

## Title IX Administrative Hearing Guide Involving Students as Respondents

As detailed in the document, “Title IX Sexual Harassment Cases involving Students as Respondents”, a live hearing is required to resolve an investigation of allegations of Title IX Sexual Harassment in the *Policy Against Discrimination, Harassment and Related Interpersonal Violence*. That document also describes the roles of the participants in the hearing. This document explains the structure of the hearing.

### **Hearing Process**

While this is a general flow of the hearing, parties may ask procedural questions directed to the Hearing Chair during the hearing. Reasonable delays and/or breaks, including the temporary adjournment of the hearing, may be anticipated.

#### **Introduction of all participants**

Hearing Chair, Hearing Officers, Complainant, Respondent, Support Persons, Advisors, Witnesses, and ISCO introduce themselves and their role in the hearing.

#### **The Hearing Chair reviews the Hearing Process and Proceedings**

The hearing chair will explain the hearing agenda and procedures to all participants. All participants will have the opportunity to ask any procedural questions prior to starting the hearing.

#### **Questions from the Hearing Officers and advisors of parties, witnesses, and ISCO**

The hearing chair will permit the hearing officers and the parties to ask questions of the Complainant, Respondent, Witnesses, and if necessary, the case manager. All questions will be directed to the hearing chair to determine relevancy. If the hearing chair has determined the question is relevant, then the participant may answer; however, they are not required to do so.

#### **Closing statements by Complainant and Respondent**

Each party may provide a closing statement response to the allegations, investigation report, documentation and information shared in the live hearing. The closing statement is limited to five (5) minutes.

#### **Concluding remarks**

The hearing concludes and the hearing chair explains the deliberation and notification of determination.

### **After Live Portion of Hearing**

#### **Impact statement**

Prior to the start of the live portion of the hearing, parties may submit an impact statement to [hearings@uconn.edu](mailto:hearings@uconn.edu). The impact statement may include any information about how this experience has impacted the parties. Additionally, the

complainant's impact statement may include any requested remedial measure. These are designed to address the complainant's safety and well-being and continued access to educational opportunities. The respondent and complainant will continue to be offered supportive measures if they are engaged in university programs or activities. Impact statements will only be shared with the hearing officers, if it is determined that there was a violation of *The Student Code*, for the purpose of identifying appropriate sanctions and remedial measures.

### **Deliberation and determination of findings**

The Hearing Officers will meet in private following the live hearing and determine if a violation of *The Student Code* occurred as alleged, using the preponderance of the evidence standard.

### **Sanctions and remedial measures**

If the Hearing Officers determine a violation of *The Student Code* occurred, they will identify appropriate sanctions and remedial measures.

### **Notification of outcome**

The parties will receive written notification of the outcome, including rationales, sanctions (if applicable), remedial measures (if applicable), and steps to appeal.

### **Appeals**

Parties may appeal the hearing outcome by submitting an electronic appeal form (included in the written notification of outcome) with any supplemental documentation (if necessary) within five (5) business days of the written notification of the decision, indicating the grounds for the appeal. Should a party submit an appeal, they receive written confirmation of receipt. The appeal and any other information submitted is shared with the other party.

When an appeal is submitted an appellate officer reviews the appeal and case information and renders a decision. Parties will receive written notice of the decision at the conclusion of the appeal deliberations.