



Dear PVAMU Employees,

Prairie View A&M University strives to ensure that all employees are informed and aware of their responsibilities as required by state regulations. As a reminder, [Senate Bill 212](#) was passed into State law requiring **all employees** of Texas universities to report sexual harassment, sexual assault, dating violence, and stalking (collectively referred to as, “sexual misconduct”) to the Title IX Coordinator. An employee who fails to report an incident may be subject to a criminal offense (misdemeanor) and the university is required to terminate their employment.

The reporting obligations and penalties took effect January 1, 2020. Some key points below are intended to offer important information about your responsibilities under the law.

### Key Points of Senate Bill 212

- All employees who witness or receive information about incidents of sexual misconduct that involve a current student or employee must promptly report the incident to PVAMU’s Title IX Coordinator. Reports can be made online: [PVAMU Title IX Reporting Form](#); by email: [titleixteam@pvamu.edu](mailto:titleixteam@pvamu.edu); or by phone: 936.261.2166
  - Retaliation against persons who, in good faith, make a report of sexual misconduct or cooperate in an investigation is prohibited
  - An employee is not required to report an incident where they are the victim
- An employee who does not report an incident or who makes a false report can be charged with a criminal offense (misdemeanor). Also, the law states that if an employee fails to make a required report or makes a false report, the employee is to be terminated
- Reports to the Title IX Coordinator must include *all relevant information* that is known about the incident
- The identity of an alleged victim is confidential and not subject to disclosure under the Public Information laws. Unless the victim signs a waiver, only those with a need to know (based on their role in the investigative and hearing process) may learn the alleged victim’s identity
- The university is required to provide regular reports to the President and to the Board of Regents

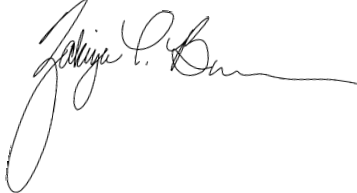
Please note, all employees are obligated to comply with the state law as well as university rules and Texas A&M University System (TAMUS) regulations.

## Education Opportunities for Employees on Sexual Misconduct

- Attend trainings held by the Office of Title IX Compliance covering Title IX and Sexual Harassment. Register for trainings through the HR Training Academy
- Trainings by Request:
  - Department heads can request specialized, in-person trainings for their employees by emailing [titleixteam@pvamu.edu](mailto:titleixteam@pvamu.edu)
  - Additionally, on-line trainings are available through Vector Solutions, an online training platform managed by the Office of Compliance. To request Vector Solutions training modules for your department, contact Melissa De Witt, Compliance Officer II, at [mcdewitt@pvamu.edu](mailto:mcdewitt@pvamu.edu)
- Review (and share with your colleagues) the following documents entitled:
  - [What to Do When a Student Reports Sexual Misconduct](#)
  - [PVAMU Guide to Sexual Misconduct Resources & Reporting Brochure](#)
- Review the TAMUS Regulation [08.01.01 Civil Rights Compliance](#) and Prairie View Rule [08.01.01.P1 Civil Rights Compliance](#)
- Visit the [PVAMU Title IX website](#) for information on reporting and resources
- Faculty and staff can engage in the investigation process by becoming a Certified Advisor for students involved in sexual misconduct investigations. Certified Advisors are required to attend an initial onboarding training and one 2-hour training each semester to maintain certification.
  - If you would like to become a Certified Advisor, please complete [this form](#). **Please consult with your supervisor before committing to this role**

This notice is intended to provide general information about the state law and sexual harassment reporting. For more information, please review [Senate Bill 212](#), talk with your supervisor, or reach out to the [Title IX Office](#).

Signed,



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