POLICY & PROCEDURES

STUDENT INVESTIGATION PROCESS FLOWCHART*

CLAIMANT: INTERVIEW
Informed of policy and process. C provides details of allegations. C is asked about witnesses and any other evidence.

C gets statement for review, comments, questions

C feedback is reviewed, and relevant info is incorporated into statement

RESPONDENT: 1ST MEETING
Informed of policy and process. R is provided with information about the allegations.

R gets statement for review, comments, questions

R feedback is reviewed, and relevant info is incorporated into statement

RESPONDENT: 2ND MEETING
R responds to allegations. R is asked about witnesses and any other evidence.

WITNESS: INTERVIEW
Informed of policy and process. Relevant witnesses are identified by C and R, and by other witnesses. Office for Institutional Equity may also identify relevant witnesses.

W sent statement for review and comment

W feedback is reviewed and relevant info is incorporated

OTHER EVIDENCE
Other relevant evidence is gathered and reviewed. Includes evidence provided by C, R, W or identified by OIE. Includes but is not limited to social media, texts, emails, photos, videos, etc.

OTHER EVIDENCE
Other relevant evidence is gathered and reviewed. Includes evidence provided by C, R, W or identified by OIE. Includes but is not limited to social media, texts, emails, photos, videos, etc.

PRELIMINARY REPORT
Report is sent to C and R for review, comments, and questions. (contains all relevant evidence, including relevant portions of C, R and W statements and other evidence gathered)

C and R feedback is reviewed. Additional investigation as warranted

No additional investigation. No relevant information added to Preliminary Report

Additional investigation undertaken and relevant information added to Preliminary Report

C gets statement for review, comments, questions

Report issued to Office of Student Conflict Resolution (OSCR) and shared with all parties. Sanctions applied as appropriate

Appeal to external reviewer is accepted or modified by VP of Student Life

NOTE: In the charts below, the following abbreviations are used: C = Claimant R = Respondent W = Witness(es)

*This process can be modified, as appropriate. In addition, the interviews and evidence gathering described above do not always occur in the order illustrated.