

# Gustavus Adolphus College Title IX Reporting Process

The Title IX Coordinator receives a report of sexual harassment, sexual assault, domestic violence, dating violence or stalking.

Supportive measures are offered to the complainant. The safety of the complainant is addressed, resources both on and off campus are offered. The TIX Coordinator discusses the options for reporting ranging from no report to a formal complaint and complaints to law enforcement. Options for initiating the formal grievance process are discussed at this meeting.

Complainant chooses how they would like to proceed. Complainant can change their mind at any point in the process.

Complainant chooses not to initiate the Formal Grievance Process and continues to access supportive measures, resources and accommodations. No further action is taken unless the complainant changes their mind in the future or seeks additional supportive measures.

Complainant chooses to initiate the Grievance Process and files a Formal Complaint. A written notice of allegations is sent to both parties describing the nature of the allegations and the parties' rights during the grievance process, including the right to an advisor.

*In limited circumstances the Title IX Coordinator may need to bring the complaint forward to protect the safety and welfare of the community.*

Both parties agree to participate in the informal resolution process

Informal resolution process is successful; matter is closed.

Informal Resolution Process is not successful or either party declines to participate further in the process.

One or both parties decline to participate in the informal resolution process-either process is halted by Complainant or it moves to the Investigation and Hearing process (see flowchart).

Investigation and hearing process begins OR case is dropped by Complainant.\*

Complainant immediately initiates Formal process that begins the investigation and hearing phase (see flowchart).

*\*Complainant can withdraw their Formal Complaint at any time, thus halting the Grievance Process.*