

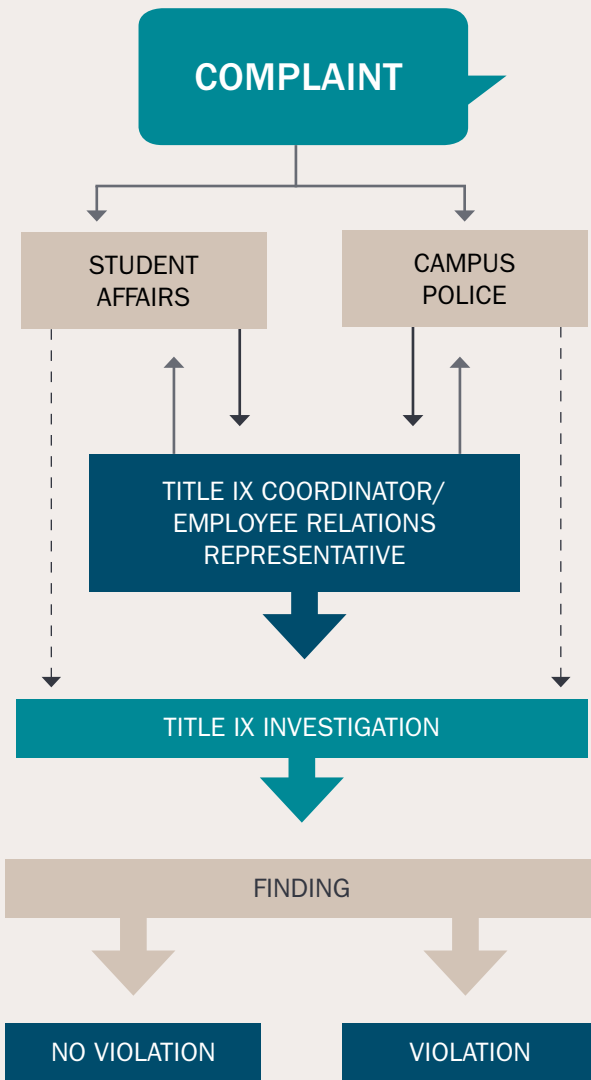


CUYAHOGA COMMUNITY COLLEGE (TRI-C[®])

Title IX Community

Building Initiative:

GENDER DISCRIMINATION/SEXUAL MISCONDUCT COMPLAINT PROCESS (EMPLOYEE/STUDENT)



Step 1: Complaint

The complainant (employee or student) may submit an alleged gender discrimination/sexual misconduct violation to his or her Office of Student Affairs, the Employee Relations Representative/Title IX Coordinator, or Campus Police.

Step 2: Investigation

Title IX Coordinator with the assistance of the Employee Relations Representative and the Office of Student Affairs will investigate the allegation.

No Violation has occurred, and the investigation will belong solely to the Employee Relations Representative/Office of Student Affairs to determine if a conduct violation has occurred. The Title IX Coordinator ensures that the Title IX investigation ends and the Employee/Student Code of Conduct process begins.

Violation has occurred, and the Title IX Coordinator, Employee Relations Representative and Office of Student Affairs shall prepare a written report that includes a statement of factual findings based upon the information and evidence provided by the complainant, respondent, and any witnesses involved.

see second side for further steps

tri-c.edu/titleix

FOR MORE INFORMATION, CONTACT:

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Title IX Coordinator

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Where futures beginSM

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Step 3: Findings

The complainant and respondent may file an appeal based on 3 criteria: **1)** there was an error in the investigation; **2)** relevant material/new evidence/information not previously available at the time of the hearing have been discovered; and **3)** sanction based on evidence of information/failed to consider a piece of evidence. (This step does not apply to union employees)

The complainant or accused has ten (10) business days to appeal this decision in writing from the date the note is sent.

Step 4: Appeals

If granted an appeal the Appellate Board Panel (see Student Code of Conduct, Section H (c)) or VP of Human Resources conducts the appeal process. The VP of Human Resources/Appellate Board will either:

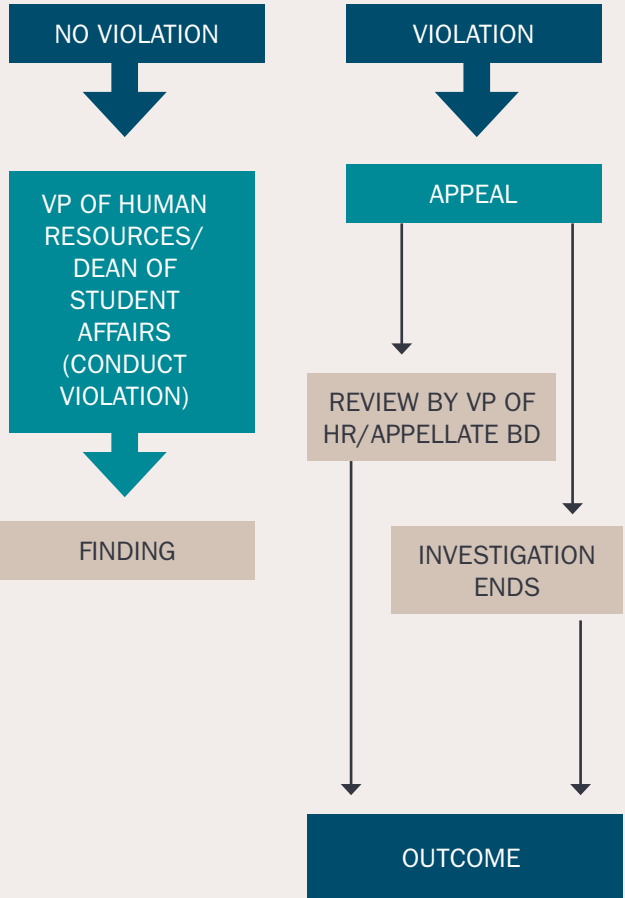
Uphold the decision of the Title IX Coordinator, and therefore, the matter will be considered final and binding upon all.

Overturn the decision of the Title IX Coordinator and return it back to the Title IX Coordinator to re-open the case.

Step 5: Outcome

The complainant and respondent will be notified of the outcome via email and certified mail.

The Title IX Coordinator, Employee Relations Representative and Office of Student Affairs will act to remedy the effects, enforce outcomes and reassesses duty to warn based on the final outcome.



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