



Reporting Sexual Harassment

The College encourages members of the College Community to report any and all instances of Sexual Harassment, even if they are unsure whether the conduct rises to the level of a policy violation.

Any person may report Sexual Harassment to the Title IX Coordinator. Reports may be made in person, by regular mail, telephone, electronic mail, or by any other means that results in the Title IX Coordinator receiving the person’s verbal or written report. In-person reports must be made during normal business hours, but reports can be made by regular mail, telephone, or electronic mail at any time, including outside normal business hours.

The name and contact information for the Title IX Coordinator is:

Joshua Carcopa
Dean of Students and Title IX Coordinator
Information Technology Center
One Technology Drive
Linn, MO 65051
573-897-5201
joshua.carcopa@statetechmo.edu or title9coordinator@statetechmo.edu

The College has also designated Student Conduct Administrators as resources to report Sexual Harassment. Student Conduct Administrators are private – but not confidential – resources. The designated Student Conduct Administrators are:

SCA Name	Phone	Email	Office
Becca Mehmert	573-897-5228	Becca.mehmert@statetechmo.edu	ITC122
Jason Hoffmeyer	573-897-5110	Jason.hoffmeyer@statetechmo.edu	ITC120

In addition to reporting to the Title IX Coordinator or the Student Conduct Administrators, any person may report Sexual Harassment to any College employee who must promptly forward such report of Sexual Harassment to the Title IX Coordinator.

Special Advice for Individuals Reporting Sexual Assault, Domestic Violence, Dating Violence, or Stalking

If you believe you are the victim of Sexual Assault, Domestic Violence, or Dating Violence, get to safety and do everything possible to preserve evidence by making certain that the crime scene is not disturbed. Preservation of evidence may be necessary for proof of the crime or in obtaining an order or protection. For those who believe that they are victims of Sexual Assault, Domestic Violence, or Dating Violence, the College recommends the following:

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- Get to a safe place as soon as possible.
- Try to preserve all physical evidence of the crime—avoid bathing, using the toilet, rinsing one’s mouth or changing clothes. If it is necessary, put all clothing that was worn at the time of the incident in a paper bag, not a plastic one.
- Do not launder or discard bedding or otherwise clean the area where the assault occurred- preserve for law enforcement
- Preserve all forms of electronic communication that occurred before, during, or after the assault
- Contact law enforcement by calling 911.
- Get medical attention – all medical injuries are not immediately apparent. This will also help collect evidence that may be needed in case the individual decides to press charges. Local hospitals have evidence collection kits necessary for criminal prosecution should the victim wish to pursue charges. Take a full change of clothing, including shoes, for use after a medical examination.
- Contact a trusted person, such as a friend or family member for support.
- Talk with a professional licensed counselor or health care provider who can help explain options, give information, and provide emotional support.
- Make a report to the Title IX Coordinator.
- Explore Sexual Harassment Under Title IX policy and avenues for resolution.

It is also important to take steps to preserve evidence in cases of Stalking, to the extent such evidence exists. Such evidence is more likely to be in the form of letters, emails, text messages, electronic images, etc. rather than evidence of physical contact and violence. This type of non-physical evidence will also be useful in all types of Sexual Harassment investigations.

Once a report of Sexual Assault, Domestic Violence, Dating Violence, or Stalking is made, the victim has several options such as, but not limited to:

- obtaining Supportive Measures
- contacting parents or a relative
- seeking legal advice
- seeking personal counseling (always recommended)
- pursuing legal action against the perpetrator
- filing a Formal Complaint
- requesting that no further action be taken



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The College's Counselors can assist individuals in obtaining an order of protection.

Counselor Name	Phone	Email	Office
Becca Mehmert	573-897-5228	Becca.mehmert@statetechmo.edu	ITC122
Jason Hoffmeyer	573-897-5110	Jason.hoffmeyer@statetechmo.edu	ITC120

Amnesty

To encourage reporting, individuals who in good faith report Sexual Harassment, either as a Complainant, witness, or bystander, will not be subject to disciplinary action by the College for their own personal consumption of alcohol or drugs at or near the time of the incident, provided that such violations did not and do not place the health or safety of any other person at risk. The College may, however, initiate an education discussion or pursue other educational remedies regarding alcohol or other drugs.