



Campus Sexual Misconduct Data Reporting Manual for Institutional Reports

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Sexual Assault Data Report Contacts

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About the Minnesota Office of Higher Education

The Minnesota Office of Higher Education is a cabinet level state agency providing students with financial aid programs and information to help them gain access to postsecondary education. The agency also serves as the state's clearinghouse for data, research and analysis on postsecondary enrollment, financial aid, finance and trends.

The Minnesota State Grant Program is the largest financial aid program administered by the Office of Higher Education, awarding more than \$224 million in need-based grants to Minnesota residents attending accredited institutions in Minnesota. The agency oversees tuition reciprocity programs, a student loan program, Minnesota's 529 College Savings Plan, censing and early college awareness programs for youth.

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About This Manual

This manual contains specifications for reporting data to the Minnesota Office of Higher Education for the state's campus sexual assault database, maintained by the Office of Higher Education Research and Policy division. Established by the 2015 legislature, this database contains information on the number of sexual assaults reported by institutions and administrative responses to those incidents

Manual Use

This manual is a companion to assist an institution's designee to accurately submit sexual misconduct data to the Minnesota Office of Higher Education. This manual has been designed so that revisions, updates or new information can be inserted as necessary. A copy of this manual should be kept at your institution by the main contact person for submitting sexual misconduct data to the Office of Higher Education, usually the Title IX Coordinator or staff responsible for Federal Clery reporting. An updated electronic version of this manual can be retrieved from <https://ohe.mn.gov/reports/campus-sexual-assault-data>. Please refer to the most updated manual when completing annual reporting requirements.

Authorizing Legislation

[Minn. Stat. § 135A.15, Subd. 6](#)¹ as amended requires postsecondary institutions to annually report statistics on sexual misconduct to the Office of Higher Education. The 2024 state legislature amended Minn. Stat. §135A.15 Subd. 6 to include each offense listed in Subd. 1 reported in an incident of sexual misconduct. The Office of Higher Education is responsible for calculating state totals and republishing institutional reports in a manner consistent with state and federal laws on student and data privacy

Institutions Required to Submit Data

Postsecondary institutions are required to submit sexual assault data if they are:

- Institutions governed by the Board of Trustees of the Minnesota State Colleges and Universities
- Private institutions that offer in-person courses on a campus located in Minnesota;
- Eligible institutions as defined in [Minn. Stat. § 136A.103](#)²; that are participating in the federal program under Title IV of the Higher Education Act of 1965, Public Law 89-329, as amended.
- Institutions governed by the Board of Regents of the University of Minnesota system are requested to comply Subdivision 6.

Data Privacy

The Office of Higher Education adheres to current federal and state data privacy laws to protect the privacy of individual students. Reports and data required by Minn. Stat. § 135A.15, Subd. 6 will be prepared and published as summary data, as defined in [Minn. Stat. § 13.02, Subd. 19](#)³, and will be consistent with federal and state laws governing access to educational data and student privacy. [Minn. Stat. § 13.322](#)⁴ (privacy of sexual assault data) was amended by the 2015 legislation on campus sexual misconduct.

Office of Higher Education Required Public Report

The Office of Higher Education calculates statewide numbers for each of the data items reported by institutions. The statewide numbers include data from postsecondary institutions that could not be published due to federal laws governing access to student records. Data that were suppressed to protect student privacy will be included in the statewide totals.

¹ <https://www.revisor.mn.gov/statutes/cite/135A.15>

² <https://www.revisor.mn.gov/statutes/cite/136A.103>

³ <https://www.revisor.mn.gov/statutes/cite/13.02#stat.13.02.19>

⁴ <https://www.revisor.mn.gov/statutes/cite/13.322>

The Office of Higher Education is required to publish on its website:

- Data submitted by each postsecondary institution, except when doing so would compromise student privacy according to federal laws governing access to student records; and,
- Calculated statewide data totals from institutions' reports, including data that was suppressed due to student data privacy.

