

## Response Summary:

William James College is committed to fostering a safe, respectful, and inclusive learning and working environment for all. The College considers acts of discrimination, harassment, and retaliation (including sexual misconduct) unacceptable and antithetical to its commitment to an inclusive community.

This secure form should be used to report information to the William James College Title IX Coordinator, related to an alleged violation of the Equal Opportunity, Harassment and Non-discrimination Policy for All Faculty, Students, Employees, and Third Parties by a member of the William James College community or a visitor to William James College.

Incident reports are monitored during regular college business hours (Monday-Friday from 8:30 AM to 4:30 PM). **If you are experiencing an emergency, desire immediate assistance, or if there is imminent risk to your well-being or that of another person, please call 911 or contact the Newton Police at 617-796-2100.**

*Q: Who can use this reporting form?*

A: Anyone.

*Q: What happens when I submit this report?*

A: The College will address all reports of discrimination, bias, harassment and retaliation as well as reports of sexual harassment, sexual assault, dating violence, domestic violence, stalking, and other types of sexual misconduct in a manner that is prompt, fair and equitable with the information that is shared. The Title IX Coordinator will assess the harm to both individuals and the community and will respond in light of available information and any requests for confidentiality.

*Q: Will the Title IX Coordinator contact me?*

A: If you provide your name and your contact information, yes. We will want to acknowledge and follow-up on your report, check-in with you to learn what resources and support you might want or need, and make sure that you have been provided important information about options and next steps.

*Q: What does NOT happen when I submit this report?*

A: This form does not initiate the adjudication process. This form provides you with an opportunity to provide the Title IX Coordinator with information related to discrimination, harassment and retaliation including sexual harassment, sexual assault, dating violence, domestic violence, stalking, and other sexual misconduct. If you are a person who believes you have experienced this misconduct, you may, if you choose, file a complaint to initiate the process.

*Q: I am not sure if I should file this report. Can I talk to someone about my questions without providing details about the information I'm considering reporting?*

A: Absolutely. William James College has confidential employees who you can speak with without the fear of submitting your name or discussing your situation with the Title IX Coordinator. All other members of the faculty and staff are required to report your situation to the Title IX Coordinator(s).

### ***Confidential Employees:***

#### **Sheldon G. Aaron**

Assistant Professor, Counseling and Behavioral Health Department, 314G  
[sheldon\\_aaron@williamjames.edu](mailto:sheldon_aaron@williamjames.edu), 617-327-6777 x2378

#### **Joan Axelrod**

Director of the Academic Resource Center, 450  
[joan\\_axelrod@williamjames.edu](mailto:joan_axelrod@williamjames.edu), 617-327-6777 x1341

#### **Dr. Robyn Bratica**

Associate Professor, School Psychology Department Director, MA/CAGS in School Psychology, 208M  
[robyn\\_bratica@williamjames.edu](mailto:robyn_bratica@williamjames.edu), 617-327-6777 x1019

#### **Dr. Matthew Carper**

Assistant Professor, Clinical Psychology Department, Associate Director, Center for Psychological Science, 208C  
[matthew\\_carper@williamjames.edu](mailto:matthew_carper@williamjames.edu), 617-327-6777 x1074

#### **Ellen Collins**

Associate Director of Payroll and Benefits, 544  
[ellen\\_collins@williamjames.edu](mailto:ellen_collins@williamjames.edu), 617-327-6777 x1531

#### **Amanda Omalek**

Department Coordinator, Organizational and Leadership Psychology Department, 215G  
[amanda\\_omalek@williamjames.edu](mailto:amanda_omalek@williamjames.edu), 617-327-6777 x2301

**Dr. Marta Pagan-Ortiz**

Assistant Professor, Clinical Psychology Department, 208N  
[marta\\_paganortiz@williamjames.edu](mailto:marta_paganortiz@williamjames.edu), 617-327-6777 x1076

**Dr. Susan Powell**

Professor, Counseling and Behavioral Health Department, 314A  
[susan\\_powell@williamjames.edu](mailto:susan_powell@williamjames.edu), 617-327-6777 x1229

You may also speak with the Title IX Coordinator. Speaking with them **is not** confidential:

**Sandy Tente**

Title IX Coordinator  
Director of Talent, Training and Culture  
1 Wells Ave  
Room 525  
Newton, MA 02459  
(617) 327-6777, extension 1182  
[sandy\\_tente@williamjames.edu](mailto:sandy_tente@williamjames.edu)

*Q: Are there any supportive measures to assist me with this incident?*

A: The College wants to support persons affected by discrimination, bias, harassment, retaliation including sexual harassment, sexual assault, dating violence, domestic violence, stalking, retaliation and other sexual misconduct. Support and on and off-campus resources are available in many forms and available regardless of whether you choose to submit a report, and/or move forward. If you are a WJC community member, please consider contacting [Sandy Tente](#).

You may find more information about support and resources [here](#).

*Q: Do I have to provide my name?*

A: No. You can elect to report anonymously. Please note that anonymous reports may limit the College's options for response. Your privacy is very important to us. We will make every effort to respect your privacy. Please be aware, however, in certain circumstances involving safety or criminal action, we may not be able to guarantee complete anonymity. Regardless of the situation, matters are always handled discretely and in conformity with the College privacy policies, and, if you are a student, information about individuals with a legitimate need to know. The College has strong retaliation policies that protect individuals who report incidents or participate in an investigation.

Filing this complaint form digitally fulfills the regulatory requirement of a signed complaint. This form may be completed by any member of the William James College (WJC) community who has experienced or otherwise become aware of an incident that may constitute a violation of the Equal Opportunity, Harassment, and Non-Discrimination Policy for all Faculty, Students, Employees, and Third Parties. Please complete this form to the best of your ability.

**Q3. Today's Date:**

03/13/2025

**Q28. Would you like to remain anonymous as the reporter of this incident?**

- No, I am ok to share my identity with the Title IX coordinator

**Q4. Reporter's Name (Your First and Last name):**

William James

**Q6. Your Phone Number:**

800 456 7890

**Q7. Your Email Address:**

[williamjames@williamjames.edu](mailto:williamjames@williamjames.edu)

**Q10. Your preferred method of contact:**

- Email

**Q9. Your College Role:**

- Graduate Student

**Q8. Date of Incident:**

03/01/2025

**Q11. Time of Incident (AM or PM):**

10am

**Q12. Incident Location:**

- Campus Building

**Q13. Type of Incident:**

- Discrimination

**Q16. Name of Person impacted by this incident.**

**First Name:**

William

**Q29. Last Name:**

James

**Q18. Impacted Person's College Role:**

- Student

**Q19. Impacted Person's Phone Number:**

800 987 6543

**Q21. Impacted Person's Email:**

williamjames@williamjames.edu

**Q22. Name of Alleged Perpetrator (first and last name please, if possible):**

Mary Smith

**Q28. Perpetrator's College Role:**

- Graduate Student

**Q31. Perpetrator's Phone Number:**

800 567 8907

**Q32. Perpetrator's Email:**

marysmith@williamjames.edu

**Q30. Please provide a detailed description of the incident/concern using specific concise, objective language that is written in the third person. (Who, what, where, when, why, and how).**

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Supporting Documentation

Photos, video, email, and other supporting documents may be attached below. 5GB maximum total size. These are not required, but can be helpful if you have them.

**Q29. Attachments require time to upload, so please be patient after submitting this form. Choose Files below.**

N/A

**Q40. Signature:**

[\[Click here\]](#)

**Q41. Today's Date:**  
03/13/2025

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**Embedded Data:**  
N/A