OUTLINE OF HAMILTON COLLEGE’S SEXUAL MISCONDUCT PROCESS

Student Respondent

Formal complaint filed with the Title IX Coordinator

- Title IX Coordinator meets with Complainant
- Title Coordinator meets with Respondent to provide notice of complaint
- Both parties choose their advisors

Title IX Coordinator may work with both parties to discuss available resources and take interim measures to assure safety.

- Interim measures may include no contact orders and modifications to working, living and/or academic arrangements

Title IX Coordinator assembles Investigation Team

- Investigation Team interviews Complainant, Respondent and witnesses, and gathers any additional information
- Parties and witnesses review and approve their individual summary statements

Investigation materials are reviewed by the Title IX Coordinator and HSMB Chair, and redacted if necessary

- Complainant and respondent review all materials
- Both parties respond in writing within seven days
- Both parties may request to see the other’s response

The Investigation Team writes and submits its final report to the Title IX Coordinator and HSMB Chair.

The HSMB Review Panel receives final report, including all investigation materials, for consideration

The HSMRP may request to meet with the Investigation Team, the parties, or others involved in the investigation

- Both parties have a right to meet with the Review Panel, but only to clarify information already contained in the report

Using the preponderance of evidence standard, the HSMRP determines whether College policy was violated

- Review Panel prepares summary of determination, including findings of fact and rationale for recommended sanction, if applicable

Dean of Students makes the final decision

- Dean of Students and HSMB Chair meet separately with both parties and their advisors to deliver the decision