# Equity and Title IX Reporting and Response Process

# REPORT

Report received at american.guardianconduct .com/incident-reporting by the Office of Equity and Title IX (OETIX).

# OUTREACH

Email is sent to potential complainant (the person who experienced the harm) offering an intake meeting.

# **NO RESPONSE TO OUTREACH**

Complainant informed by email about supporting resources and reporting options and matter closed.

# **INTAKE** AND **ASSESSMENT**

Informational meeting is scheduled to gather facts about the alleged harm and to provide information about resources (confidential and non-confidential), supportive measures, and the formal and informal resolution processes, and consideration of need for emergency removal and administrative leave. Information gathered will be assessed to determine next best steps.

# FORMAL RESOLUTION

A notice is issued to the parties involved explaining the allegations that will be investigated. Supportive measures are available to the parties.

# **INFORMAL RESOLUTION**

## May include:

- Addressing the respondent (person who perpetrated the alleged harm) directly
- Facilitating meetings by OETIX with the parties
- Mediation
- Educational and training programs

\*\*\*Note: Informal resolution is not permitted for allegations of sexual assault, dating or domestic violence, or stalking, or for cases filed by a student against an employee.

# DISCRIMINATION AND NON-TITLE IX SEXUAL MISCONDUCT POLICY

**SUPPORTIVE MEASURES** 

To ensure safety, non-retaliation, and the ability

of individuals to continue their participation

academic, work, or housing arrangements.

in the university's programs. Examples include written no-contact orders and alternative

# Investigation:

A university investigator conducts an investigation by:

- Interviewing parties and witnesses
- Collecting and reviewing other relevant evidence
- Preparing an investigative report with findings

After the investigation is complete, the Assistant Vice President of Equity issues the outcome of the investigation including whether there was a finding of policy violation.

# SANCTIONS

Sanctions are only imposed for responsible findings. The sanction process will depend on the nature of the conduct and the status of the respondent.

# APPEALS

Both parties have the option to appeal the final decision.

# TITLE IX SEXUAL HARASSMENT POLICY

## **Investigation:**

A university investigator conducts an investigation by:

- Interviewing parties and witnesses
- · Collecting and reviewing other relevant evidence
- Preparing a draft investigative report

# **Review of Preliminary Investigative Report:**

Parties review the draft investigative report and respond to content.

### **Final Report:**

The investigator presents the final report to both parties, their advisors, and the hearing panel.

# LIVE HEARING

A three-person panel composed of faculty and staff hold a live hearing.

The panel considers all evidence and determines, by a preponderance of the evidence, whether a policy violation occurred.

# FINDING OF RESPONSIBILITY

If the hearing panel makes a finding of responsibility (for a violation of the policy), a sanctioning panel is convened.

# FINDING OF NOT RESPONSIBLE

If the hearing panel finds the respondent not responsible for a policy violation, this decision is issued to the parties.

# **SANCTIONING PANEL**

A separate three-person panel recommends sanctions for the respondent and those sanctions are issued.