



Rights of Parties Involved in the Grievance Resolution Process from the Sex- and Gender-based Discrimination and Harassment Policy

- To be treated with respect, dignity and fairness;
- To be informed of the College's Sex- and Gender-based Discrimination and Harassment Policy and the grievance resolution process and to have those policies followed without material deviation;
- To file a complaint with the Title IX Office if you have been harmed by sex- or gender-based discrimination, sexual harassment or sexual assault and for the allegations to be treated with seriousness;
- To written notification of any allegations of misconduct made against you, including, to the extent possible, the name of the Claimant, and the date, location and nature of the alleged policy violation under investigation and possible sanctions;
- To a fundamentally fair process including the opportunity to accept or deny responsibility and to respond to the allegations.
- To file a criminal complaint if you believe a crime has been committed against you and the option to be assisted by College personnel in notifying such authorities. This also includes the right not to report;
- To seek and receive appropriate support services from the College including, but not limited to:
 - Residential accommodations;
 - Workplace accommodations;
 - Assistance in completing relocations;
 - Transportation and escort accommodations;
 - Academic assignment or exam rescheduling;
 - Taking an incomplete in a class;
 - Transferring class sections;
 - Temporary withdrawal;
 - Alternative course completion options.
 - The right to have the College maintain such accommodations for as long as is necessary, and for protective measures to remain confidential, provided confidentiality does not impair the College's ability to provide the accommodations or protective measures.
- To be notified of available counseling, mental health, advocacy, health, legal assistance, student financial aid, visa and immigration assistance or other services both on campus and in the community;
- To request that the College take steps to prevent unnecessary or unwelcome contact or communication with other parties in the process;



Rights of Parties Involved in the Grievance Resolution Process from the Sex- and Gender-based Discrimination and Harassment Policy

- To confidentiality and protection under the Family Education Rights and Privacy Act (FERPA). The College will make all reasonable efforts to ensure the preservation of privacy. All records created that include personally identifiable information about you are protected under FERPA. This means that:
 - you are entitled to review all materials created for this investigation that identifies you;
 - information related to your case and interviews will only be accessible to you and the other party and to any college officials who have a legitimate need to know this information; and
 - release of information related to you and containing your identity (or reasonably linked to your identity) to individuals other than those listed above will be redacted so that neither your name nor information identifying you will be revealed;
 - To a prompt and thorough investigation of allegations;
 - To know the name and contact information for the Title IX Coordinator, the Investigators and the Adjudicator assigned to your case;
 - To participate or decline to participate in the College's investigation. However, if you do not wish to participate, your decision will not relieve the College of its responsibility to provide a reasonable response according to College policy and Title IX guidance. The College will determine an outcome with the information available pursuant to applicable proceedings;
 - To be notified in writing at appropriate intervals about the process including the commencement of the investigation, the draft investigative report, the final investigative report, the adjudicative report, case resolutions, sanctions, remedial actions and appeals;
 - To be accompanied by an advisor of your choosing to any investigatory meetings and/or disciplinary proceedings. During any such meeting or proceeding, your advisor may only act in a support role, meaning your advisor will not be permitted to testify, serve as a witness, examine or cross-examine any witnesses, or provide a statement on your behalf. If a personal advisor is not available, the College will provide the names of faculty and staff who are trained in the process to act as an advisor and assist you in securing this appointment;
 - To submit evidence, documentation or witnesses relevant to the investigation (e.g., texts, emails, notes, photographs, videos etc.) and to challenge documentary evidence or testimony and to suggest questions for consideration in the investigation;
 - To have timely access to any evidence and witness reports used to determine findings;
 - To not have your unrelated past sexual histories admitted as evidence;
 - To a campus conduct outcome based solely on evidence presented during the grievance process. The evidence shall be credible, relevant, based in fact and evaluated without prejudice under the preponderance of the evidence standard.
-



Rights of Parties Involved in the Grievance Resolution Process from the Sex- and Gender-based Discrimination and Harassment Policy

- To be protected from retaliation for your participation in the process. Reports of alleged retaliation should be made immediately to the Title IX Coordinator, the Director of Human Resources or the Vice President for Student Development and may be considered a separate violation of this Policy;
- To equal rights of appeal based on one or more of the following criteria:
 - Substantial violations of the written procedures that prevented a fair process;
 - The emergence of new, material information relevant to the alleged policy violations, and/or;
 - Determining whether the sanction imposed, given the facts, was excessive;
- To be informed in advance, when possible, of any public release of information regarding the complaint;
- To speak to the Title IX Coordinator at any time during the process and to ask questions; and
- To administrators, investigators, adjudicators, sanctioning and appeals officers that are free of real or perceived conflict of interest or demonstrated bias. Conflicts of interest should be brought to the attention of the Title IX Coordinator as soon as they are discovered. All individuals involved with the resolution of alleged violations of the Sex- and Gender-based Discrimination and Harassment Policy will be trained annually on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and adjudication process that protects the safety and dignity of claimants, assures due process for the accused and sanctioning that promotes accountability.
- Individuals with a documented disability have the right to request reasonable accommodations throughout the Title IX process.

For questions about your rights or the process, you may contact:

Shannon Walls, Title IX Coordinator
LRW 342
(573) 876-7250
sbwalls@stephens.edu