Reports and data required by Minn. Stat. § 135A.15, Subd. 6 must be prepared and published as summary data, as defined in Minn. Stat. § 13.02, Subd. 19, and must be consistent with applicable laws governing access to educational data. When the Office of Higher Education does not publish data because of applicable law, the publication must explain why data are not included. The Office of Higher Education policy for complying with federal and state laws governing access to student records is to suppress student data (other than directory information) in cells for which there are fewer than 10 students. Institutions are also responsible for publishing on their own website each of the data elements submitted to the Office of Higher Education. Institutions may choose to suppress data in cells for which there are fewer than 10 students or follow their own institutional policy for data suppression under federal and state laws governing access to student records. Institutions will be notified when the Office of Higher Education's annual report is published, so that institutional websites can be updated accordingly.

Disclaimer

The categories of incidents and institutional responses required by this data collection are informed by Minn. Stat. § 135A.15. The categories and descriptions provided herein should not be interpreted as implying that the described institutional actions are allowable under federal law. Institutional response to reports of sexual misconduct should be guided by state statute and the federal Violence Against Women Act and Title IX.

Survey Tool

As of 2024 report cycle, the Office of Higher Education will use Qualtrics as the survey tool to collect institutional data. A survey link will be sent to each institutional contact to upload the institution's data. There are no longer unique links specific to each institution. The Office of Higher Education requires use of this data submission method, as this interface supports encryption security and ensures privacy and safety.

Reporting Schedule

The data collection schedule is set by Minn. Stat. § 135A.15, Subd. 6(c). Institutions' reports must be submitted to the Office of Higher Education **by October 1 of each year**. Each report must contain the required sexual misconduct data from the **previous calendar year**, January 1 to December 31⁵.

⁵ Note due to amendments to §135A.15 Subd. 6 from the 2024 legislative session institutions must submit two sets of data to be compliant with statute. The first data set includes only sexual assault data under §135.15 Subd 1 from January 1, 2025 – July 31, 2025; the second set of data includes survey data under §135A.15 Subd. 1a as amended from August 1, 2025 – December 31, 2025.

A **report of an incident** must have occurred between these dates, not the incident itself. Additionally, although the report of an incident must have occurred within the 2025 calendar year, the institutional responses and processes detailed by the categories do not have to be concluded during that timeframe. Institutional responses can include those actions taken until September 2026, which is the beginning of the new data submission window.

Timeline for Survey and Report

Wednesday August 5, 2026 – Tentative date the Sexual Misconduct Survey opens to institutions.

Thursday October 1, 2026 - Survey submission date to Office of Higher Education, per state statute.

Monday February 1, 2027 - Office of Higher Education anticipates release of the statewide report to the Legislature.

Two Types of Reporting Requirements for 2025 Data

Note: The 2026 report information of the 2025 calendar year data will be split into two sections of the survey. This is necessary to accurately collect sexual misconduct data under Subd. 6 before and after the 2024 amendments of section 135A.15.

What this means: Incidents reported to the institution between January 1, 2025, and July 31, 2025, will include sexual assault data only as defined in subdivision 1a before the 2024 amendment to 135A.15. Incidents reported to the institution between August 1, 2025, and December 31, 2025, will include each incident reported to the institution and include each offense listed under the definition of sexual misconduct in subdivision 1a, as amended.

Instructions for Submitting Data from January 1, 2025 – July 31, 2025

Definitions for Data January 1, 2025, through July 31, 2025

The definition of sexual assault for the purpose of this report follows the previous definition amended by the [2020 legislature](#)⁶:

Sexual Assault

- (a) For the purposes of this section, the following terms have the meanings given.
- (b) "Incident" means one report of sexual assault to a postsecondary institution, regardless of the number of complainants included in the report, the number of respondents included in the report, and whether or not

⁶ <https://www.revisor.mn.gov/laws/2020/0/109/#laws.1.2.0>

the identity of any party is known by the reporting postsecondary institution. Incident encompasses all nonconsensual events included within one report if multiple events have been identified.

- (c) "Sexual assault" means rape, sex offenses - fondling, sex offenses - incest, or sex offenses - statutory rape as defined in [Code of Federal Regulations, title 34, part 668, subpart D, appendix A](https://www.ecfr.gov/current/title-34/subtitle-B/chapter-VI/part-668/subpart-D) (<https://www.ecfr.gov/current/title-34/subtitle-B/chapter-VI/part-668/subpart-D>), as amended." Following are the definitions of the terms delineated in 1c:

"Rape" – The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim

Sex Offenses

Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- A. Fondling – The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- B. Incest – Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- C. Statutory Rape – Sexual intercourse with a person who is under the statutory age of consent."²

Please note that incest is now included in the definition of sexual assault for purposes of institutions' data submission to the Office of Higher Education. Only incidents of sexual assault according to the above definitions of rape and sex offenses should be included in institutions' data submission to the Office of Higher Education.

