



## Title IX Mandated Reporter Guide

### What and who is a Mandated Reporter at Lenoir-Rhyne?

Under Lenoir-Rhyne's policy, most faculty and staff are **Mandated Reporters** for purposes of reporting incidents of sexual assault, sexual harassment, dating violence, domestic violence, stalking and sex/gender harassment or discrimination involving students. A few employees are not considered Mandated Reporters and these employees are referred to as **Confidential Resources**. Confidential Resources include University Counselors, Student Health Providers, and Pastors. Confidential Resources are not required to report incidents described above to the Title IX Coordinator.

### What are my responsibilities as a Mandated Reporter?

- Respond to the reporter/victim/complainant using **Help BEARS**

**B**e safe – if it is ongoing threat to individual or campus, or the victim's wishes, contact Public Safety 24/7 at (828) 328-7146 and/or call 911

**E**mpower the victim/complainant with your knowledge about the process and resources. Please let them know they will have choices with how the University responds to their information

**A**ctively validate the student's feelings and reactions, and listen without judgment

**R**efer and report the student to the Title IX Coordinator and, importantly, inform student that you must report their information to the Title IX Coordinator. Otherwise, you should keep their information confidential

**S**how students how to access resources on the Title IX webpage ([www.lr.edu/titleix](http://www.lr.edu/titleix)) and Cornerstone's webpage ([www.lr.edu/student-life/health-wellness](http://www.lr.edu/student-life/health-wellness)); give them information about both on-campus and local resources – See [LRU Resource Guide](#)

- As a Mandated Reporter, you must immediately share information you have about an incident of sexual assault, sexual harassment, dating violence, domestic violence, stalking, and sex/gender harassment or discrimination involving a student with the Title IX Coordinator or a Deputy Coordinator (Asheville & Columbia) below:
  - Title IX Coordinator – Avery Staley, J.D. (Hickory)  
828.328.7443; Lineberger 208; [avery.staley@lr.edu](mailto:avery.staley@lr.edu) or [TitleIXCoordinator@lr.edu](mailto:TitleIXCoordinator@lr.edu)
  - Asheville Deputy Title IX Coordinator – Michael Dempsey, Ed.D  
828.407.4269; [michael.dempsey@lr.edu](mailto:michael.dempsey@lr.edu)
  - Columbia Deputy Title IX Coordinator – Brent Driggers, Ph.D.  
803.461.3231; [brent.driggers@lr.edu](mailto:brent.driggers@lr.edu)

- You or the student may also submit an incident report here: [www.lr.edu/titleix](http://www.lr.edu/titleix) (then click “Submit a Report or Complaint”). The submitted report goes directly to the Title IX Coordinator
- Refer the student to **Confidential Resources** for help and support including:
  - Cornerstone Center for Student Support and Wellness – 828.328.7959
  - Rev. Todd Cutter, University Pastor – 828.328.7373, [todd.cutter@lr.edu](mailto:todd.cutter@lr.edu)
  - Rev. Elizabeth Rawlings, Campus Pastor (Asheville) – [elizabeth.rawlings@lr.edu](mailto:elizabeth.rawlings@lr.edu)

### **What happens once the incident is reported to the Title IX Coordinator or a Deputy Coordinator?**

The Title IX Coordinator will schedule a meeting with the complainant to discuss supportive measures and explain their rights and options. If the complainant wishes to make a formal complaint, the Title IX Coordinator will provide notice and supportive measures to the accused student (or employee).

Below is a summary of the Title IX formal complaint process:

- Written complaint is submitted to the Title IX Coordinator
- Accused individual (“respondent”) is notified in writing of allegation(s)
- Supportive measures provided to both parties
- Request(s) are made for Informal Resolution Process (if interested, if not proceed below)
- Investigation conducted (interviews of parties/witnesses and collection of documentary evidence)
- Parties receive written investigation report and prepare written rebuttal (as necessary)
- Hearing by Decision-Maker
- Decision-maker issues findings (responsible/not responsible) and sanctions as needed
- Appeals

Please let students know you are also there to support them. Thank you for your assistance.

If you have any questions or to report, please contact:

Avery Staley, J.D.  
Vice President of Diversity, Equity and Inclusion  
Title IX Coordinator  
Lineberger 208  
[avery.staley@lr.edu](mailto:avery.staley@lr.edu) or [TitleIXCoordinator@lr.edu](mailto:TitleIXCoordinator@lr.edu)  
828.328.7443