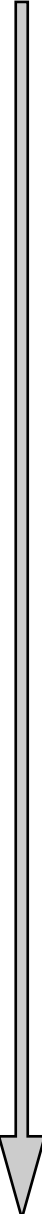


Title IX Process - Formal

for Employees, Patients and Community Members

Title IX prohibits sex and gender based discrimination in all of the University's programs and activities for faculty, staff, students, patients and community members.



When the OEO receives a complaint, the office will contact the person / people who felt harmed to ask how they want to resolve the matter - formally or informally. This flowchart depicts the formal process. For the informal process, please see that flowchart.

If the complainant chooses a formal process, the OEO requests a written complaint which will then be shared with the respondent, if known, who will submit a written response to be shared with the complainant.

Investigation begins. Interviews commence with complainant, respondent, and/or any witnesses. Other information such as email or social media is gathered. Investigator writes a fact finding report. Report is shared with the formal parties with preliminary finding of a policy violation or not. Reports may be redacted slightly for reasons of confidentiality / privacy. [Can take 60--90 days]

Both parties have an opportunity to submit an appeal or a rebuttal. The OEO reviews any final due process information the parties may submit at this stage. If no further investigation is required, the OEO will make a final decision.

The OEO issues an outcome letter with copy to appropriate supervisor / Dean / leadership. This letter includes a policy violation or not and any other relevant information. The decision-maker (not OEO) will determine a sanction, if needed.

It is important to note this process is sometimes not linear or fixed. The OEO reviews each case uniquely. Thus, certain steps may be modified or skipped to ensure the process best addresses the specifics of a case.