STEP 1: INITIAL CONTACT

Institutional Equity, Diversity and Inclusion receives a report about your case from the complainant, a witness or a mandated reporter. The investigator will meet with the complainant or other individuals to obtain preliminary evidence. Once the preliminary investigation is complete, you will receive a notice of investigation within 7 business days after the commencement of the investigation.

STEP 2: INVESTIGATION

You may have an advisor of your choice in attendance at all meetings with our office. Our office will make all possible efforts to meet with you for an interview; this would consist of your account of the incident for our records and to clarify any preliminary questions we may have. We will also collect witness names, if any. We will make all reasonable efforts to meet with your witnesses to collect evidence.

Witnesses will be sent outreach so that we may schedule a time to meet with them to assist in the investigation. Prior to our meeting with you, our office will have met with the Complainant (other party) to discuss their side of the events and the situation. Our office will act as a neutral party during the conversations on all sides. Evidence will be gathered at this time. We will gather as much relevant information as possible from all parties involved.

The Title IX Coordinator will review the investigation and make a summary determination whether a reasonable person could find (you) the Accused responsible for violating University policy.

ACCUSED NOT FOUND RESPONSIBLE

If the Title IX Coordinator finds that (you) the Accused could NOT be found responsible by a reasonable person, you will receive a letter explaining that there is not enough information to move forward and that the case has been closed. The Complainant may request that the Title IX Coordinator review the case and decision again. If you are found not responsible after review, the investigation process concludes.

ACCUSED FOUND RESPONSIBLE

If the Title IX Coordinator finds that (you) the Accused could be found responsible by a reasonable person, then both parties will receive a NOTICE OF CHARGE and the Title IX Coordinator will direct the process to continue.
STEP 3: RESOLUTION PROCESS

Typically, cases are filtered through the administrative resolution process, but it is ultimately the parties of the case that decide how to proceed. You will receive a joint finding on each of the alleged policy violations in writing within five business days of the resolution process proceedings. **You and the Accused will have the choice from the following two options.**

### CONFLICT RESOLUTION PROCESS

This process could be mediation or facilitated dialogue between you and the Complainant to come to an agreeable resolution.

### ADMINISTRATIVE RESOLUTION PROCESS

The Title IX Officer will meet with the Accused — and possibly others — to review alleged policy violations and the investigation report. For any disputed violations, the Officer will utilize preponderance of the evidence standard and determine appropriate sanctions or remedial actions.

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<thead>
<tr>
<th>POSSIBLE SANCTIONS INCLUDE</th>
<th>APPEALS</th>
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<tbody>
<tr>
<td>Warning; demotion; required training;</td>
<td>You have the right to appeal findings and</td>
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<td>suspension without pay; termination</td>
<td>sanctions based on procedural error, new</td>
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<td></td>
<td>evidence, or because sanctions don’t fit the</td>
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<td>severity of the offense.</td>
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### YOUR RIGHTS

In accordance with UM System Collected Rules and Regulations:

1. To be treated with respect by University officials.
2. To have access to campus support resources (such as counseling and mental health services and University health services), unless removed from campus pending the completion of the process.
3. To have an Advisor of the Accused’s choice accompany the Accused to all meetings and proceedings throughout the Equity Resolution Process.
4. To refuse to have an allegation resolved through the Conflict Resolution process.
5. To have an opportunity to present a list of potential witnesses and provide evidence to the Investigator.
6. To receive notice of the policies alleged to have been violated.
7. To have Complaints heard in substantial accordance with these procedures.
8. To be informed in writing of the finding, rationale and sanction.
9. To have an opportunity to appeal the findings and sanction.