WHY AM I RECEIVING THIS EMAIL?

Texas law requires universities to send an email at the beginning of each semester to all students, faculty, and staff informing them of institutional policies, procedures for reporting, victim rights, and supportive measures available throughout the process.

WHAT IS TITLE IX?

Title IX is a federal law that prohibits discrimination based on sex in any educational program or activity. That means individuals are protected from sexual harassment, dating/domestic violence, sexual assault, and stalking. TTU is required to take action to stop the misconduct, provide Supportive Measures, and prevent recurrence. Texas Tech Operating Policies also protect against discrimination and harassment based on or related to any protected class, including race, national origin, religion, age, disability, veteran status, sexual orientation, and gender identity.

WHEN SHOULD I FILE A TITLE IX REPORT?

- An incident has negatively affected your academics, employment, student involvement, or emotional well-being.
- You have concerns about your safety or the safety of others.
- You need assistance and support, but you do not want to disclose details or names.
- You would like a No Contact Order to prohibit communication between you and another party.
- You would like the University to take action and investigate the incident.
HOW CAN OUR OFFICE HELP?

SUPPORTIVE MEASURES

The Office for Student Civil Rights & Sexual Misconduct Case Management Team coordinates supportive measures for students and employees who have been involved in an incident of sexual misconduct, discrimination, or harassment that occurred anywhere, anytime, with anyone. While there are specific definitions of misconduct in the Code of Student Conduct, supportive measures are available to all students and employees, regardless of if the incident rises to the level of a policy violation. Supportive measures are available to all individuals involved in the incident.

- Counseling Services
- Medical Services
  - Short-term emergency housing accommodations or housing changes
- Academic Assistance
  - Course load reductions, schedule changes, withdrawals, absence notifications, requests for flexibility/alternative participation to faculty or supervisors
- On-campus Parking Assistance
- Extracurriculars and Student Organizations Assistance
- Altering Student Employment Schedules
- No Contact Orders

Click here for a list of all on-campus and off-campus supportive measures and national resources.

Campus Advocacy, Response & Education (CARE) Coordinators:

CARE Coordinators are graduate students in the Office for Student Civil Rights & Sexual Misconduct who serve as peer mentors and support persons for students going through the Title IX process. CARE Coordinators serve as a point of contact for students and can assist with any process related questions, attend meetings as a support person, review documents and materials related to the investigation, and provide a safe listening space. CARE Coordinators assist Complainants and Respondents, but each party in a case will have their own Coordinator. CARE Coordinators are not a confidential resource and do not provide legal services.

FORMAL GRIEVANCE PROCESS

In addition to Supportive Measures, students have the option of filing a Formal Complaint to begin the Formal Grievance process to facilitate an Informal Resolution or investigate for potential disciplinary action.
WHAT HAPPENS WHEN A REPORT IS FILED?

- Our Case Management Team sends an email to the student to schedule an intake meeting to coordinate Supportive Measures and discuss additional options available to them.
- The student decides whether or not they would like to file a Formal Complaint to participate in the Formal Grievance process to facilitate an Informal Resolution or investigate for potential disciplinary action.

COMMON REPORTING MISCONCEPTIONS:

- The University does not begin an investigation or notify additional parties without the involved student filing a Formal Complaint.
- Due to the University’s Amnesty policy, the University will not take any disciplinary action against a student who in good faith reports being the victim of sexual misconduct for a violation of the Code of Student Conduct occurring at or near the time of the incident, including drug or alcohol use.
- When students file a Title IX report, the police are not immediately notified.
- To safeguard student's privacy, our office requires an additional FERPA to be signed before communicating with a student's parent or advisor.

HOW TO REPORT TITLE IX INCIDENTS:

ONLINE REPORTING FORM

During Business Hours
Online | In Person: West Hall 242 | Phone | Email

After Business Hours
Email | Online

File a Report Online at http://titleix.ttu.edu/

Directly Contact Office for Student Civil Rights & Sexual Misconduct Staff:

- **Title IX Coordinator:** Dr. Kimberly Simón
  - kimberly.simon@ttu.edu
  - 806.834.1949 | West Hall 242

- **Case Manager:** Meredith Holden
  - meredith.holden@ttu.edu
  - 806.834.5556 | West Hall 242
• Title IX Training & Outreach Coordinator: Serena Sosa
  o serena.sosa@ttu.edu
  o 806.834.4454 | West Hall 242
• Civil Rights Investigators: Glenn Mellinger, Meghan Rogers, and Tyler Patrick
  o West Hall 242 | 806.742.7233

For Immediate Help:

• Contact Texas Tech Police at 806.742.3931 or dial 911.
• Police can coordinate emergency needs and assist in beginning a criminal investigation.

