Complainant files complaint in person or through online reporting system to one of the entities defined by an arrow

Campus administrator or supervisor receives complaint

Appears to be a 1B.1 issue

Matter is referred to an appropriate campus resource

Does not appear to be a 1B.1 issue

Designated Officer* receives complaint & conducts preliminary investigation. Goal is to make the offensive behavior stop.

No basis to proceed exists

Case closed. Designated Officer notifies Complainant and Respondent

Reasonable cause exists

Comprehensive investigation occurs & report written

Complainant, Respondent, & Designated Officer notified

Decisionmaker* determines whether policy violation occurred

Policy violation exits

Decisionmaker notifies Complainant, Respondent and Designated Officer. Sanction is implemented.

No policy violation exists

Either party may appeal to President within 10 days to based on factors such as procedural error, new evidence or severity of sanction. Investigator notifies other party.

President makes decision and notifies Complainant, Respondent & Designated Officer.

Informal Resolution: Designated Officer intervenes to stop offensive behavior.

1. Meets with complainant and respondent
2. Informs parties of process & options
3. Offers options for informal/developmental resolution.
4. Informal resolution successful & documented in writing & signed by both parties.

Informal Resolution Successful

Informal Resolution Unsuccessful

*Designated Officer: Title IX Coordinator – Debra Peterson, Deputy 315, 755-4121; dpeterson@bemidjistate.edu

*Decision Maker: Deans, vice Presidents or Designees

Typically 60 days are allowed for investigation completion.