Manual Definitions

Reporting Party – means the party in a disciplinary proceeding who has reported being subjected to conduct or communication that could constitute sexual misconduct as defined in Minn. Stat. §135A.15 Subd. 1a..

Responding Party – means the party in a disciplinary proceeding who has been reported to be the perpetrator of conduct or communication that could constitute sexual misconduct. as defined in Minn. Stat. §135A.15 Subd. 1a.

Victim – The person who alleged to have been subjected to sexual assault as defined in Minn. Stat. §135A.15 Subd. 1a.

Scope of Incidents

The report must include, but not be limited to, the number of incidents of sexual assault reported to the institution in the previous calendar year in which:

- Either the reporting party or responding party was a member of the campus community (employee or student) at the time of the incident; and/or,
- The incident occurred on the institution's campus (or on property owned/rented by the institution); or,
- The incident occurred at an institutionally sponsored event.

For example, an incident reported to the institution which occurs off campus at an institutionally sponsored event between one or more campus community members (employee or student) must be counted as a reportable incident.

Required Sexual Assault Data Questions to Submit January 1, 2025 – July 31, 2025

Institutions must submit data to the Office of Higher Education for the 12 data categories outlined below. Note that **each category is based on the number of incidents**.

If a single incident involves more than one respondent, the incident may be reported in more than one category, if the respondents have different outcomes in the institution's disciplinary process. For example, an incident with two respondents could be counted as "1" in Categories #1, #2, #3 and—because the two respondents may be at different places in the disciplinary process—that incident could also be counted as "1" in #5 and #6.

Required sexual assault data elements:

1. What is the total number of incidents of sexual assault reported to the institution during the prior calendar year, within the scope of incidents as defined on page 6.

- Noting the added definition of "Incident" to [2020 Session Law](https://www.revisor.mn.gov/laws/2020/0/109/laws.1.2.0#laws.1.2.0) (<https://www.revisor.mn.gov/laws/2020/0/109/laws.1.2.0#laws.1.2.0>) incident means: "one report of sexual assault to a postsecondary institution, regardless of the number of complainants included in the report, the number of respondents included in the report, and whether or not the identity of any party is known by the reporting postsecondary institution. Incident encompasses all nonconsensual events included within one report if multiple events have been identified."
- Include incidents that were reported as sexual assault but were later found not to be sexual assault, or where the report was unfounded.
- Include incidents reported by the complainant as well as incidents reported by other named parties.
- Include incidents of sexual assault reported but were dismissed under Title IX, routed to another disciplinary process (i.e. incident occurred off campus, the incident occurred in an Education Abroad experience).
- Exclude anonymous reports and aggregate deidentified data provided to the institution from confidential resources.

2. What is the number of sexual assaults reported that were investigated (located in question 1) by the institution to determine whether an incident may rise to a policy violation.

- "Investigated" can mean a formal investigation, an informal investigation, and/or an institutional inquiry.
 - *Formal investigation* is when the institution appoints a designee to conduct a fair, impartial and unbiased fact-finding of an alleged incident. This could be part of the institution's Title IX or other code of conduct proceedings.
 - *Informal investigation* is defined as a gathering of information when a complainant seeks an informal campus resolution or alternative resolution with the respondent, through Title IX or another disciplinary process.

- *Institutional inquiry* is when an institution assessed whether the alleged misconduct had reasonable cause to warrant an investigation, and/or if there is a pattern of behavior by an individual or group that may violate the institution's policy; or if there is a safety risk to the institution's community that would influence whether the Title IX Coordinator must sign a formal complaint.
- Incidents may be reported to the institution but not investigated (as defined above) because:
 - The complainant sought supportive measures only.
 - The complainant chose not to proceed with the investigation, and the institution determined there was no overriding concern about campus safety.
 - An incident occurred but the allegation was not of sexual assault.
 - The respondent was no longer enrolled or employed at the time of the report (but the actual incident occurred at an earlier time).
 - The respondent was not a member of the campus community; or,
 - A respondent was not identified in the report.

