

## INVESTIGATIVE & HEARING PROCEDURES

The Title IX Coordinator will meet with a student considering submitting a complaint, outline the process for filing a complaint, and explain College procedures. A written report is typically required for a case to be referred for action, but in cases of perceived danger for the campus community, the Title IX Coordinator may request a hearing of the Response Team without the cooperation of the student who originated the complaint. College proceedings will provide a prompt, fair and impartial investigation and resolution. Proceedings will be conducted by officials who receive annual training related to sexual misconduct and how to conduct an investigation and hearing that protects the safety of victims and promotes accountability. Upon receipt of a report the Title IX Coordinator will contact the accused individual(s) to explain the procedures and outline the basis for the complaint. The accused has the right to see the report that alleges a violation.

Both parties in a case are ordered to have no contact with one another. This allows the matter to proceed without any possible harassment or miscommunication between parties. Students may pursue other orders of protection through the court system.

Once the College receives notice about a pending case of sexual assault/harassment or misconduct, an investigator will review the matter and interview students and/or employees involved along with potential witnesses. The investigator will submit written documentation to the Title IX Coordinator, who will make a determination about whether or not a complaint may proceed to a hearing with a hearing board specifically trained to deal with sexual assault/harassment and misconduct.

College proceedings are confidential to the extent possible and permitted by law. The hearing board receives written complaints and schedules and conducts hearings related to sexual misconduct. The Title IX Coordinator facilitates the hearing but is not a voting member of the board. A three-member team comprises the decision-making members of the hearing board. The hearing board hears statements from both parties, asks questions, then makes a decision based upon the greater weight of the credible evidence. The hearing board receives training in conducting hearings specifically related to sexual misconduct allegations.

The respondent(s) has the right to question his or her accuser through questions posed to the hearing board. This right will not be denied. However, the complainant may request that accommodations be made to have separate rooms or a room partition for each party, or may request an alternative reasonable arrangement in order to minimize potential trauma or stress. The complainant and respondent(s) are each entitled to the same opportunities to have a support person (often a parent, friend, counselor, attorney, or faculty/staff member) present during a campus disciplinary proceeding. This person can be in addition to the College support person.