**TAP #31 Frequently Asked Questions**

Employees are required to complete the TAP #31 Gender Discrimination and Sexual Misconduct Prevention and Policy Training. *Those required by the University to complete this training every FIVE (5) years are:*

- all full time and part time faculty
- all full time employees, and all part time, permanently funded employees
- teaching assistants and graduate assistants
- and ANY employee with a position of authority over students

**Questions**

1. **I completed Sexual Misconduct Prevention training where I used to work; do I still need to complete Duquesne’s TAP #31 training?**

   **A:** Yes. Reporting procedures vary from institution to institution and so it is important that you review and understand Duquesne’s policy.

2. **I just completed the TAP #31 training this year/last year; do I need to complete again this fall?**

   **A:** Yes. Significant changes to the policy occurred as a result of the U.S. Department of Education’s recent updates to the Title IX regulations.

3. **I am a Teaching Assistant; do I need to complete the TAP #31 training?**

   **A:** Yes. While your primary status at Duquesne is student and academic focused, you are working as a part-time employee and as such need to review and understand this important policy.

4. **I am a Graduate Assistant; do I need to complete the TAP #31 training?**

   **A:** Yes. While your primary status at Duquesne is student and academic focused, you are working as a part-time employee and as such need to review and understand this important policy.

5. **What is Title IX and how does it impact me as a University employee?**

   **A:** Title IX is a federal law that prohibits sex discrimination in educational programs and activities. It impacts all employees, as it pertains to the treatment of students and employees. Understanding Title IX is crucial for ensuring a safe and inclusive environment for everyone on campus.
Q5 I have work study student employees; do they need to complete the TAP #31 training?
A: No, but they should complete the Student Life Sexual Violence Awareness course.

Q6 I am a Graduate/Teaching Assistant and I completed the Student Life Sexual Violence Awareness course; do I need to complete the TAP #31 training?
A: Yes. While your primary status at Duquesne is student and academic focused, you are working as a part-time employee and as such need to review and understand this important policy.

Q7 I am a part-time seasonal employee; do I need to complete the TAP #31 training?
A: No. While participation is not required for this group of employees, it is recommended and strongly encouraged.

Q8 I am part-time adjunct; do I need to complete the TAP #31 training?
A: Yes. Training is required for all part-time faculty within 30 days of employment.

Q9 I am a part-time, permanently funded employee; do I need to complete the TAP #31 training?
A: Yes. Training is required for all part-time permanently funded employees within 30 days of employment.

Q10 What is Title IX and how does it impact me as a University employee?
A: On April 4, 2011, the U.S. Department of Education Office of Civil Rights (OCR) released a Dear Colleague Letter providing guidance and reminding colleges and universities that accept federal funds of their responsibilities under Title IX of the Education Amendments of 1972 to address sexual harassment and assault. The Dear Colleague Letter (DCL) is based on the OCR interpretation of the 2001 Revised Sexual Harassment Guidance and provides institutions with practical examples of how postsecondary institutions should comply with Title IX by proactive education and by taking action to end harassment, prevent recurrence and remedy the effects.