## INFORMAL RESOLUTION PROCESS

The Reporting Party has submitted a Formal Complaint, a Notice of Allegations has been sent to both parties, and both parties have agreed to participate in the Informal Resolution Process\*.

 $\downarrow$ 

Both parties sign an Informal Resolution Process consent form acknowledging they understand their rights and are agreeing to participate in the Process.

 $\downarrow$ 

Facilitator meets with Reporting Party\*\* (and their advisor if applicable) to hear about what outcomes the Reporting Party needs/wants.

Ţ

Facilitator meets with Responding Party (and their advisor if applicable) to see if they agree with the outcomes the Reporting Party is requesting, whether they want to alter any of the requested outcomes, and/or whether they refuse to agree with any/some of the requested outcomes.

Ţ

Facilitator continues to meet with Reporting and Responding Parties (and their advisors) separately to see if they can agree on outcomes ◊.

, ,

Both parties agree about the outcomes; Facilitator drafts a written agreement that contains the agreed-upon outcomes, sends a copy to each party.

further in the process.

Facilitator prints final copy of the written agreement; both parties sign the agreement and its terms are effective immediately. The Title IX Coordinator maintains a copy of the agreement and holds parties accountable to it. The matter is now closed and cannot be pursued via the Investigation and Hearing Process.

Informal Resolution Process does not proceed; the Investigation and Hearing Process would begin. The Reporting Party could withdraw their Formal Complaint at any time, thus halting the Grievance Process, if they did not wish to proceed with an investigation.

Parties cannot come to an agreement on the

outcomes OR either party declines to participate

- \* The College maintains discretion to determine whether a matter is appropriate for Informal Resolution. Only under extremely rare circumstances would the CORE Team decide to overrule a Reporting Party's decision to pursue the Informal Process.
- \*\* The Reporting Party and the Responding Party never have to see or have direct communication with each other throughout this process.
- ♦ At any point during the Informal Resolution Process, either party may decide to stop the Informal Resolution Process and initiate the Investigation and Hearing Process.

## **Communication and Support:**

- Title IX Coordinator offers resources and accommodations to both parties throughout the resolution process.
- Title IX Coordinator serves as liaison throughout the process and provides weekly updates to both parties.
- Title IX Coordinator follows up with both parties after the process has concluded and is responsible for ensuring both parties are complying with their agreement (if an agreement is reached).