

OLIN COLLEGE SEXUAL AND INTERPERSONAL MISCONDUCT REPORTING PROCESS FLOWCHART (page 1)

Olin College's Sexual and Interpersonal Misconduct Policy was developed to reaffirm the values of our community and to provide transparency about Olin's sexual and interpersonal misconduct adjudication processes. It is meant to prevent and respond to incidents of Sexual and Interpersonal Misconduct.

The Policy applies to students, staff, and faculty. The process described is a non-legal process that is meant to provide support and resources to individuals involved, to implement appropriate supportive measures, and, when requested and appropriate, determine whether a college community member is responsible for violating the Policy.

This flow chart is meant to provide a general overview of supportive and grievance process options. Note that each situation is unique and the specific path taken will vary depending on the circumstances of each particular situation. For detailed information about the Sexual Misconduct Policy, the specific terms of which control over the summary provided here, go to <https://www.olin.edu/about/titleIX/policies>.

Who's Who and What's What?

The **Title IX Coordinator (TIXC)** is an employee of Olin trained to implement Olin's Sexual and Interpersonal Misconduct policy (**The Policy**). They are available to provide resources to Complainants and Respondents, work with Complainants and Respondents to navigate the Sexual and Interpersonal Misconduct Policy and their options for support and resolution & oversee implementation of the Title IX process. Justin Bell (jbell@olin.edu) is the TIXC; Guilene Prepetit (gprepetit@olin.edu) is the Deputy TIXC.

The **Confidential Resource Provider (CRP)** is an employee of the college who is not a Mandatory Reporter, and who is available to provide resources on a confidential basis to Complainants. The current CRPs are Francie Mantak (fmantak@olin.edu) and Jon Adler (jadler@olin.edu).

A **Complainant** is an individual who reports that they have experienced conduct that may have violated Olin's Sexual and Interpersonal Misconduct Policy.

A **Respondent** is an individual who is reported to have violated Olin's Sexual and Interpersonal Misconduct Policy.

Parties is a way to refer to the Complainant and Respondent collectively.

A **Reporting Party** is an individual, who has not experienced but is aware of conduct that may have violated Olin's Sexual and Interpersonal Misconduct Policy, and who may file a report under the Policy.

Supportive Measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to a Complainant or Respondent, before or after the filing of a formal complaint, or where no formal complaint has been filed. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The college will maintain as confidential any supportive measures provided to a Complainant or Respondent, to the extent that maintaining such confidentiality would not impair the ability of the college to provide the supportive measures.

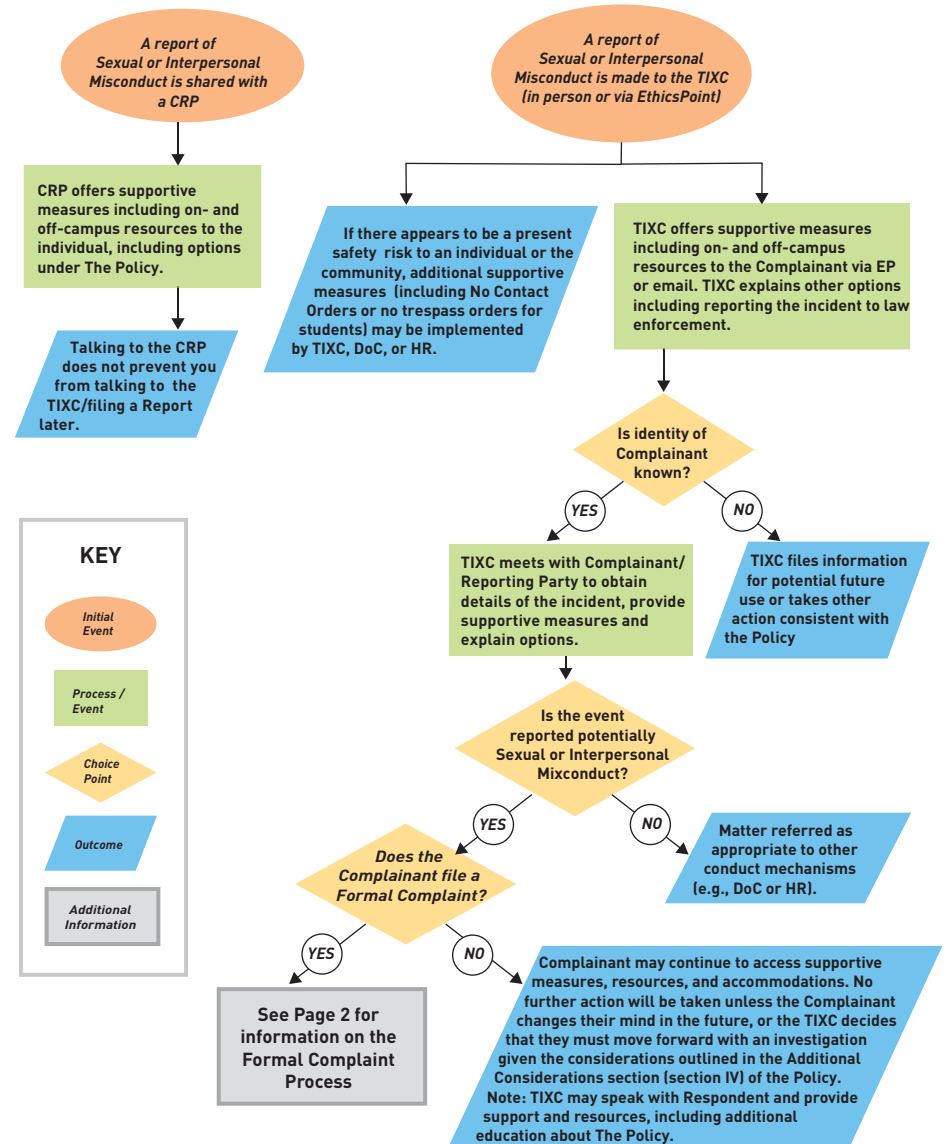
A **Mandatory Reporter** is an employee of the college who is required to report potential Policy violations that they have observed or that were reported to them. A list of Olin's Mandatory Reporters can be found at: <https://www.olin.edu/about/titleIX/policies>.

