

TITLE IX INVESTIGATION FLOWCHART

Notification of Investigation

Written notification that the Title IX Office is conducting an investigation is sent to the Complainant and the Respondent.

Information Gathering

The investigator interviews the Complainant, Respondent, and Witnesses and gathers information such as: Documents, texts, emails, screen shots, social media, phone logs, pictures, diagrams, images, audio and visual recordings

Information Review

The Complainant and Respondent are provided an opportunity to review and respond to the information the investigator gathered and will be used to make a decision determination.

Report Writing Analysis

The Investigator writes the final Investigative Report, communicating the information gathered and an analysis of the information. This report is provided to the Complainant, Respondent, and Policy Decision-maker.

Cross Question Opportunity

After distribution of Investigative Report and before determination regarding responsibility, the Complainant and the Respondent may submit written questions through the Policy Decision-maker of other parties/witnesses.

Written Determination of Responsibility

Written notification communicating the outcome of the investigation and next steps in the Title IX process is sent to the Complainant and Respondent. This includes a statement of result as to each allegation, including determination, sanctions, and remedies.