3. What is the number of incidents in question 2 that were referred to a disciplinary process at the institution?

- i.e. the number of incidents that moved beyond an informal investigation or institutional inquiry.
- A "disciplinary process" includes any process by the institution following a fact-finding investigation by a trained investigator, and a decision-maker renders a decision about an allegation of sexual misconduct. This is in accordance with the institution's own code of conduct or similar internal policy or rules.
- A report was dismissed under Title IX and referred to another disciplinary proceeding.
- An incident that moved into a disciplinary proceeding but was resolved by alternative resolution or **informal** resolution before a decision was made.

4. What is number of total incidents of sexual assault (question 1) in which the victim chose to report to local or state law enforcement, to the extent that the institution is aware.

- Include incident reports made to any local, federal, tribal, or state law enforcement agency, not just those within Minnesota.

5. What is the number of incidents for which a campus disciplinary process is pending but has not reached a final resolution as of September 2026.

- i.e. the incident was reported to the institution by December 31, 2025, but the case was still pending as of September 1, 2026.
- "Pending" cases include those where:
 - The case is still under investigation.
 - The case has moved into an alternate or informal resolution process from a campus disciplinary process with a resolution pending.
 - The case is still under adjudication.
 - A final determination has not been made.
 - Case hearings have not yet reached their conclusion.
 - The case is under appeal; or,

- The appeal period has not yet expired.

6. What is the number of incidents in which the respondent(s) was/were found responsible for sexual assault, through the disciplinary process at the institution.

- Include only final (and not initial) determinations of responsibility. This would be after the appeal window closed.

7. What is the number of incidents that resulted in any action by the institution greater than a warning being issued to the responding party. *This includes any actions, whether through informal resolution or a formal finding of responsibility.*

- A warning is an issuance of an oral or written reprimand that has no adverse consequence.
- Examples of actions greater than a warning include:
 - Requiring counseling.
 - Requiring education or training.
 - Placing a hold on the students' record/transcript.
 - Issuing or enforcing a no-contact order.
 - Issuing or enforcing a no-trespass order.
 - Issuing or enforcing a partial no-trespass order that significantly limits campus access.
 - Removing a party from campus housing; or,
 - Issuing disciplinary probation, suspension, or expulsion.

8. What is number of investigations that resulted in a disciplinary proceeding (as defined in question 3) at the institution but eventually closed without resolution.

- i.e. a disciplinary proceeding is initiated by the institution but then forced to close prior to a determination being reached, therefore closing without resolution.
- Resolution is defined as a finding based on the facts by decision-maker(s); or an informal resolution agreed upon by both parties and facilitated by the institution.
- This situation could occur when:
 - The complainant withdraws from the institution.
 - The respondent withdraws from the institution (see category #9); or,
 - The complainant initially agrees to participate in an investigation but later chooses not to participate in the remainder of the disciplinary process (see category #10).

9. What is the number of investigations in question 8 that resulted in a disciplinary proceeding at the institution but eventually closed without resolution because the *responding party* withdrew from the institution.

- This number cannot be greater than the number reported in Category #8.

10. What are the number of investigations in question 8 that resulted in a disciplinary proceeding at the institution, but eventually closed without resolution because the *reporting party* chose not to participate in the remainder of the proceeding.

- i.e. a disciplinary proceeding is initiated by the institution but did not reach the decision-making stage, because the complainant declines to participate in the remainder of the disciplinary proceeding.
 - Include situations where the complainant chooses not to participate in the institution's disciplinary proceeding after the disciplinary proceeding has already begun.
 - If the complainant chooses not to participate in the disciplinary proceeding prior to the initiation of the disciplinary proceeding, please include that in Category #11 rather than Category #10.
 - This number cannot be greater than the number reported in Category #8.

11. What is the number of incidents in which the reporting party chose not to participate in the institution's investigation or disciplinary proceeding prior to a disciplinary proceeding beginning?

