

SUMMER 2026 TEACHING AND RESEARCH ASSISTANT TRAINING

Office for Equity & Compliance

Your Partner for Addressing Discrimination, Sexual Misconduct,
and Retaliation

JULY 24, 2026



LOYOLA
UNIVERSITY CHICAGO



OBJECTIVES

- *Review*
 - What is the OEC?
- *Understand*
 - Your Obligations to Help Report Sexual Misconduct
 - Options for Survivors
- *Practice*
 - Responding to Disclosures

Office for Equity & Compliance (OEC)



1 Executive Director / Title IX Coordinator

Coordinates institution-wide compliance with civil rights laws

3 Equity Investigators

Conduct professional, impartial investigations; also have auxiliary responsibilities (communications, assessment, outreach)

1 Case Manager

Conducts intakes, facilitates supportive measures, provides administrative support

How to Contact Us

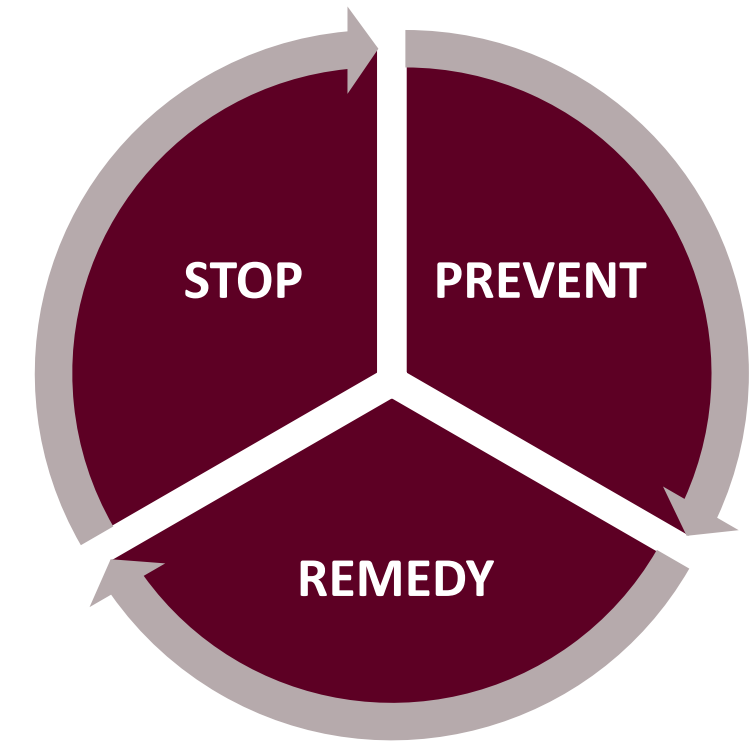
equity@luc.edu

773-508-7766

Granada Center, Suite 403 (but serve all campuses)

Core OEC Functions

- Ensure University-wide compliance with applicable laws
 - Training
 - Prevention/awareness
 - Policy/guidance/consultation
- Coordinates response to reports and complaints of:
 - **Discrimination** (including discriminatory harassment)
 - **Sexual misconduct** (harassment, assault, stalking, dating/domestic violence, stalking, exploitation)
 - **Retaliation** (when connected to civil rights)
- Facilitates:
 - Supportive measures (students and employees)
 - Impartial investigations
 - Formal and informal resolution processes



