January 22, 2019

**Understanding Title IX at Baruch/CUNY: “Responsible Employees” & Upcoming Training to Minimize Harm When Handling Disclosures**

Dear Colleagues,

All members of the Baruch community need to know about The City University of New York’s Policy on Sexual Misconduct and be aware of the faculty and staff in our community—aptly designated “responsible employees”—with accountability to “report incidents of sexual misconduct, including all relevant details to the Title IX coordinator.” At Baruch College, I serve as Title IX, Section 504, coordinator (my contact information appears with my signoff, at the bottom of this message).

Note below CUNY’s full list of responsible employees and the announcement of an important upcoming training opportunity for them.

**Who Are Title IX “Responsible Employees,” and What Is Their Role?**

Per CUNY’s policy, when a complainant discloses to a “responsible employee” that he or she has an issue or concern involving sexual misconduct, the responsible employee must—to the extent possible—advise him or her of reporting obligations before any information is revealed.

If the complainant is a student and wants to maintain confidentiality, the responsible employee needs to inform the complainant of such confidential resources as:

- [Counseling center staff](#)
- [Nurse or other college health office staff](#)
- [Pastoral counselors](#)

Baruch employees with an issue or concern involving sexual misconduct who wish to
speak with a confidential resource are referred to CUNY’s Work/Life program.

CUNY’s List of Responsible Employees
Baruch faculty and staff in the following positions are “responsible employees.” Their special duties and sensitivities help to keep the College and University communities compliant and safe.

Upcoming Special Training for “Responsible Employees”: Learn How to Minimize Harm When Handling Disclosures
To help support individuals in the essential role of “responsible employee,” Baruch’s Title IX Office will present a training on how to handle disclosures from students. Your attendance is strongly recommended.

- **When:** Tuesday, January 29, 12 noon to 1:30 pm*
- **Where:** Newman Vertical Campus, Room 14-266
- **RSVP:** DiversityEventsRSVP@baruch.cuny.edu

*Please bring your own lunch.

In this clinic—co-presented by the Mount Sinai Sexual Assault & Violence Intervention Program and the Mount Sinai Adolescent Health Center—individuals identified as “responsible employees” will have the opportunity to put the CUNY/Baruch sexual misconduct policy directives into action. Participants will apply basic trauma-informed emotional first-aid skills through case studies, controlled role play, and rehearsal of phrasing and specific language to sensitively and accurately respond to a student who shares experiences of sexual violence, intimate partner violence, or stalking.

**Note:** Please fill out the following survey in advance of the clinic to better inform the training. Your responses will be submitted directly to Mount Sinai, which will share aggregate data with Baruch’s Title IX Office without revealing identifiable information.

Please let me know if you have any questions or concerns.

Thank you for your commitment to ensuring a safe and responsible community.
Sincerely,
Mona Jha, Esq.
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