

## Options for Reporting Title IX violations at WPI/WPI process

NOTE: This is separate and distinct from a person's ability to file a police report and pursue the investigation of criminal charges. That is ALWAYS an option that people can pursue.

NOTE#2: A person may seek accommodations and interim measures to remedy discrimination/harassment even without filing a "formal complaint". However, what WPI can do in regards to accommodations may be dependent to some extent on the amount of information received.

A violation has happened. The person experiencing it tells:

1. A confidential resource (SDCC, Health Center, Chaplains, Confidential Resource Advocates)
  - a. The confidential resource will connect the person with resources and provide assistance.
  - b. The matter is NOT reported to Title IX office.
2. Someone who is not confidential and is not a responsible employee
  - a. May do nothing.
  - b. May connect the person with resources or direct them toward a confidential resource or other office.
  - c. May report to Title IX office.<sup>1</sup>
  - d. May report to Title IX office anonymously online.
3. A "Responsible Employee" (All WPI employees other than those deemed confidential)
  - a. Will offer to connect student with resources, including confidential resources.
  - b. Will report incident to Title IX office.

**\*\*If the Title IX office is not notified, WPI's ability to respond may be limited.\*\***

A violation has been reported to the Title IX office:

1. The Title IX Coordinator will contact the person experiencing the violation to set up an appointment.
2. At this appointment, the Coordinator will advise the person of their rights under the process, explore what accommodations or interim measures may be needed to help stop the discrimination and remedy its effects. The Coordinator will also ensure that the person has a support person or network.

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<sup>1</sup> While not guaranteed confidentiality, anyone who makes a third party report will have their identity kept private to the extent possible.

3. The Coordinator will explain options to see whether the person wants to pursue a complaint. Specifically, the Coordinator will explain:
  - a. If the person does not want to pursue a complaint, and the Title IX Coordinator determines that there is no risk to the WPI community, the matter will go no further.
    - i. The person will be connected with resources.
    - ii. The person will be given accommodations or interim measures as needed to end the discrimination and remedy.
    - iii. The person may change their mind at any time and revisit the issue of an investigation occurring (but the passage of time may change the quality of the investigation).
    - iv. If circumstances change such that the community is endangered, the Title IX Coordinator will contact the person to advise them of a change in circumstances, and whether that changes the person's opinion of investigation proceeding.
    - v. A determination of "No investigation" does not mean that the Title IX Coordinator cannot/will not take necessary steps to prevent discrimination or its reoccurrence and remedy the effects.
  - b. If the person does not want to pursue a complaint, but the Title IX Coordinator determines there IS a risk to the community, the matter may proceed to an investigation.
    - i. The person will be told before an investigation commences.
    - ii. The person is not obligated to participate or cooperate.
    - iii. WPI will serve as the "Complainant/Reporting Party" in such cases.
    - iv. Title IX Coordinator will take necessary steps to prevent discrimination or its reoccurrence and remedy the effects.
    - v. See (d) below.
  - c. If the person wants to pursue a complaint, but the Title IX Coordinator does not believe a violation occurred.
    - i. The Coordinator will direct the person to a more appropriate office or department for resolution.
    - ii. The person may pursue other avenues for resolution.
    - iii. A determination of "No investigation" does not mean that the Title IX Coordinator cannot/will not take necessary steps to prevent discrimination or its reoccurrence and remedy the effects.
  - d. If the person wants to pursue a complaint and the Title IX Coordinator agrees that a violation is possible.
    - i. The investigation will be commenced by the Title IX Coordinator or designee (any investigator who will be trained in Title IX and/or civil rights investigations).
    - ii. Both parties will have equal rights throughout the process
    - iii. When the investigation is complete, the Coordinator will compile a report of information gathered. The report will NOT make a

determination about whether there is a violation or not, and will not contain opinions as to truthfulness of any person.

- iv. Both parties will be given access to the report, and the Judicial Panel will receive it as well. Parties will still have an opportunity to refute findings in the report, present witnesses, etc.
  - 1. Both parties will be notified about the finding (responsible or not responsible) and to the extent permissible by law, what sanctions were handed down
  - 2. Both parties have an equal right to appeal.
  - 3. Title IX Coordinator may take additional steps as necessary to prevent discrimination or its reoccurrence and remedy the effects.

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