COMPREHENSIVE POLICY



AND PROCEDURES FOR ADDRESSING DISCRIMINATION, SEXUAL MISCONDUCT, AND RETALIATION

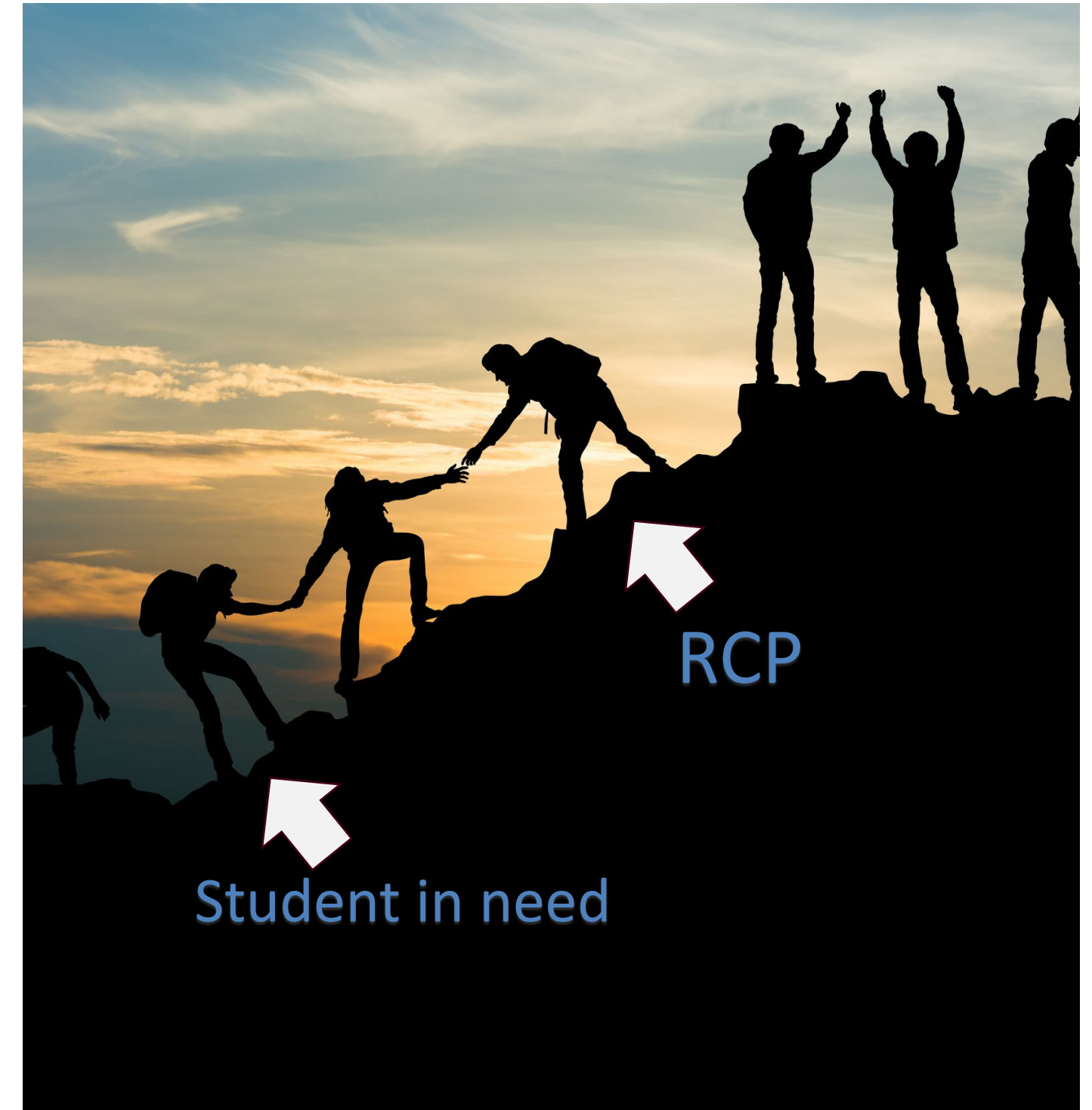
- Loyola's superseding policy prohibiting discrimination, sexual misconduct, and other related offenses
- Incorporates applicable legal obligations and institutional mission, values, and identity
- Codifies specific procedures for addressing reports and complaints
- Always available at [LUC.edu/comprehensivepolicy](https://luc.edu/comprehensivepolicy)

WHEN TO REPORT

REPORTING EXPECTATIONS FOR GRADUATE ASSISTANTS

Responsible campus partners must report (within 24 hours) any **known/disclosed/alleged sexual misconduct** that meets any of the following conditions:

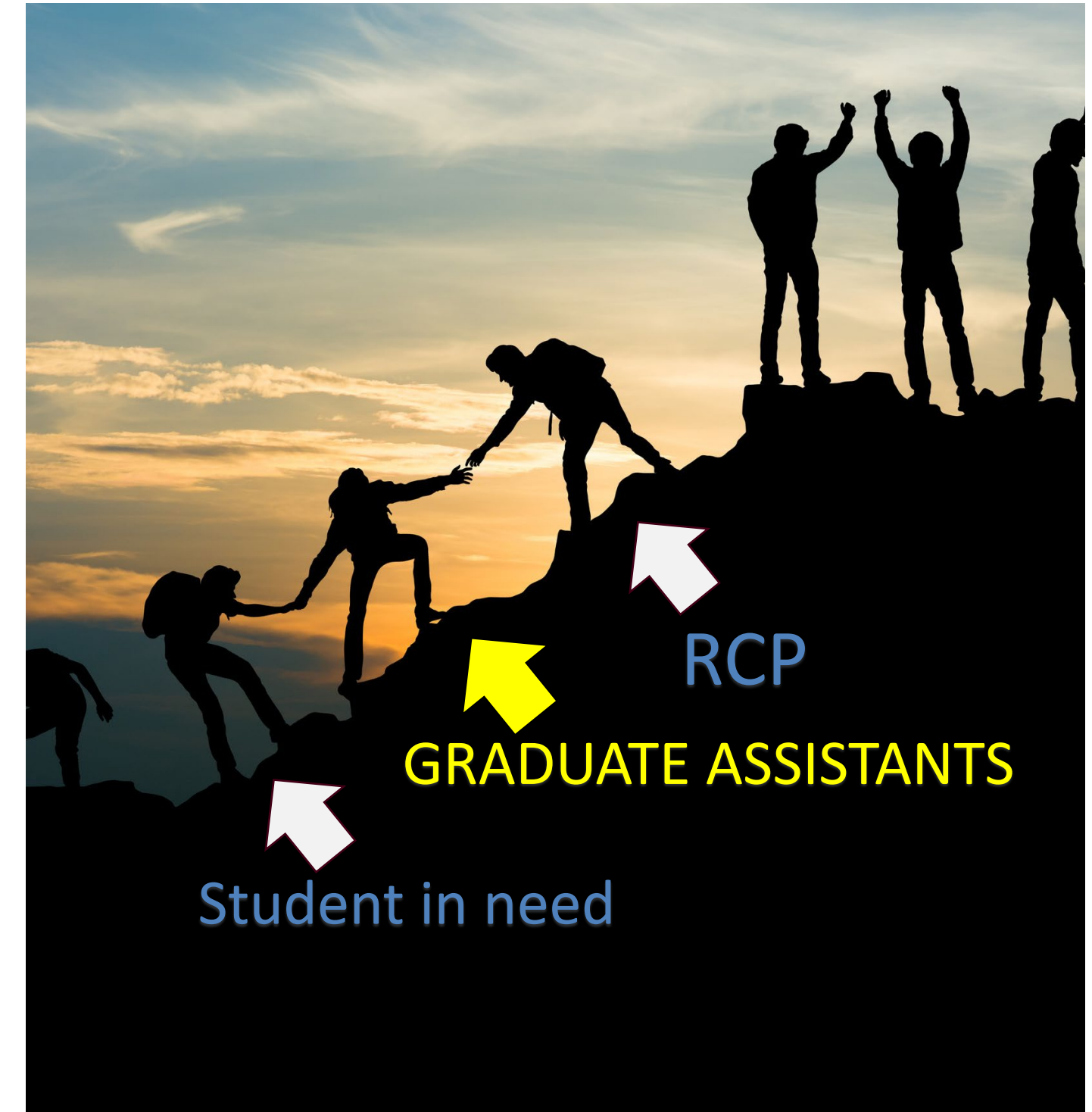
1. Involves a **current minor** (in any way),
2. Was perpetrated **against a student** (at time of incident), or
3. Was perpetrated **by a student or employee** (at time of incident)



REPORTING EXPECTATIONS FOR GRADUATE ASSISTANTS

Because students are generally exempt from reporting obligations, Graduate Assistants (teaching assistants, research assistants, and others) are technically not Responsible Campus Partners.

However, as critical partners in the University's education program and activities, graduate assistants who learn of sexual misconduct incidents **are expected to refer such matters to their faculty or staff supervisor**, who in turn will make the report as required.



WHAT HAPPENS IN RESPONSE TO A REPORT?



✓ OEC Review

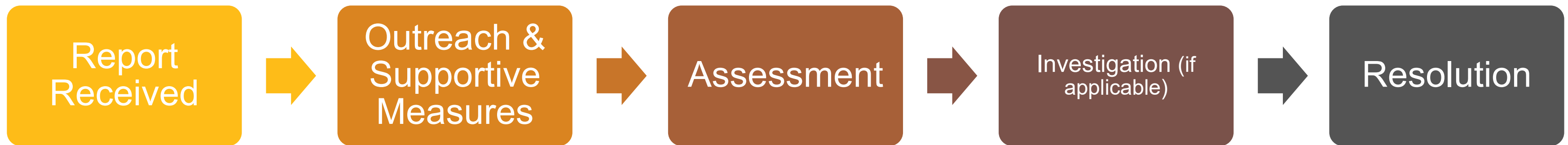
- Outreach to Affected Parties including invitation to meet
- Supportive measures are available
- Information about applicable options (e.g., filing a complaint, reporting to law enforcement, etc.)
- Safety/risk assessment
- Review of readily available evidence
- Review of past disciplinary/evaluation history (i.e., assess for pattern)

? OEC might (in rare circumstances) initiate a Complaint

- Only if compelling safety need (e.g., pattern, predation, threat, violence, weapons, minors)
- Only in close consultation with Affected Party/ies (e.g., safety planning, assessment of participation, etc.)