- Include incidents where the complainant reports the incident but does not want the institution to move forward with an investigation or disciplinary proceeding, such as seeking only supportive measures
- Include incidents reported to the institution by a third party, where the complainant chose not to be involved in the report or investigation.
- What is the number of reports made through the online reporting system established in Minn. Stat. §135A.15, Subd. 5 – excluding reports submitted anonymously?

Instructions for Submitting Data from August 1, 2025, to December 31, 2025

Manual Definitions for Data Submissions from August 1, 2025 to December 31, 2025

Offense – for the purpose of this manual, "offense" means each event of sexual violence, intimate partner violence, domestic violence, sexual assault, sexual harassment, nonconsensual distribution of sexual images, sexual extortion, nonconsensual dissemination of a deepfake depicting intimate parts or sexual acts, sex trafficking, or stalking reported to an institution.

Subdivision. 1a. Definitions

Advisor - a person who is selected by a responding or reporting party to serve as support during a campus investigation and disciplinary process. This person may be an attorney. An advisor serves as support to a party by offering comfort or attending meetings.

Domestic violence - has the meaning given in [section 518B.01, subdivision 2](#)⁷

Incident - one report of sexual misconduct to a postsecondary institution, regardless of the number of complainants included in the report, the number of respondents included in the report, and whether the identity of any party is known by the reporting postsecondary institution. Incident encompasses all nonconsensual events included within one report if multiple events have been identified.

⁷ <https://www.revisor.mn.gov/statutes/cite/518B.01#stat.518B.01.2>

Intimate partner violence - any physical or sexual harm or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior against an individual, that may be classified as a sexual misconduct, dating violence, or domestic violence caused by a current or former spouse of the individual; or a person in a sexual or romantic relationship with the individual.

Nonconsensual dissemination of sexual images - has the meaning given in section [617.261](#)⁸.

Reporting party - the party in a disciplinary proceeding who has reported being subjected to conduct or communication that could constitute sexual misconduct.

Responding party - the party in a disciplinary proceeding who has been reported to be the perpetrator of conduct or communication that could constitute sexual misconduct.

Sexual assault - rape, sex offenses - fondling, sex offenses - incest, or sex offenses - statutory rape as defined in Code of Federal Regulations, title 34, part 668, subpart D, appendix A, as amended.

Sexual extortion - has the meaning given in section [609.3458](#)⁹.

Sex trafficking - has the meaning given in section [609.321, subdivision 7a](#)¹⁰.

Sexual harassment - has the meaning given in section [363A.03, subdivision 43](#)¹¹.

Sexual misconduct - means an incident of sexual violence, intimate partner violence, domestic violence, sexual assault, sexual harassment, nonconsensual distribution of sexual images, sexual extortion, nonconsensual dissemination of a deepfake depicting intimate parts or sexual acts, sex trafficking, or stalking.

Stalking - has the meaning given in section [609.749](#)¹².

Scope of Incidents

The report must include, but not be limited to, the number of incidents of sexual assault reported to the institution in the previous calendar year in which:

- Either the reporting party or responding party was a member of the campus community (employee or student) at the time of the incident; and/or,
- The incident occurred on the institution's campus (or on property owned/rented by the institution); or,
- The incident occurred at an institutionally sponsored event.

Examples of Scope:

⁸ <https://www.revisor.mn.gov/statutes/cite/617.261>

⁹ <https://www.revisor.mn.gov/statutes/cite/609.3458>

¹⁰ <https://www.revisor.mn.gov/statutes/cite/609.321#stat.609.321.7a>

¹¹ <https://www.revisor.mn.gov/statutes/cite/363A.03#stat.363A.03.43>

¹² <https://www.revisor.mn.gov/statutes/cite/609.749>

A student organization sponsored a spring break service trip to Mexico. One day, a few students visited a bar and were drinking throughout the night. A report was submitted via the online report alleging an incident of sexual assault – fondling occurred between two students attending the institution. This report is within the scope of Minn. Statute §135A.15 and must be counted in the report.

A student reported that a former boyfriend who does not attend or work at the institution continues to show up at the student’s off campus apartment, pleading to get back together. The student said now the ex-boyfriend is showing up at her off campus workplace and believes they are leaving unsigned, threatening notes on her car. This report **is not** within the scope of Minn. Statute §135A.15 and should not be counted in the report. However, the institutions is highly encouraged to offer support and resources to the student as needed.

