency.

Name: _____

Date: _____

Signature: _____

Time: _____

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