

# A ROADMAP TO THE TITLE IX PROCESS

To view complete FSU policies, visit:

Student Conduct Code | Title IX Policy  
Anti-Sexual Misconduct Policy

Updated November 28, 2023

## Incident Report Received

Sexual misconduct report received through report.fsu.edu, phone call, email, or a walk-in.

## Outreach

Resource and support letter that includes an offer to meet with Title IX staff for an information session is sent to the Affected Individual.

## Optional Information Session

Rights, options for resolution, resources and support options are explained to the Affected Individual.

## Notice of Investigation and Allegations

The Respondent is notified in writing of the allegations against them including the date, location, and reported behavior as well as the name of the Affected Individual.

## FORMAL ROUTE

### Investigation

The affected individual and the Respondent are provided the opportunity to participate in an interview to provide relevant evidence and the identities of witnesses they wish to have interviewed. The Title IX investigator will attempt to interview identified witnesses and accept relevant evidence those witnesses provide. The investigator will take the information gathered during the investigation and create a written investigation report.

### Parties Review Investigation Report

The Affected Individual, Respondent and their advisors are provided an opportunity to review the investigation report draft and respond.

### SCCS Review of Investigation Report

SCCS reviews the report to identify alleged violations of the Student Conduct Code.

### Notice of Alleged Violation(s)

Written notice will be sent to any complainant(s) or respondent(s) with information including the specific alleged Code violation(s), the date, time, and location of the information session, and any applicable deadlines for submissions.

### Information Session

The complainant or respondent may view all materials related to the case, review procedural standards, and discuss available options for resolution. If a respondent elects to resolve the allegation, and the Student Conduct Authority deems it appropriate, the administrator conducting the session may immediately facilitate a resolution.

### Written Decision

The decision of any hearing or resolution must be presented to the respondent and complainant (if applicable) in writing and within a reasonable period of time after the conclusion of the proceeding. If there is a finding of responsibility, the decision will include any outcomes.

### Hearing

#### INFORMAL HEARING

A respondent may elect to resolve an outstanding violation(s) through an informal hearing if deemed appropriate by the Student Conduct Authority. Informal hearings are typically utilized when there is not conflicting, complex, or additional information that would be best examined through a formal hearing setting.

#### FORMAL HEARING

A formal hearing may be heard by a single hearing administrator, Student Conduct Board, Administrative Hearing Panel, or Residential Conduct Board. For cases that include allegations of sex discrimination or sexual misconduct under the Student Conduct Code or the Title IX Compliance Policy, the formal hearing will be conducted by a single administrator.

## INFORMAL ROUTE

### Information Meeting

Students are provided the information needed to determine whether they would like to resolve a case through the Restorative Resolution process. Each student will receive a copy of the Restorative Resolution Opt-In/Inform after the meeting.

### Planning Meeting

A Facilitator gathers information about the incident and explores the harms, needs, and obligations related to the behavior.

### Restorative Resolution Meeting

All parties are provided the opportunity to share their perspectives on the incident, its impact on themselves and others, and then identify actions to repair or address the harm that has been done.

### Restorative Resolution Agreement

The Facilitator guides the process of drafting a Restorative Resolution Agreement detailing the agreed upon outcomes for the Responsible Party. Cases resolved by a signed Restorative Resolution Agreement are not categorized as a student conduct record at the University.

## YOUR RIGHTS THROUGHOUT THE PROCESS

- Access to an Advisor
- Access to Resources
- Withdraw from Participation

## RESOURCES

### Victim Advocate Program\*

Call 24/7: (850) 644-7161  
Text 24/7: (850) 756-4320

### Counseling and Psychological Services\*

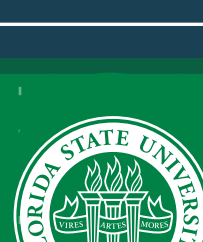
Call 24/7: (850) 644-TALK (8255)

### Case Management Services

Call 24/7: (850) 756-9555

[kNowMORE.fsu.edu](http://kNowMORE.fsu.edu)

\*Confidential



Office of Title IX

### Appeal

The complainant and, if applicable, the respondent have one opportunity to appeal decisions and/or any outcomes issued by a hearing body within five business days of the date of the written decision and outcomes.

### Final Agency Action

The appeal administrator provides findings and recommendations to the Vice Presidents for Student Affairs for review. The Vice President's decision is the final decision of the University and will be communicated in writing within fifteen business days to the respondent and, if applicable, to the complainant.