Dear New Employee,

The Office of Equity & Inclusion would like to take this opportunity to welcome you to the University of Delaware! You are receiving this email because, as a new employee at UD, you have been assigned an on-line module pertaining to sexual misconduct information at UD. This module will not only provide you with information about university policy, state and federal laws, but will address critical life skills such as handling a student disclosure, assisting a colleague in these matters, bystander intervention techniques and much more. As part of our comprehensive prevention program for current and new employees, the university expects you to complete this module titled Haven for Faculty and Staff within 30 days of this initial notification. This online education will empower you to make well-informed decisions about issues that affect our institution now and in the future.

If you have questions or concerns about this module, please email our office at Haven- Employee@udel.edu or contact Alice Moore at 302.831.8063. We understand that the topics covered in this module may include triggers for some employees and we encourage you to call in advance of taking the course, or to use the resources that are included in the program should you experience discomfort during the course.

Your log in directions are included below and you will also need to know the following:

- You will need internet access and audio capabilities.
- To avoid technical issues, please use any major web browser (e.g. Firefox, Internet Explorer, Google Chrome) released within the previous two years.
- You may take the module in multiple sittings.
- The module may include surveys to help personalize your experience and measure participants’ attitudes and behaviors. All survey responses are confidential; the school will only receive information about the participant group as a whole and will never see individual answers.
- Should you experience problems, technical support is available 24/7 and can be accessed from the “Help” link within the module or contact 866-384-9062.

Please be advised that if you do not successfully complete this module as directed, your supervisor will be notified and disciplinary actions may occur.

The university is committed to the health, well-being and safety of our entire campus community. We appreciate your compliance in this matter and again, welcome to the University of Delaware!

Sincerely,

Susan L. Groff, Ed. D.
Director, Institutional Equity /Title IX coordinator