Incident Questions with Offenses

Institutions must submit data to the Office of Higher Education to the 12 data questions outlined below. Each question requires the count of incidents. Questions 1 - 4 must include each offense named in the incident.

If a single incident involves more than one respondent, the incident may be reported in more than one offense if the respondents have different allegations or outcomes in the institution’s disciplinary process.

Be sure the *offenses* reported in questions 1 – 4 for each incident remain the same type of offense throughout the survey.

Required Sexual Misconduct Data Questions

1. a. What is the total number of incidents of sexual misconduct reported to the institution during the prior calendar year, within the scope of incidents as defined on page 9-10 under definitions?

- Include incidents that were reported as sexual misconduct but were later found not to be sexual misconduct, or where the report was unfounded.
- Include incidents reported by the reporting party as well as incidents reported by other named parties.
- Include incidents of sexual misconduct reported but were dismissed under Title IX, routed to another disciplinary process.
- Exclude anonymous reports and aggregate deidentified data provided to the institution from confidential resources.

1. b. What is each offense reported in the incident(s) listed in the definition of sexual misconduct?

- Example - Incident Reporting:
- A reporting party met with the Title IX coordinator at an institution who reported sexual misconduct by ex-boyfriend who is a student at the institution. Reporting party alleged that the responding party (ex-boyfriend) over the course of two weeks threatened her and her family with violence, stalked her, and shared pictures with the responding party’s friends of the reporting party’s intimate body parts without the reporting party’s consent. The institution reported this event as one incident (Question 1a); under this incident an institution would indicate the type of offense to include one (1) offense of intimate partner violence, one (1) offense of stalking and one (1) offense of nonconsensual distribution of sexual images (question 1b).

2. a. What is the total number of incidents from question 1a that were investigated by the institution to determine whether an incident may rise to a policy violation?

- “Investigated” can mean a formal investigation, an informal investigation, and/or an institutional inquiry. All the following listed below should be considered in your count:
 - *Formal investigation* is when the institution appoints a designee to conduct a fair, impartial and unbiased fact-finding of an alleged incident. This could be part of the institution’s Title IX or other code of conduct proceedings.
 - *Informal investigation* is defined as a gathering of information when a reporting party seeks an informal campus resolution or alternative resolution with the responding party, through Title IX or another disciplinary process.
 - *Institutional inquiry* is when an institution assessed whether the alleged misconduct had reasonable cause to warrant an investigation, and/or if there is a pattern of behavior by an individual or group that may violate the institution’s policy; or if there is a safety risk to the institution’s community that would influence whether the Title IX Coordinator must sign a formal complaint.
- Incidents may be reported to the institution but not investigated (as defined above) because:
 - The reporting party sought supportive measures only.
 - The reporting party chose not to proceed with the investigation, and the institution determined there was no overriding concern to campus safety.
 - An incident occurred but the allegation was not sexual misconduct, as defined.
 - The responding party was no longer enrolled or employed at the time of the report (but the actual incident occurred at an earlier time).
 - The responding party was not a member of the campus community; or,
 - A responding party was not identified in the report.

2. b. What is the number of each offense involved in every incident investigated and recorded in question 2a?

Note: the number for every offense may be different from the total number of incidents investigated in question 2a, if more than one offense was investigated.

3. a. What is the number of incidents in question 2a that were referred to a disciplinary process at the institution?

- The number of incidents that moved beyond an informal investigation or institutional inquiry.
- A “disciplinary process” includes any process by the institution following a fact-finding investigation by a trained investigator, and a decision-maker renders a decision about an allegation of sexual misconduct.
- This is in accordance with the institution’s own code of conduct or similar internal policy or rules.
- A report was dismissed under Title IX and referred to another disciplinary proceeding.
- An incident that moved into a disciplinary proceeding but was resolved by alternative resolution or informal resolution before a decision was made.

3. b. What is the number of each offense, listed in question 3a, that was referred to a disciplinary process at the institution? Note: the number entered of each offense may be different than the total number of incidents

referred to a disciplinary process in question 3a if more than one offense was referred to a disciplinary process.

