

Title IX Hearing Process

Step 1: The Hearing Begins

- The hearing officer explains the hearing procedures and expectations.

Step 2: Charges

- The hearing officer reads aloud the charges. Responding party answers “responsible” or “not responsible” to each charge.

Step 3: Investigation Report

- The Title IX Investigator reads the “analysis” section of the investigation report.
- The hearing officer, complaint party, and responding party ask questions about the investigation report.

Step 4: Narratives

- At this time each party has an opportunity to tell their narrative.
- The complaint party tells their narrative. The hearing officer and responding party ask questions.
- The responding party tells their narrative. The hearing officer and complaint party ask questions.

Step 5: Fact Witnesses

- Each of the complaint party’s fact witnesses tell their narrative. The hearing officer and each party asks questions.
- Each of the responding party’s fact witnesses tell their narrative. The hearing officer and each party asks questions.
- The hearing officer collects any written fact witness statements.

Step 6: Closing Statements (5 minute maximum)

- The complaint party gives a closing statement.
- The responding party gives a closing statement.

***Step 7: Character Witnesses**

- *Each of the complaint party’s character witnesses shares their perspective. The hearing officer and each party asks questions.*
- *Each of the responding party’s fact witnesses shares their perspective. The hearing officer and each party asks questions.*
- *The hearing officer collects any written character witness statements.*

***Step 8: Reading of Impact Statement and Mitigating Factors**

- *The complaint party reads an impact statement.*
- *The responding party reads a statement of mitigating factors.*

***Step 9: Sanction Recommendations**

- *The complaint party recommends sanctions, should the responding party be found responsible.*
- *The responding party recommends sanctions, should they be found responsible.*
- *A representative from the Office of Student Conduct recommends sanctions, should the responding party be found responsible.*

Step 10: Decision & Appeal Information

- The hearing officer states that they will provide a written decision to both parties within two business days.
- The hearing officer explains the appeals process.

Step 11: Closing

- The hearing officer asks if anyone has any final procedural questions before concluding the hearing.

**This information will only be considered if the hearing officer finds the responding party responsible.*