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 (jjbell@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.
If one or both parties decline to participate in the Informal Resolution Process, an Investigation is initiated with an external Investigator.

Do all parties agree to informal resolution?

If both parties agree to participate in the Informal Resolution Process, a trained facilitator works with both parties to reach a mutually agreeable resolution.

Informal Resolution Process is successful. Both parties agree about the outcomes; sign the written agreement drafted by the Facilitator. Matter is closed.

If one or both parties decline to participate in the Informal Resolution Process, an Investigation is initiated with an external Investigator.

Investigator conducts investigation and provides TIXC, Complainant, and Respondent with investigation report.

A Grievance Hearing is conducted by a Hearing Officer.

Appeals: Either/both parties may appeal the Hearing Officer's decision to the Appeal Adjudicator. A non-appealing party may respond to the appeal.

Is the Respondent found responsible for violating the Sexual Misconduct policy?

YES

The issue is considered closed.

Investigator determines sanctions and sanctions are implemented.

A Grievance Hearing is conducted by a Hearing Officer.

Hearing Officer determines sanctions and sanctions are implemented.

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

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.

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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.