



# FORMAL PROCESS

## OBJECTIVE

A determination is made as to whether Responding Party violated the university's Title IX Policy and/or Code of Student Conduct.

**Goal is to answer:** What policies, if any, were violated? Does a preponderance of the evidence support a finding of responsibility? If so, what is the appropriate sanction?

## PROCEDURAL OVERVIEW

The Title IX Office conducts an investigation and disciplinary hearing. A trained Decision-Maker determines Responding Party's responsibility and sanctions, if applicable. Either party can appeal the decision and/or sanctions.

## COMPLAINT PARTY INVOLVEMENT

Complaint Party is asked to participate in one or more investigative interviews, review their interview statement, provide evidence, review an investigative report, and attend a disciplinary hearing.

## RESPONDING PARTY INVOLVEMENT

Responding Party is asked to participate in one or more investigative interviews, review their interview statement, provide evidence, review an investigative report, and attend a disciplinary hearing. Responding Party has the right to decline participation, but the process will continue.

## OUTCOME/ CONSEQUENCES

If Responding Party is found responsible, consequences may include active sanctions (i.e. educational workshops, apology letter, reflection paper) and/or inactive sanctions (i.e. probation, suspension, expulsion). If Responding Party is found not responsible, no sanctions are given.

## TYPICAL LENGTH

Generally, no longer than 90 business days after the Formal Complaint is filed, excluding all appeals processes.



# INFORMAL PROCESS

## OBJECTIVE

No determination is made about whether Responding Party violated university policy; the focus is on repairing the harm through a remedies-based, structured interaction.

**Goal is to answer:** What is the harm? Who is responsible for the harm and how can they accept responsibility for causing it? What can repair the harm and/or rebuild trust?

## PROCEDURAL OVERVIEW

The University proposes resolution option(s) and the Parties voluntarily agree or decline. (This process can be terminated by any party, or by the Title IX Office, at any time. The case may then be resolved through the formal process.)

## COMPLAINT PARTY INVOLVEMENT

Complaint Party has flexibility to choose their own level of participation: none, minimal, or full participation.

## RESPONDING PARTY INVOLVEMENT

Responding Party voluntarily agrees to the terms of the resolution agreement. Specific participation depends on which resolution options are chosen. Responding Party must fulfill all terms of the agreement, and can be held accountable under the Code of Student Conduct for failing to do so.

## OUTCOME/ CONSEQUENCES

The University recommends the consequences, with both Parties' agreement. Consequences are typically educational in nature, and may include workshops, apology letter, reading/listening to an impact statement, mediation, or discussing the incident within a facilitated dialogue.

## TYPICAL LENGTH

Length depends on the specific resolution options chosen. However, the Informal Process generally results in quicker resolution than the Formal Process.