Confidential Reporting:

• Student Counseling Center | 806.742.3674
• Student Health Services | 806.743.2848
• Crisis HelpLine | 806.742.5555

Mailing Address:

• Texas Tech Title IX
  PO Box 42005
  Lubbock, TX 79409-2005

PARENTING/EXPECTING?

Title IX protects students who are navigating pregnancy, childbirth, and related outcomes. Partners, too!

• According to the U.S. Department of Education, the University must:
  o Excuse absences due to pregnancy or childbirth for as long as your doctor says it is necessary
  o Allow students to return to the same academic and extracurricular status as before medical leave began, which should include giving the opportunity to make up any work missed while the student was out
  o Ensure that faculty and staff understand the Title IX requirements related to excused absences/medical leave. Faculty may not refuse to allow a student to submit work after missed deadline because of pregnancy or childbirth. If the professor's grading is based in part on class participation or attendance and a student missed class because of pregnancy or childbirth, the student should be allowed to make up the participation or attendance credits they didn't have the chance to earn.
  o Provide pregnant students with the same special services it provides to students with temporary...
medical conditions. This includes homebound instruction/at-home tutoring/independent study.

Visit [http://www.titleix.ttu.edu/](http://www.titleix.ttu.edu/) for more information or call our Case Manager at 806.834.5556.

**UNIVERSITY EMPLOYEE MANDATORY REPORTING**

All TTU faculty, staff, and student employees are mandatory reporters. This means employees must promptly file a Title IX report if they are made aware in the scope of their employment of a current TTU student or employee involved in an incident of sexual harassment, sexual assault, dating/intimate partner violence, or stalking. Reports must include all known information, including names of parties, regardless of when or where the incident occurred.

**Why does TTU have this policy?**
The purpose of this policy is to ensure students have access to immediate supportive measures and the opportunity to discuss available options.

**What happens when a report is filed?**
A member of our Case Management Team sends the student an email to schedule an intake meeting to connect them with supportive measures and discuss additional options. Students are not obligated to respond to the email or attend the intake meeting. Students decide how to proceed after a report is made.

As of January 1, 2020, Texas enacted Senate Bill 212 that adds penalties for failure to report, including being terminated from the University, possible criminal charges and/or civil penalties.

**CONFIDENTIAL REPORTS** may be made to the Student Counseling Center (806.742.3674), Student Health Services (806.743.2848) or the Crisis HelpLine (806.742.5555).

**TITLE IX TRAINING & OUTREACH OPPORTUNITIES**

The Title IX Training and Outreach Coordinator has a primary goal of educating, empowering, and equipping our campus community, and provides trainings and facilitates interactive workshops to students, faculty, and staff. Specifically tailoring presentations to each group's needs, we offer an engaging space to learn about University policies, resources, and prevention.

[Click Here](#) to Request a Title IX Workshop for your Student Organization, Campus Department, or Academic Course.
CONTACT TEXAS TECH’S TITLE IX TEAM

Kimberly Simón | Title IX Coordinator | Office of the President
West Hall 242 | Box 42005, Lubbock 79409
806.834.1949 | kimberly.simon@ttu.edu

Office for Student Civil Rights & Sexual Misconduct
West Hall 242 | 806.742.7233 | titleix@ttu.edu

Meredith Holden | Deputy Title IX Coordinator | Case Manager
806.834.5556 | meredith.holden@ttu.edu

Civil Rights Investigators | Glenn Mellinger, Tyler Patrick and Meghan Rogers

Office of Equal Opportunity
Faculty and Staff Misconduct Reports | 806.742.3627

Scan QR code or click here to download the TTU Title IX support resources contact card.

FROM HERE, IT’S POSSIBLE