SEXUAL MISCONDUCT ADJUDICATION PROCESS SUMMARY

**- COMPLAINANT INITIATES A COMPLAINT**

- Complainant's Statement: detailed statement regarding the allegations
- Complaint Form: less detailed summary of allegations
- Privacy/Non-Retaliation Acknowledgment

**- UNIVERSITY INITIATES AN ADMINISTRATIVE COMPLAINT**

**RESPONDENT NOTIFIED OF DISCIPLINARY CHARGE**

- Meets with Intake Officer within 5 business days
- Signs Privacy/Non-Retaliation Acknowledgment
- Relevant policies and process are explained and provided to Respondent.
- Given the Complaint Form only
- No Contact Order put in place

**STATEMENTS EXCHANGED/ REFERRED FOR INVESTIGATION**

The Intake Officer gives each party the other's statement. The matter is referred to the Office of Equal Opportunity (OEO) for investigation.

**FACT-FINDING INVESTIGATION**

Investigator interviews parties and witnesses & reviews documents. Investigator then prepares an Investigation Report.

**PANEL REVIEW/ PRE-DECISION CONFERENCES**

The Panel meets and reviews the Investigation Report. The Panel Chair then meets with each party individually and reviews the preliminary factual findings. Parties can provide any rebuttal information within 2 business days of conference.

**PANEL'S DECISION**

The Panel will issue a written Panel's Decision of their findings on the preponderance of the evidence standard.

**APPEAL**

*PRIOR TO PANEL DECISION*

- Respondent can accept charges
- Respondent can withdraw from Tufts with transcript notation
- Complainant can withdraw complaint

Either Party Can Appeal A Panel's Decision On Only Three Bases:

- PROCEDURAL ERROR |
- NEW EVIDENCE |
- SEVERITY OF DISCIPLINE

Questions? Please contact the Office of Equal Opportunity (OEO) at 617.627.3298 or oeo@tufts.edu or Director OEO and Title IX Coordinator Jill Zellmer