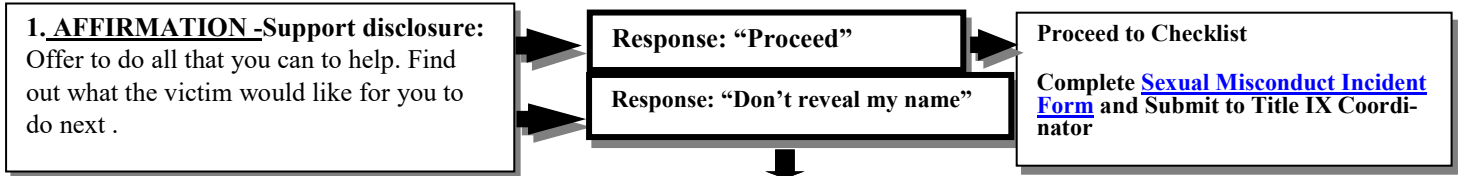


## Requirements in Response to Student or Employee Victims of Sexual Misconduct

Applies to: Grambling State University faculty, staff, administrators, and athletic personnel who receive information that a student or employee has experienced sexual misconduct including sexual harassment or violence. All reports of sexual misconduct should be reported within twenty-four (24) hours to the Title IX Coordinator,

Mr. H. Lamar Anderson, Jr. 318-274-2660 or andersonh@gram.edu



Advise you must report the incident and the University may have to investigate incident. Contact Title IX Coordinator with all details . Complete the Complaint Report Form without victim's name and submit to Title IX Coordinator. Proceed to checklist

### 2. Check List:

- SUPPORT**- Seek trained assistance. Obtain consent to contact victim services.  
**Title IX Coordinator, Counseling Services, Student Health Center or Campus Police.**
- SAFETY** -Find out details:
  - Is the victim in immediate danger? **Contact Campus Police and Title IX Coordinator.**
  - Does the victim need alternative housing for the night? **Title IX Coordinator.**
- HEALTH SERVICES** -Respect victim's privacy. Don't guess; don't ask for details if student has refused already.
  - Does the victim need medical attention? Offer to contact or take the victim to GSU health services.  
**Contact health services, Title IX Coordinator, or local hospital . In the case of an Emergency Call 911.**
- COUNSELING** -Inquire if the victim would like to speak with a trained counselor confidentially.
  - Counseling services are available 24 hrs./7 days a week. Offer to contact the counseling center.  
**Contact Student Counseling and Wellness Resource Center, Title IX Coordinator, or Campus Police.**
- ACADEMIC/EMPLOYMENT ADJUSTMENTS**- Offer help with immediate concerns only.
  - If you are the victim's professor or supervisor and the accused is in your class or office. Offer adjustments in testing location, changes in schedule, etc.
  - If the victim must relocate immediately for safety, offer assistance with contacting professors or supervisor about possible absence. **Contact Title IX Coordinator.**
- UNIVERSITY COMPLAINT OR CRIMINAL PROSECUTION** -Does the individual want to take immediate action to file a complaint? **Contact Title IX Coordinator, Campus Police.**

### For victim assistance or reporting sexual misconduct, always contact the Title IX Coordinator:

1. **Title IX Coordinator**- 318-274-2660 or 318-274-2784
2. **Student Counseling and Wellness Resource Center**-318-274-3277
3. **Grambling State University Police Department**- 318-274-2222
4. **GSAFE App**, you can anonymously report safety concerns while attaching photos/videos and contact campus safety forces quickly and directly in emergency situations. The app is 100% free and available in the [Android](#) and [iPhone](#) markets.
5. **Office of Student Conduct**- 318-274-3169
6. **Health Services**-
  - **GSU Foster-Johnson Health Center** -318-274-2351
  - **North Louisiana Medical Center**- 318-254-2100