EthicsPoint (EP) is a confidential reporting tool system that stores reports of Sexual and Interpersonal Misconduct and that Complainants can submit reports through. It allows the TIXC to send messages to known or anonymous Complainants.

Note: The **Dean of the College (DoC)**, in the case of student involvement, may work closely with the TIXC and CRP to implement supportive measures and sanctions. In the case of employee-involved incidents **Human Resources (HR)** may be involved.

Note: In certain cases, the Title IX Coordinator may sign a formal complaint of Title IX Sexual Harassment or initiate an investigation of Non-Title IX Misconduct, even if the Complainant decides not to file a formal complaint or the Complainant is not actively involved in filing the formal complaint. In deciding whether to sign a formal complaint, the Title IX Coordinator will consider the facts of the specific case and will consider the factors set forth in section IV. **ADDITIONAL CONSIDERATIONS** in the Olin College Sexual and Interpersonal Misconduct and Title IX Policy.

REPORTING PROCESS



KEY

Initial Event

Process / Event

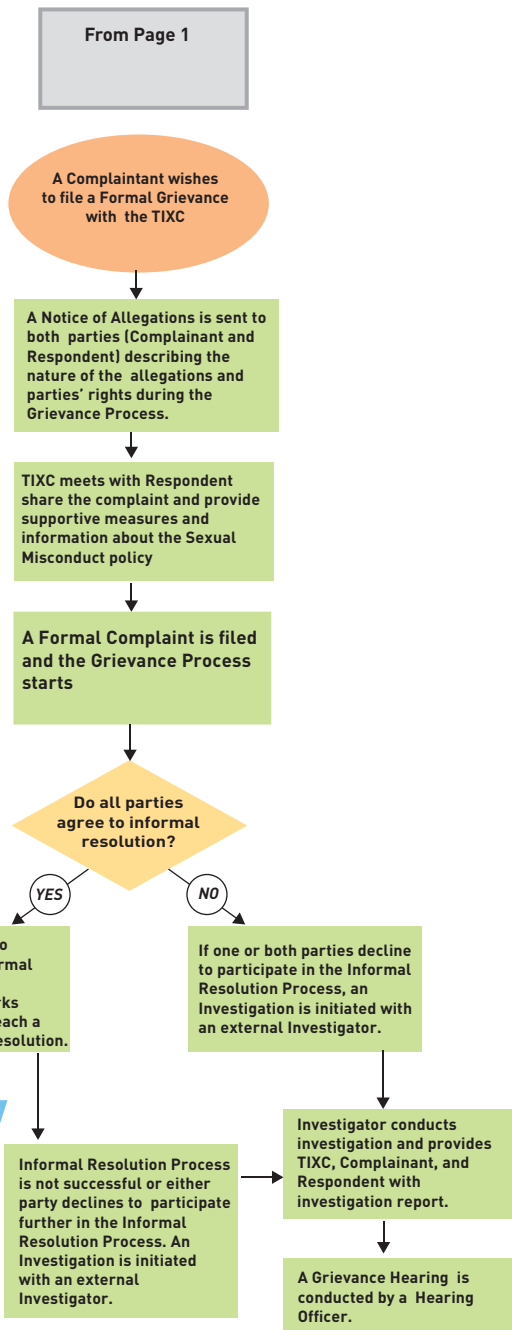
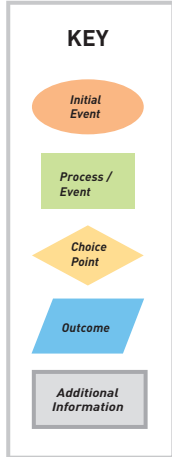
Choice Point