Brief Process Review

KEY RESOURCE: COMPREHENSIVE POLICY



Note: Reporting ≠ automatic investigation

Key Considerations (not exhaustive): Affected Party's wishes, compliance obligations, threat assessment, safety planning, pattern/history, balancing of rights... etc.

RESPONDING TO DISCLOSURES

BEST PRACTICES FOR GRADUATE ASSISTANTS

Before a Disclosure

LET STUDENTS KNOW YOUR OBLIGATIONS

EXAMPLE SCRIPT

“First, thank you for trusting me, and because I value that trust, I want to be up front and let you know I'm not a *confidential* resource. If I learn about a student experiencing gender-based violence or sexual misconduct, I have a duty to inform my supervisor, who may be required to notify the Office of Equity and Compliance.

This only means that you would receive outreach offering information and optional assistance from either the OEC or the Office of the Dean of Students (they work together on these matters), along with an invitation to meet with an advocate or others who have specific expertise in this area.

If you would prefer to speak a *confidential* resource instead (who would not need to refer anything to the OEC), then I could also help you get connected with an advocate through the Wellness Center instead – it's entirely up to you.

I'm here for you, whatever you decide. How would you like to proceed?”

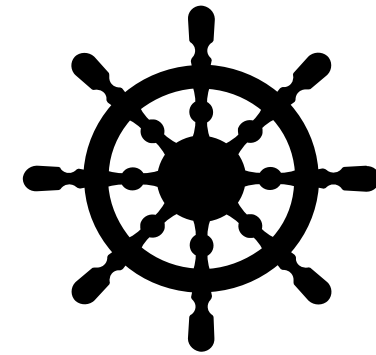
During a Disclosure

DO



- Listen without judgement or prying; embrace silence
- Reflect their language/body language
- Affirm and normalize their feelings/actions
- Offer resources/get help as needed
- Remember your capacity/role

DON'T



- Tell them what they "should" do
- Physically touch them unless asked
- Make guarantees
- Ignore your own limits
- Check in more than they want you to
- Add to/elevate the 'crisis'

DURING A DISCLOSURE

3 Key Phrases

- "I believe you"
- "This is not your fault"
- "You have options"

Research data confirms these phrases make a significant difference in building rapport/trust and relieving fear/anxiety for survivors. Use these as a guide, but also find ways to incorporate them naturally.

AFTER THE DISCLOSURE: SUPPORTING THE STUDENT

- Connect with your supervisor
 - They will submit a referral to OEC within 24 hours (easy online form @ www.luc.edu/equity)
- Encourage the survivor/victim to prioritize their well-being
 - Academics are only one part of holistic wellness
- Affirm there's no “right” way to feel/respond
- Follow their lead – what support are they looking for?

YOU DO NOT NEED TO BE AN EXPERT ON EVERY PART OF THE PROCESS. YOU NEED TO KNOW THE BASICS, PROVIDE SUPPORT, AND KNOW WHERE TO REFER A SURVIVOR.



LET'S PRACTICE!

SCENARIO – PART 1

Jordan is a first-year undergraduate student enrolled in a course where Taylor, a graduate teaching assistant, leads weekly discussion sections and holds office hours. Jordan arrives at office hours visibly upset and asks, "Can I tell you something, but you have to promise not to tell anyone?"

SCENARIO – PART 2

Jordan is a first-year undergraduate student enrolled in a course where Taylor, a graduate teaching assistant, leads weekly discussion sections and holds office hours. Jordan arrives at office hours visibly upset and asks, "Can I tell you something, but you have to promise not to tell anyone?"

"A few weeks ago, I was hanging out with another student I know. Things became more physical than I was comfortable with, and afterward I felt really upset about it. I keep wondering if I should have said something differently or done something differently. My friends keep telling me that what happened wasn't okay, but I'm not sure."

SCENARIO – PART 3

Jordan is a first-year undergraduate student enrolled in a course where Taylor, a graduate teaching assistant, leads weekly discussion sections and holds office hours. Jordan arrives at office hours visibly upset and asks, "Can I tell you something, but you have to promise not to tell anyone?"

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"I haven't told anyone at Loyola because I don't want a big investigation or anything. I mostly just need someone to talk to."



Turn your passion for
equity into action!
Join the RISE Council.

Thank you!



Office for Equity & Compliance (OEC)

Granada Center, 4th Floor

Lake Shore Campus

Equity@luc.edu

LUC.edu/equity



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