

DSU Policy 150 Addenda A - Statement of Acknowledgement Waiver

As an employee of Dixie State University, you are required to comply with all DSU policies and procedures. Two specific policies require unique acknowledgement as a DSU employee: Policy 150 (Minors and Vulnerable Adults on Campus) and Policy 302 (Professional Boundaries in Relationships). Below is required information about these policies:

Policy 150:

I will commit to strictly following the rules and guidelines in this Statement of Acknowledgement as a condition of my providing services to the minors (children and youth) and vulnerable adults participating in Dixie State University ("University") programs.

I will:

- Treat everyone with respect, patience, integrity, courtesy, dignity, and consideration.
- Never be alone with minors at university activities without another authorized adult (as defined in DSU Policy 150*) present, unless in a very limited or official capacity, in open public areas and/or designated areas.
- Use positive reinforcement rather than criticism or comparison when working with children and/or youth.
- Maintain appropriate physical boundaries at all times and touch children only when necessary and in ways that are appropriate, public, and non-sexual.
- Comply with the mandatory reporting regulations found in DSU Policy 150, including reporting any suspected abuse of a minor or vulnerable adult. I understand that failure to report suspected abuse to the University's Public Safety Office or state authorities is against the Utah Mandatory Reporting Requirements Regarding Children (see Utah Division of Child and Family Services).
- Cooperate fully in any investigation of abuse of a minor or vulnerable adult.

I will not:

- Have one-on-one contact with minors or vulnerable adults.
- Allow any inappropriate touching, including between minors or vulnerable adults.
- Have any direct electronic contact with minors without another authorized adult being included in the communication, except as noted in section 6.3.1 of DSU Policy 150.
- Engage in abusive conduct of any kind toward, or in the presence of, a minor or vulnerable adult.
- Strike, hit, administer corporal punishment to, or touch in an inappropriate or illegal manner any minor or vulnerable adult.
- Pick up or drop off minors at their homes, other than the driver's child(ren), except as specifically authorized in writing by the minor's parent or legal guardian and in the company of another authorized adult, as defined in DSU Policy 150*.
- Engage in abusive conduct or sexually provocative games, including hazing or any activity involving harassment, abuse or humiliation.
- Swear or use other inappropriate language, use or respond to sexual innuendo, or make sexually suggestive comments.
- Use or provide alcohol or illegal drugs to any minor or vulnerable adult.
- Use or provide prescription drugs or any medication to any minor or vulnerable adult unless specifically authorized in writing by the parent or legal guardian.
- Make sexual material in any form, including printed and electronic, available to minors participating in programs or activities, or assist a minor in any way in gaining access to such materials.
- Shower, bathe, or undress with, or in the presence of, minors or vulnerable adults.

I understand that if I work with and/or provide services to minors or vulnerable adults in a Dixie State University sponsored program, I am subject to a criminal history background check. I understand that any action inconsistent with this policy or failure to take action mandated by DSU Policy 150 may result in disciplinary action up to and including removal from the University and/or as covered by law. My signature confirms that I have read this Statement of Acknowledgement and that as a person working with minors or vulnerable adults I agree to follow these standards and other related policies of the University.

Employee Signature

Employee Printed Name

Dixie ID Number

Date

**Authorized adult is defined as individuals, 18 years of age or older, paid or unpaid, who interact with, supervise, chaperone, or otherwise oversee minors or vulnerable adults in university-sponsored or co-sponsored programs/activities or on-campus activities sponsored by outside organizations. Includes faculty, staff, volunteers, students, interns, contractors, or on-campus vendors.*

DSU Policy 302 Addenda C – Policy Compliance & Acknowledgement

As an employee of Dixie State University, you are required to comply with all DSU policies and procedures. Two specific policies require unique acknowledgement as a DSU employee: Policy 150 (Minors and Vulnerable Adults on Campus) and Policy 302 (Professional Boundaries in Relationships). Below is required information about these policies:

Policy 302:

Subject to limited exceptions, no employee or university representative* may engage in any romantic relationship with an employee within their direct chain of supervision. This may include those subordinates of a secondary, tertiary, or further level. No supervisor shall initiate or participate in institutional decisions involving a direct employee benefit or penalty to a person with whom that individual currently has, or previously had within the last five (5) years, a romantic relationship.

- A supervisor should, but is not required to, disclose a prior/concluded romantic relationship.
- For pre-existing romantic relationships, the supervisor must disclose the relationship to their direct supervisor.
- After disclosing a romantic relationship, a supervisor will be required to abide by the terms of a written plan to address such romantic relationship, if such a plan can be reasonably approved by Human Resources and General Counsel.

No employee or university representative that occupies a position of a special trust employee* to that undergraduate or graduate student may engage in any sexual conduct with that student or engage in sharing of any sexually explicit or lewd communication, image, or photograph.

Subject to limited exceptions, no employee or university representative may engage in a romantic relationship with any DSU undergraduate student:

- Who is enrolled in courses or majoring in a subject within the employee or university representative's academic college or school (includes both those who teach in such college or school as well as administrators and support staff).
- For whom the employee serves as an Academic Advisor, Resident Advisor, Resident Manager, or Mentor.
- Who is a student-athlete when that employee or university representative works or volunteers in the Athletic Office.
- If that employee is at the Assistant Director level or above as reflected in the employee's job description.
- If that employee or university representative works within the DSU Office of General Counsel or DSU Public Safety.

No employee shall initiate or participate in institutional decisions involving a direct benefit or penalty to a student with whom that individual currently has, or previously had within the last five (5) years, a romantic relationship.

Student Employees and Work-Study Employees (see Policy 310 for definitions) shall not be subject to the prohibition on romantic relationships with other students. However, student employees in positions such as Resident Advisors, Resident Managers, or Teaching Assistants may not engage in a romantic relationship with any DSU student for whom they occupy an official university position of authority.

For pre-existing relationships between an employee or university representative and a DSU student:

- The employee or university representative must immediately disclose the relationship to their direct supervisor.
- Prior/concluded romantic relationships should, but are not required, to be disclosed.
- After disclosing a romantic relationship with a DSU student, an employee or university representative will be required to abide by the terms of a written plan to address such romantic relationship, if such a plan can be reasonably approved by the Executive Director of Human Resources, in consultation with the General Counsel.

I understand the above regarding romantic relationships with employees in my chain of command or DSU students. I understand that any action inconsistent with this policy or failure to take action mandated by DSU Policy 302 will be subjected to action pursuant to DSU Policy 372: Corrective & Disciplinary Action, up to and including termination. My signature confirms that I have read the above policy information and that as a person working with other employees and interacting with DSU students, I agree to follow these standards and other related policies of the University.

Employee Signature

Employee Printed Name

Dixie ID Number

Date

**Employee is defined as an individual employed by DSU including all faculty and staff with their associated classifications. University Representatives are an individual that is officially recognized by and acts on behalf of the university, but is not classified as an employee (official campus volunteers, independent contractors, etc.). Special Trust employees are the above in a position of authority, which enables the individual to exercise undue influence over a subordinate student (faculty members, advisors, coaches, counselors, etc.)*