

## University of Montevallo Title IX Grievance Process

“No person in the United States shall, on basis of sex, be excluded from participation in be denied the benefits of or be subjected to discrimination under any educational program or activity receiving federal financial assistance.” - *Title IX of the Education Amendments of 1972*

### 7 Basic Steps of the Title IX Grievance Process

#### Step 1 Sexual Harassment Reported

A complaint is made and a report is completed. The Title IX Coordinator will determine if the incident falls under Title IX and put any supportive measures in place as deemed necessary.

#### Step 2 Formal Complaint Signed

If the incident falls under Title IX, the Complainant must sign (physically or electronically) a document requesting the University to investigate the allegations. The Title IX Coordinator can also sign the Formal Complaint form.

#### Step 3 Notice of Investigation and Allegations

The Respondent will be notified of the allegations and investigation by the Title IX Coordinator. The notice will include the identity of the parties (if known), conduct allegedly constituting sexual harassment, the date and location of the alleged incident, along with other information.

#### Step 4 Investigation

The Title IX Investigators will meet with the parties to learn their perspective of the incident. During those interviews, evidence and information will be collected which includes, but is not limited to text messages, social media posts, pictures, personal statements, police reports (if any), etc.

#### Step 5 Investigation Report & Evidence Review

Prior to the completion of the investigation report, both parties will have 10 days to review the evidence and investigation report and submit a written response. Once the investigation report has been finalized, the parties will receive it at least 10 days prior to the date of the hearing.

#### Step 6 Live Hearing with Cross-Examination

A Live-Hearing will take place and each party will have an Advisor of their choice or University assigned Advisor to cross-examine the other parties. The Title IX Hearing Panel will hear from each party and determine if a violation of policy occurred.

#### Step 7 Appeal and Final Decision

Both parties have the right to appeal the decision of the Title IX Hearing Panel. The Appellate Officer will make a decision based on the appeal grounds and their decision will be final.

If you have questions, please email [titleix@montevallo.edu](mailto:titleix@montevallo.edu) or call 205-665-6250



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