INITIAL REPORT
Made to Civil Rights Coordinator
740-427-5820

INITIAL MEETINGS AND ASSESSMENT
Civil Rights Coordinator meets with complainant concerning interim measures and next steps. Then, as appropriate, meets with respondent concerning interim measures and provides information about next steps.

DETERMINATION
No action required.

INTERIM MEASURES
When appropriate, parties may agree to an informal resolution.

INFORMAL RESOLUTION
No further action
Complaint is satisfied.

INVESTIGATION
Civil Rights Coordinator determines initial charges to be investigated by a team of two investigators. Investigation takes about 45 days.

INTERVIEWS AND INFORMATION GATHERING
Factual witnesses, electronic communications, notes, medical information, etc. collected. Complainant and Respondent may submit information to investigators.

INITIAL INVESTIGATIVE REPORT PRODUCED
Complainant and Respondent have the right to review the report before it is finalized and may submit additional comments and/or evidence within 5 business days.

FINAL REPORT AND DECISION
Investigators determine by a preponderance of the evidence whether respondent is responsible for charges alleged.

RESPONSIBLE
Investigators determine a policy violation did occur.

NOT RESPONSIBLE
Investigators determine no policy violation occurred.

ADJUDICATION
Adjudicator determines based on 9 criteria and issues a sanction(s).

APPEAL PROCESS
May be requested by either party.

FINAL DECISION
Made within 10 business days of decision or final appeal.

For more information on the Office for Civil Rights, visit kenyon.edu/directories/offices-services/ocr or call 740-427-5820.