

HINU Student Sexual Misconduct Policy

Sex Discrimination (Including Sex-Based Harassment)

Reporting Form (In-Take Form)

If you believe you have been subjected to, witnessed, or have otherwise learned of sex-based harassment or other sex discrimination under the HINU Student Sexual Misconduct Policy (“Policy”) you can submit this report online, in person, by mail, email, or phone to the HINU Campus Advocate Coordinator: Ms. Simona J. Charles, MSW, Tommaney Library Room 120; Office: 785-832-6646 ext. 646; Mobile 785-813-5329; Mail: 155 Indian Avenue Lawrence, KS 66046; email: scharles@haskell.edu

NOTE: If you do not wish to report directly to the HINU Campus Advocate Coordinator, you may contact an HINU official of your choice, including, but not limited to, the Office of Student Rights and Conduct, Dean of Students, Human Resources, or Director of Housing.

- Upon receipt of a report alleging sex discrimination, including sex-based harassment, pursuant to the Policy, the HINU Campus Advocate Coordinator will promptly contact the individual who is alleged to have been subjected to the identified conduct to discuss safety and supportive measures, explain their right to file a complaint to local law enforcement, and provide them with a copy of their rights under the Policy.

Please include as much responsive information as you can. If you do not have responsive information to any particular field, please leave it blank. However, please note that while the HINU Campus Advocate Coordinator will review all concerns reported, those submitted without sufficient information may inhibit the HINU’s ability to respond or take supportive actions.

Reporter information (Information not required if Reporter wishes to remain anonymous)

- Reporter’s full name:
- Reporter’s department or position (applicable only to HINU staff):
- Reporter’s phone number;
- Reporter’s email address:

Involved individuals: Please list the individuals involved, including any known witnesses (individuals who may have direct knowledge, evidence, or information related the alleged incident(s) and their contact information:

Incident Details:

- Date(s) of incident:
- Approximate time(s) of incident:
- Location(s) where the incident occurred:
- Description of what occurred: