



# MICHIGAN STATE UNIVERSITY'S RELATIONSHIP VIOLENCE & SEXUAL MISCONDUCT & TITLE IX PROCESS

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## SUPPORT & INTAKE

The Office for Civil Rights (OCR) reviews all reports for potential policy violation(s) and provides outreach to the impacted person(s). If there are immediate safety concerns or additional reporting obligations, OCR coordinates with appropriate partners to address them.

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## CLAIMANT OPTIONS

Options for supportive and/or interim measures and resolution are offered to the impacted person (claimant). Examples of supportive measures include no contact directives, deadline extensions, housing changes and work schedule adjustments.

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## FORMAL COMPLAINT

The claimant (or Title IX Coordinator) can choose to file a formal complaint. This begins the formal grievance process, which includes: investigation, hearing, and appeal. The formal complaint and notice of investigation are issued in writing to the claimant(s) and the individual reported to have engaged in the prohibited conduct (respondent). Claimant(s) and respondent(s) each may have one advisor (provided by the university at no cost) and one support person present throughout the process. Additionally, supportive measures are available to both the claimant(s) and respondent(s).

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## INVESTIGATION & HEARING

During the investigation, the claimant(s) and respondent(s) have an opportunity to present their information in separate interviews with an investigator. Investigations can be expected to be completed within 90 days. At the conclusion of the investigation, the investigator's report is submitted to the parties and the decision maker (Resolution Officer). In most instances, a hearing (a virtual proceeding) is then convened by a Resolution Officer (RO).

During the hearing, there is an opportunity for questions to clarify the facts of the case. Within 20 days of the hearing, the RO issues a written decision of whether the respondent is "responsible" or "not responsible" for violating the policy.

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## FINAL RESOLUTION

Both the claimant(s) and respondent(s) have an opportunity to submit an appeal to the Equity Review Officer (ERO) within 10 business days of the Resolution Officer's (RO) decision. If an appeal is filed, the other party and RO will have 10 days to respond. Within 18 days of receiving the responses, the ERO issues their decision to the claimant(s) and respondent(s). If an appeal is not submitted, the RO's decision is final.

*\*Each of these timeframes can be extended for good cause based on the the circumstance of each case.*



For more information, including MSU's RVSM & Title IX policy, or to make a report, visit [civilrights.msu.edu](http://civilrights.msu.edu) or scan the QR code.

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Office for Civil Rights and  
Title IX Education and Compliance  
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