

1 Incident Report**20 25 -20 26 Academic Year, Spring Semester**

Responsible Employee Reporting²	Total
a. Number of employees who knowingly made false reports	0
i. Number of employees terminated	0
b. Number of employees who knowingly failed to report	0
i. Number of employees terminated	0
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Formal Complaints³	
a. Total number of formal complaints received	0
b. Number of formal complaints resulting in the finding of responsibility	0
c. Number of formal complaints resulting in discipline or corrective action ⁴	0
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Retaliation⁵	
a. Number of reports received	0
b. Number of Formal Complaints received	0
c. Number of investigations	0
d. Findings	
i. Retaliation occurred	0
ii. Retaliation did not occur	0

¹ **Instructions for Incident Report Form:** Identify the name of the institution or system submitting the report to include the information required in [RS 17:3399.13.1](#).

² Although not mandated by law, the Board of Regents requests statistics on Responsible Employees who knowingly fail to comply with [mandated reporting requirements](#), for data collection purposes.

³ Although not mandated by law, this section should include the total number of **all formal complaints** received by the Title IX Office, including those related to power-based violence, Title IX violations, and [retaliation](#), for data collection purposes.

⁴ Details regarding the type of discipline and/or corrective action taken, including the final disposition (if any), are provided in the corresponding incident report **within the accompanying Excel sheet**.

⁵ This section should provide information on **retaliation** – the number of reports received, the number of formal complaints received, the number of investigations conducted, and the findings of those investigations.