Outcome

Additional Information

OLIN COLLEGE SEXUAL AND INTERPERSONAL MISCONDUCT REPORTING PROCESS FLOWCHART (page 2)

GRIEVANCE PROCESS (Formal Complaint)



Who's Who and What's What? (Grievance / page 2)

The **Title IX Coordinator (TIXC)** is an employee of Olin (Justin Bell is the current TIXC; Guilene Prepetit is the Deputy TIXC) trained to implement the Sexual and Interpersonal Misconduct policy. They are available to provide resources to Complainants and Respondents, work with Complainants and Respondents to navigate the Sexual Misconduct Policy & their options for support and resolution & oversee implementation of the Title IX process.

A **Complainant** is an individual who reports that they have experienced conduct that may have violated Olin's Sexual and Interpersonal Misconduct Policy.

A **Respondent** is an individual who is reported to have violated Olin's Sexual and Interpersonal Misconduct Policy.

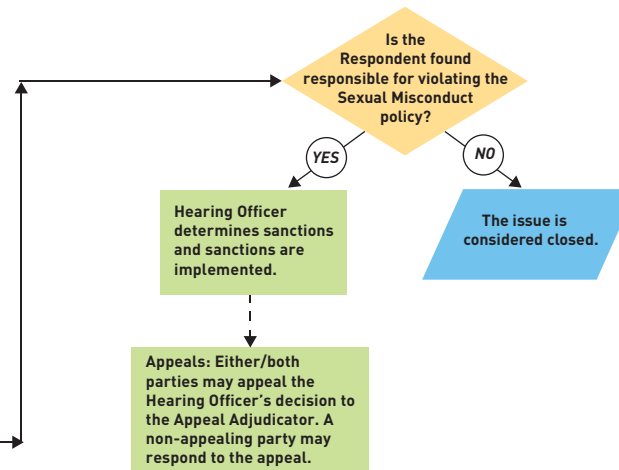
Parties is a way to refer to the Complainant and Respondent collectively.

Informal Resolution approaches are chosen based on the wishes of the Parties and the nature of the event. Restorative justice practices are a form of informal resolution that may be employed.

Supportive Measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to a Complainant or Respondent, before or after the filing of a formal complaint, or where no formal complaint has been filed. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The college will maintain as confidential any supportive measures provided to a Complainant or Respondent, to the extent that maintaining such confidentiality would not impair the ability of the college to provide the supportive measures.

Note: The **Dean of the College (DoC)**, in the case of student involvement, may work closely with the TIXC and CRP to implement supportive measures and sanctions. In the case of employee-involved incidents **Human Resources (HR)** may be involved.

Note: In certain cases, the Title IX Coordinator may sign a formal complaint of Title IX Sexual Harassment or initiate an investigation of Non-Title IX Misconduct, even if the complainant decides not to file a formal complaint or the complainant is not actively involved in filing the formal complaint. In deciding whether to sign a formal complaint, the Title IX Coordinator will consider the facts of the specific case and will consider the factors set forth in section IV. **ADDITIONAL CONSIDERATIONS** in the Olin College Sexual and Interpersonal Misconduct and Title IX Policy



NOTE: If the Respondent takes responsibility for the alleged violations at any time during the Grievance or Hearing process, the sanction process is initiated. Complainant can usually withdraw their Formal Complaint at any time, thus halting the Grievance Process.

Note: If the Respondent takes responsibility, Informal Resolution may still be an available option if both parties agree to it.