- Example: Referral to a Disciplinary Process
- A reporting party met with the Title IX coordinator at an institution who reported sexual misconduct by ex-boyfriend, who is a student at the institution. Reporting party alleged that the responding party (ex-boyfriend) over the course of two weeks threatened her and her family with violence, stalked her, and shared pictures with the responding party's friends of the reporting party's intimate body parts without the reporting party's consent. The institution proceeded with a formal investigation because the reporting party indicated the desire for a formal grievance process. Upon investigation, the sexual images did not include any identifying information. This institution counted this incident as (1) incident, under offenses counted one (1) domestic violence, and one (1) stalking.

4. a. What is the number of incidents in which the responding party/parties was/were found responsible for sexual misconduct, through the disciplinary process at the institution.

- Include only final determinations of responsibility. This would be after the appeal window closed.
- In incidents with more than one respondent, list each respondent in one incident who was found responsible.

4. b. What is the number of each offense, listed in question 4a, where the respondent(s) was/were found responsible for sexual misconduct through the disciplinary process? *Note: the number entered for each offense may be different than the total number of incidents investigated in question 4a.*

- Example: Finding of Responsibility
- An institution conducted a formal disciplinary grievance process and a finding of responsibility for domestic violence and a finding of not responsible for stalking was issued by the decision-maker. The decision was not appealed. The institution counted this incident as (1) incident with a finding of responsibility, under offenses counted one (1) offense under domestic violence.

Category by Incidents Only

This section requires institutions to submit by only incident, as defined in Subd. 1a, Incident means one report of sexual misconduct to a postsecondary institution, regardless of the number of complainants included in the report, the number of respondents included in the report, and whether the identity of any party is known by the reporting postsecondary institution. Incident encompasses all nonconsensual events included within one report if multiple events have been identified.

1. What is the number of total incidents (from question 1) in which the victim reported to local or state law enforcement, to the extent that the institution is aware?

- Include incident reports made to any local, federal, tribal, or state law enforcement agency.
- Include incidents reported to law enforcement that occurred outside of Minnesota.

2. What is the number of incidents for which a campus disciplinary process is pending but has not reached a final resolution as of September 2026?

- “Pending” cases include those where:
 - The case is still under investigation.
 - The case has moved into an alternate or informal resolution process from a campus disciplinary process with a resolution pending.
 - The case is still under adjudication.
 - A final determination has not been made.
 - Case hearings have not yet reached their conclusion.
 - The case is under appeal.
 - The appeal period has not yet expired.
 - Example: Case Pending
 - An incident of sexual misconduct, sexual assault offense, was reported to the institution on December 20, 2025. The case is under appeal period after a decision was issued, as of September 10, 2026. This incident is reported as one (1) incident for which a campus disciplinary process is pending but has not reached a final resolution.

3. What is the number of incidents that resulted in any action by the institution greater than a warning being issued to the responding party. *This includes any actions, whether through informal resolution or a formal finding of responsibility. A warning is when an institution issues an oral or written reprimand that has no adverse consequence to the responding party.*

- Examples of actions greater than a warning include:
 - Requiring counseling.
 - Requiring education or training.
 - Placing a hold on the students’ record/transcript.
 - Issuing or enforcing a no-contact order.
 - Issuing or enforcing a no-trespass order.
 - Issuing or enforcing a partial no-trespass order that significantly limits campus access.
 - Removing a party from campus housing.
 - Issuing disciplinary probation, suspension, or expulsion.

Closed Resolutions

1. What is the number of investigations that resulted in a disciplinary proceeding (as defined in question 2a) at the institution but eventually closed without resolution?

The institution initiates a grievance or disciplinary proceeding but then forced to close prior to a determination being reached, therefore closing without resolution. Resolution is defined as a finding based on the facts by decision-maker(s); or an informal resolution agreed upon by both parties and facilitated by the institution. This situation could occur when:

- The reporting party withdraws from the institution.
- The responding party withdraws from the institution (see number #9).
- The reporting party initially agrees to participate in an investigation but later chooses not to participate in the remainder of the disciplinary process (see number #10).

