



# INCIDENT DISCLOSURE POLICIES

## Title IX & Sex-Based Harassment

Sex-Based Harassment, Sexual Assault, Dating Violence, Stalking, Sexual Exploitation

Equal Protective Access to Education  
Supportive Measures  
Protection from Retaliation

Online Title IX Reporting Form  
Report to Title IX Coordinator or Other University Employee

Intake Meeting & Initial Assessment  
Supportive Measures Determined

Academic Accommodations, Counseling, Law Enforcement Options, Safety Planning, Victim Advocacy

## Discrimination & Harassment

Race, Color, National Origin, Age, Sex, Disability, Religion, Sexual Orientation, Sexual Identity

Inclusive Environment  
Protection from Harassment  
Retaliation Prohibited

Online Bias Incident Reporting Form  
Office of Equity & Diversity Complaint Form

Intake Meeting & Initial Assessment  
Supportive Measures Determined

ADA Accommodations, Employee Assistance, Campus Support



### WHAT IS COVERED



### YOUR RIGHTS



### REPORTING OPTIONS



### WHAT HAPPENS NEXT



### RESOURCES



# AFTER YOU REPORT AN INCIDENT



## INTAKE & INITIAL REVIEW OF ALLEGATIONS

## DISMISSAL, REFERRAL

A complaint or report of a potential CSCU Board of Regents Policy 4-13 violation is received (*Policy 4-13 Interim Discriminatory Harassment, Nondiscrimination, and Title IX Policy*). The institution reviews the report and, within approximately ten (10) business days, will decide if it falls under Policy 4-13 and needs investigation. The institution will determine supportive measures at intake meeting (e.g. Academic adjustments, no-contact directives, counseling referrals).

If the allegation clearly *does not* meet the policy or other criteria (e.g. outside scope/jurisdiction, no evidence), it may be dismissed with written notice. It may also be referred to another office or agency.

## INFORMAL RESOLUTION (OPTIONAL MEDIATION)

Parties may agree to an informal resolution or mediation instead of a full investigation.

## FORMAL COMPLAINT SIGNED BY COMPLAINANT

## INVESTIGATION

An impartial investigation is conducted and ECSU decides what evidence, records, or witnesses are needed for a thorough investigation.

## MEDIATION FACILITATED WITH SIGNED CONSENT FROM BOTH PARTIES

## NOTICE OF ALLEGATIONS

Written notice of the allegations and procedure is sent to both complainant and respondent.

## FACT REVIEW & RESPONSE PERIOD

Parties get a chance to review evidence and submit responses, edits, or questions before the hearing.

## SIGNED AGREEMENT

## PARTY DECIDES TO WITHDRAW CONSENT OR MEDIATION AGREEMENT CANNOT BE AGREED UPON





# AFTER AN INVESTIGATION HAS BEEN CONDUCTED



## HEARING

An administrative hearing is a live meeting where the case is reviewed. It will be recorded or written down so there is a record for any appeal. The hearing is run by neutral decision-makers - either one (1) Hearing Officer or a Hearing Panel of several people. If a panel is used, one (1) person will act as a the Chair to lead the process.

## DETERMINATION OF RESPONSIBILITY



The decision-maker(s) issues a written outcome (usually within ten (10) business days) stating whether the policy was violated and outlines any sanctions or remedies.



## APPEAL PROCESS

Parties can appeal the decision on specific grounds (e.g. procedural error, new evidence, bias). The appeal officer or panel will review the appeal, consider relevant evidence, and then issue a written decision explaining the result and any actions needed - which may include re-opening the investigation.



## RECORD-KEEPING

All case records are kept for a minimum of seven (7) years. Records may be shared with people who need the information to do their job or when disclosure is required by law or regulation.