

“Responsible Employee” means RIT Employees who have the authority to take action to address Prohibited Conduct, or have the duty to report any such incidents to the Title IX Coordinator or other appropriate school official. Most RIT Employees are Responsible Employees for reporting purposes under this policy and [RIT’s Policy Prohibiting Harassment and Discrimination \(C.6.0\)](#) unless they are specifically designated as Confidential Resources. Responsible Employees must report allegations of Sexual Misconduct to RIT’s Responsible Administrators to allow the university to stop, prevent, and remedy such occurrences.

With the limited exception of employees designated as Confidential Resources, all employees to whom a report of Prohibited Conduct is made must disclose the report to the Title IX Coordinator or Responsible Administrator. The report should include all relevant information that the Reporting Person has shared with the Responsible Employee such as the names of those involved in the alleged incident, as well as the date, time, and location of the alleged incident. The Responsible Employee will not attempt to determine whether the Prohibited Conduct occurred.

If an individual discloses Prohibited Conduct during a public awareness event, a protest, a class project, or advocacy event, such disclosure does not constitute a report to RIT and RIT is not obligated to investigate based on the public disclosure. RIT may however, use the information disclosed to further educate about prevention efforts.