2. What is the number of investigations from question 8 that resulted in a disciplinary proceeding at the institution, but eventually closed without resolution because the responding party withdrew from the institution? *This number cannot be greater than the number reported in question #8.*

3. What is the number of investigations from question 8 that resulted in a disciplinary proceeding at the institution, but eventually closed without resolution because the reporting party chose not to participate in the remainder of the proceeding? *This number cannot be greater than the number reported in #8.*

Example: Disciplinary Process closed without resolution -reporting party does not participate

A reporting party reports an incident with the offense of domestic violence, stalking and nonconsensual distribution of images and seeks a disciplinary process. During the investigation, the reporting party refuses to respond to multiple calls, emails and texts by the Title IX coordinator and investigator. Time goes by with no communication from the reporting party despite the good faith effort by the institution to connect. The institution closes the case, and counts this case under number 9, investigations that resulted in a disciplinary proceeding at the institution but closed without resolution because the reporting party chose not to participate in the remainder of the proceeding.

- Include situations where the reporting party chose not to participate in the institution's disciplinary proceeding after the disciplinary proceeding has already begun.
- If the reporting party chose not to participate in the disciplinary proceeding before the initiation of the disciplinary proceeding, please include that in next number (number 8) rather than number 9.
- This number cannot be greater than the number reported in number 7.

4. What is the number of incidents in which the reporting party chose not to participate in the institution's investigation or disciplinary proceeding before a disciplinary proceeding started?

- Include incidents where the reporting party reports the incident but does not want the institution to move forward with an investigation or disciplinary proceeding, such as seeking only supportive measures.
- Include incidents reported to the institution by a third party, where the reporting party that was allegedly harmed chose not to be involved in the investigation or disciplinary process.

Example: Report by a Third Party, No Participation by Harmed Party

An incident of sexual extortion was reported by a student at a neighboring postsecondary institution. The Title IX coordinator contacted the reporting party by phone and by email and text. The student did not respond to the multiple attempts of contact. The institution closed the case. This incident was recorded under number 11 of the sexual misconduct data survey.

5. What is the number of reports made through the online reporting system established in Minnesota Statute §135A.15, Subdivision 5?

- Exclude reports submitted anonymously.

Prior year Disciplinary Proceeding Pending Update Data

If an institution previously submitted a report indicating that one or more disciplinary proceedings were pending but had not reached a final resolution, that institution must submit data the following year to reflect the

outcome of that process. Institutions that reported one or more pending case(s) in their prior year's report will have an additional page on their online reporting form for entering updates to their prior year's data, based on how those cases resolved.

Below are the possible outcomes of the disciplinary proceeding for the purpose of the Prior Year Disciplinary Proceeding Pending Update. Institutions will report data in the following categories **only** for incidents that were previously reported as pending.

1. What are the number of incidents in which the responding party(ies) was/were found responsible for sexual assault, through the disciplinary proceeding at the institution.

- Include only final (and not initial) determinations of responsibility. This is the determination after the appeal window closed.
- The number of incidents that resulted in any action by the institution greater than a warning being issued to the responding party. This includes any actions, whether through informal resolution or a formal finding of responsibility. Include the offense for which the responding party was found responsible.
- A warning is an issuance of an oral or written reprimand that has no adverse consequence.
- Examples of actions greater than a warning include:
 - Requiring counseling;
 - Requiring education or training;
 - Placing a hold on the students' record/transcript;
 - Issuing or enforcing a no-contact order; Issuing or enforcing a no-trespass order;
 - Issuing or enforcing a partial no-trespass order that significantly limits campus access;
 - Removing a party from campus housing; or,
 - Issuing disciplinary probation, suspension, or expulsion.
- The number of investigations that resulted in a disciplinary proceeding at the institution but eventually closed without resolution.
- i.e. a disciplinary proceeding is initiated by the institution but then forced to close before a determination being reached, therefore closing without resolution.
- This situation could occur when:
 - The reporting party withdraws from the institution.
 - The responding party withdraws from the institution; or,
 - The reporting party initially agrees to participate in an investigation but later chooses not to participate in the remainder of the disciplinary proceeding.
- Of those in #3, the number of investigations that resulted in a disciplinary proceeding at the institution but eventually closed without resolution – because the respondent withdrew from the institution.
- This number cannot be greater than the number reported in Category #3.
- Of those in #3, the number of investigations that resulted in a disciplinary proceeding at the institution but eventually closed without resolution – because the complainant chose not to participate in the remainder of the proceeding. This number cannot be greater than the number reported in Category #3.