

University Title IX Investigation Procedures

Incident Reported to OTIX

Complaint Submitted to OTIX

Title IX Coordinator reviews Incident Report and assess the following:

Title IX/Sex Based/Sexual Misconduct > Jurisdiction > Safety and Risk Concerns > Support Measures > Initiate Investigation

Title IX Coordinator reviews Complaint and assess the following:

Title IX/Sex Based/Sexual Misconduct > Jurisdiction > Safety and Risk Concerns > Support Measures > Informal Resolution

Pre-Investigation Steps

Notice of Investigation is sent to Complainant and Respondent

Title IX Coordinator separately holds an Administrative Meeting with Complainant and Respondent to discuss

- The Investigation Process
- The parties' rights, support resources and available options
- Address requests for support measures (i.e. No Contact, Housing, or Academic)
- Discuss alternative investigation options (i.e. law enforcement or informal resolution) and the differences
- Right to Hearing Advisor and available options

Investigation

Gather Evidence

Conduct Interviews/Request Information

Attach Evidence (Interview Statements and Information Gathered)

Investigation Summary Report Created

Complainant and Respondent Review summary report and evidence gathered

Title IX Grievance Hearing Held

Decision of Responsibility Determined

Sanctions Imposed

Appeal Period

Must be written and submitted within five (5) business days after receipt of decision

Grounds for appeal include:

1. Procedural irregularity
2. New evidence not reasonable available
3. Conflict of Interest (Title IX Coordinator, Investigator, Hearing Officers)

The Case Is Closed

For full policies and procedures, please refer to:

www.tsu.edu/titleix



TEXAS SOUTHERN UNIVERSITY
Office of Title IX