Objective: To determine whether the department/unit takes measures to create an environment in which the risk of sexual misconduct is minimized for students.

Risk Level/Potential Impact: Medium to High; Results in violations of institutional policies and procedures as well as federal and/or state laws, negative publicity, litigation, fines and penalties for the institution.

Criteria: Institutional and BOR policies and procedures, US Department of Education regulations; Best Business practices

Frequently Observed Weaknesses/Deficiencies:
- Failure to periodically communicate to student information on sexual misconduct.
- Failure to report allegations of sexual misconduct by students. Every GRU employee is a mandatory reporter and is required by federal regulations to report violations of the Sexual Misconduct policy to a Title IX Coordinator.

Helpful Tools:
- Sexual Misconduct Policy – http://policy.gru.edu/
- Compliance Hotline – http://www.gru.edu/compliance/hotline.php

GRU Contact Office and Information Resource(s): Title IX Coordinator, (706)721-0900; Deputy Title IX Coordinator for Students, (706)737-1411; Deputy Title IX Coordinator for Athletics, (706)737-1626; Deputy Title IX Coordinator for Employees, (706)721-1896; GRU Compliance Hotline (800)576-6623

Best Business Practices:
1. Management should periodically communicate information regarding sexual misconduct to all students involved in the operations of the department/unit.
2. Ensure that students are aware of the process for reporting sexual misconduct/harassment complaints. Students may contact the Title IX Coordinator (Chief Integrity Officer), the Deputy Title IX Coordinator for Students (Assistant Dean of Students), or the Deputy Title IX Coordinator for Athletics, to report issues that fall under the Sexual Misconduct Policy. These include any form of sexual misconduct including sexual harassment, stalking, bullying, and sexual assault.
3. Every employee is required to report any complaint of sexual misconduct to one of the Title IX Coordinators. This includes any reports of misconduct that may have occurred off-campus.
4. Ensure employees understand they are a mandatory reporter, meaning anyone who knows or is told that a student may have been harassed (under federal rules) are required to report the incident.
<table>
<thead>
<tr>
<th><strong>Self-Assessment of Internal Controls for Sexual Misconduct (Students)</strong></th>
<th><strong>Yes</strong></th>
<th><strong>No</strong></th>
<th><strong>N/A</strong></th>
<th><strong>Comments</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Are students familiar with institutional policies and procedures regarding sexual misconduct?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Does the unit periodically communicate information on sexual misconduct to all students?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is GRU’s Compliance Hotline poster located/displayed in high traffic areas within the department/unit?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are all employees aware that they are mandatory reporters, meaning they are required to report any incident of a student being harassed (under federal rules)?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>