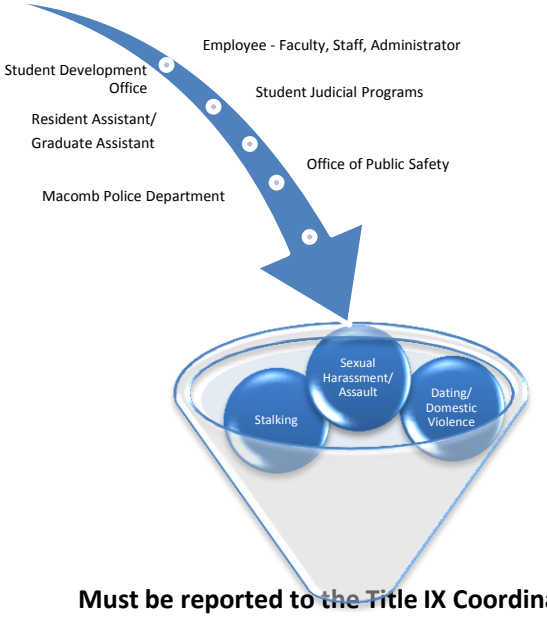
Title IX Complaint Process

(Effective Fall 2016)

Direct or indirect complaint(s) of sexual harassment/assault, stalking, or dating/domestic violence involving a WIU student or employee received or known by:



Must be reported to the Title IX Coordinator (Director of Equal Opportunity and Access)

Gatekeeper reviews reported information, completes intake forms, and assigns case to an investigator

Gatekeeper/Investigator makes contact with complainant/survivor to notify her/him of campus support resources and her/his right to file an internal complaint. Also discuss any interim steps that need to be implemented.

SURVIVOR DECLINES

Investigator reviews known information to assess campus risk

No Risk

Investigation Closed

Risk

Investigator conducts investigation w/o the participation of survivor

SURVIVOR FILES A COMPLAINT

Investigator schedules meeting to review written complaint and conduct interview with complainant/survivor

Investigator notifies respondent and schedules meeting

Investigator(s) meets with Respondent to go over complaint and receive written/verbal response

Investigator(s) interviews witnesses

Investigator(s) reviews information and writes report to forward to Student Judicial Programs (SJP) (student respondent) or finding as to whether University Policy has been violated (employee respondent)

Report/Finding

Student Respondent

If sufficient information exists to proceed to hearing

SJP Notified

SJP schedules and conducts hearing to determine whether the Code of Student Conduct and/or University Title IX Policy has been violated

Notify Complainant and Respondent of finding, sanction, if any, and right to appeal

Report finding and sanction to Title IX Coordinator

Employee Respondent

Violation of Policy

Notify Complainant and Respondent of finding and right to appeal

No appeal* after 10 day appeal period

Employee Respondent

No Violation of Policy

Notify Complainant and Respondent of finding and right to appeal

No appeal* after 10 day appeal period

Investigation Closed

***If appealed – Appeal process Convenes**

Notify Appropriate Administrators/ Administrative Offices depending on status of Respondent

Faculty/Non-Civil Service Administrators/ Staff Respondent

Appropriate Vice President and Supervisor

Civil Service Respondent

Appropriate Vice President, Supervisor, and HR Director

Administer Appropriate Discipline/ Corrective Action in accordance with University Policy and/or appropriate bargaining agreement

Report Discipline/ Corrective Action Administered to the Title IX Coordinator