

GUIDANCE ON TITLE IX COMPLIANCE

TO: All University Employees
FROM: Kaitlyn Anne Wild, Director of Compliance & Title IX Coordinator
DATE: August 14, 2024 (ver. 1)
SUBJECT: Notifications to Students Experiencing Pregnancy or Related Conditions

MEETING YOUR TITLE IX OBLIGATION TO STUDENTS EXPERIENCING PREGNANCY OR RELATED CONDITIONS

According to the University’s Anti-Sex Discrimination (Title IX) Policy (“Policy 78”), when a student informs an employee of the student’s pregnancy or related condition(s), the employee must provide a specific notification to the student about available University resources and services. The purpose of this document is to help employees meet that notification obligation.

WHAT MUST A NOTIFICATION CONTAIN?

The notification that you, as an employee, must give to a student who has told you they are pregnant or experiencing a related condition should contain the following information:

Governors State University’s Title IX Coordinator is Kaitlyn Wild, and she can be reached via email at TitleIXOfficer@govst.edu; via telephone at 708-534-4846 (campus extension 4846); or on campus in Room G-328. The Title IX Coordinator can coordinate specific actions to prevent sex discrimination and ensure equal access to the University’s education programs and activities for students experiencing pregnancy or related conditions.

To help employees remember what information you need to include, a version of this notification is included in the official template for University course syllabi (handy if you are a faculty member) and on the University’s website at <https://www.govst.edu/titleix-pregnancy/> (handy for any employee).

WHO PROVIDES AND WHO RECEIVES NOTIFICATIONS?

Every University employee is obligated to provide a notification when a student tells the employee that they (the student) are pregnant or experiencing a related condition. If you have been hired or retained by the University to perform duties in exchange for compensation (whether in the form of an hourly wage, annualized salary, or stipend) and receive that compensation as income through the University’s semi-monthly payroll processing, you are an “employee” of the University and must comply with Policy 78.

Every University student is entitled to receive a notification if they tell you that they are pregnant or experiencing a related condition.

For people who are both employees and students of the University, the obligation to provide a notification and the right to receive a notification are both situation-specific. For example, if a student worker tells their supervisor that they are experiencing a related condition while both people are acting as employees of the University, the notification obligation/right would not be triggered. However, if that same student worker told their professor that they are experiencing a related condition during a class the student worker was taking, the notification obligation/right would be triggered. If you are unsure whether you must give a notification to a particular person, go ahead and give one: it contains good information for someone to have!

WHEN MUST A NOTIFICATION BE GIVEN?

You should give a notification “promptly” after the student informs you that they are pregnant or experiencing a related condition.

To be clear: You don’t need to give a notification to a student until that student personally tells you directly that they are pregnant or experiencing a related condition. You are not required to give a notification to a student just because you overheard them tell someone else about their condition or because they “look” pregnant.

WHERE / HOW IS A NOTIFICATION GIVEN?

If a student tells you that they are pregnant or experiencing a related condition while you are talking face-to-face, on the telephone, or meeting virtually, you should give the notification orally before you finish the conversation. It would then be a good idea to document the oral notification in a follow-up email (you could carbon copy the Title IX Coordinator to be extra helpful).

If a student tells you that they are pregnant or experiencing a related condition in an email, you should give the notification in a response email.

WHY ARE NOTIFICATIONS GIVEN?

Governors State University does not discriminate against any student based on their current, potential, or past pregnancy or related condition! By providing a notification to a student, you are helping them connect with the University support services that will ensure their equal access to programs and activities.

ADDITIONAL INFORMATION

For additional information about the University’s prohibition on discrimination on the basis of pregnancy or related conditions and employees’ obligation to provide notifications to students experiencing pregnancy or related conditions, please review Policy 78 (<https://www.govst.edu/TitleIX/>)* and/or contact the Title IX Coordinator (titleixofficer@govst.edu). Thank you for helping Governors State University’s efforts to address and eliminate sex discrimination!

* Or download a PDF of the Policy directly from: <https://www.govst.edu/titleix-policy78-interim/>