What does a Support Coordinator Do?

1. Pre-meeting/ Initial Meeting
   Meeting to discuss the Title IX process, reporting options, rights, responsibilities, and available remedies. This can happen before or after a meeting with a Title IX investigator. Assess your immediate safety & wellness needs such as medical, emotional (counseling), or housing, etc. Formulate a safety plan, and bring in outside resources as appropriate.

2. Facilitate remedies with the Dean of Students Office
   Be the liaison between you and the Dean of Students Office. While you and your Support Coordinator will determine requested remedies, the DOS staff will assist with implementation.

3. Student Follow Up
   You will recieve follow up communication from your Support Coordinator throughout the investigation process (if you choose to proceed), and at several points afterwards. Communication will be conducted through phone or email. Our purpose in contacting you is to determine what on-going/additional support you may need, and how you are doing overall with regard to school, the campus environment, and your wellbeing.

4. Keep basic records. Please note- no identifying information will ever be shared without your consent. Demographic information, along with requested remedies, dates/times of service (for log purposes) Document a record of communications. Anonymous Jane/John Doe incident description for the Clery report. You are welcome to participate in filling out this report with your Coordinator.

What does a Support Coordinator NOT Do?

1. Accompany you to the hospital. (Though we can contact Lubbock Voice of Hope for this service if requested.)
2. Participate in the investigation process in any role other than as a support person. (We will not participate in information gathering, or make a statement at any resulting hearing, for example.)
3. Make a formal report disclosing names and identifying information, unless you specifically request this action.

When requested:

1. We can accompany you to any Title IX related meetings. You are also able to have an Advisor accompany you along with, or in place of, your Support Coordinator.
2. We can put you in touch with other resources such as Voice of Hope, Women’s Protective Services, Student Counseling Center, and similar resources.

Support Coordinators are RISE Office staff members that are a resource for students as they go through a Title IX related concern (sexual misconduct, interpersonal violence, stalking, etc.). Support Coordinators serve all genders, sexual orientations, and identities, with the only requirement being that the student is the reporting party. Resources for respondents are available through the Dean of Students Office. Our primary responsibility is to support and empower you in the aftermath of a traumatic event, with our goal being your overall health, safety, and wellness. We will clearly discuss all reporting options and processes with you, though the decision to report will be solely yours. Should you choose not to file a report with the university (either Title IX investigator or TTUPD), an anonymous CSA report will be filed by the staff member through TTUPD, fulfilling the Clery obligation. We are happy to fill this out with you present, so that you can see exactly what information is being reported. This can be done as a Jane/John Doe report if requested.

The Support Coordinator will collaborate with the Student Resolution Center (Title IX Investigators), Office of Student Conduct, the Student Counseling Office, and the Dean of Student Office as appropriate.