



POLICIES *and* PROCEDURES

Board of Trustees Policy Number:
EOP 12.01

Date of Adoption/Revision:
1/24/2014

SUBJECT	TITLE IX GENERAL POLICY
AUTHORITY	Office of the President
APPLICABILITY	This policy applies to all constituents of the College.
PURPOSE	Title IX of the Education Amendments of 1972 and certain other federal and state laws prohibit discrimination on these bases in education programs and activities operated by Bennett College. Bennett College complies with the requirements of Title IX of the Education Amendments of 1972, 20 U.S.C. Sec. 1681, et seq., and subsequent regulations, which prohibits discrimination on the basis of sex in all programs and activities receiving federal financial assistance. Bennett College receives such assistance and complies with this law and its implementation of regulation at 34 C.F.R. Part 106 (http://www2.ed.gov/policy/rights/reg/ocr/edlite-34cfr106.html).
POLICY	<p>Bennett College prohibits discrimination on the basis of age, color, creed, disability, gender, national origin, race, religion, genetic information, sex or veteran's status in regard to the administration of all campus programs, services, and activities including intercollegiate athletics, and the admission of students, employment actions, or other sponsored activities.</p> <p>In accordance with Title IX of the Education Amendments of 1972, sexual harassment, which includes acts of sexual violence and is a form of sexual discrimination, is prohibited by this policy.</p>
PROCEDURES	<ul style="list-style-type: none"> A. College: The College promptly and thoroughly investigates and resolves complaints alleging sex discrimination, sexual harassment, and sexual violence. B. Office of Disability Services: The office of Disability Services and Title IX Coordinator are responsible for developing procedures for communicating, monitoring, and reporting activities to ensure compliance with this policy. C. Faculty, Staff & Administrators: Bennett College faculty, staff, and administrators are responsible for reporting actions that violate or potentially violate the provision of Title IX. D. Students: Student complaints of student-on-student violations should be addressed to the Director of Campus Life and Student Activities. <p>Complaint Resolution Guidelines</p>

1. **Investigation** - All reports of conduct will be promptly and thoroughly investigated.
2. **Support Person/Legal Counsel** - During the investigation process, both the complainant and the respondent may ask a non-attorney support person from the College community to accompany him or her. The support person must be a member of the College community (faculty, staff, or student), cannot be a family member, and cannot be a potential witness in the matter, or another complainant or respondent in the same or a related matter. Since investigations are internal College proceedings, the persons involved may not have legal counsel present at any interview during the investigation. The support person does not serve as an advocate on behalf of the complainant or respondent, and he or she must agree to maintain the confidentiality of the investigative process. Witnesses and others involved in an investigation are not entitled to have a support person accompany them to interviews.
3. **Confidentiality** - All participants in an investigation will be advised that they should keep the complaint and the investigation confidential. However, the College cannot promise total confidentiality in its handling of discrimination and harassment complaints. Each situation is reviewed as discreetly as possible, with information shared only with those who need to know about it in order to investigate and resolve the problem.
4. **Resolution** - At the conclusion of an investigation, the investigator will determine whether the preponderance of the evidence indicates that the respondent violated the Policy on Discrimination and Harassment. The investigator will provide his or her conclusions and any recommended actions to the appropriate College office.

When a violation of the Policy on Discrimination and Harassment is found, the College's response is based on several factors, including the severity of the conduct, and aims to prevent problems from recurring. In addition, the College may recommend steps to address the effects of the conduct on the complainant and others. Violators of the policy will be subject to disciplinary action, up to and including termination of employment, in accordance with relevant College policies and/or procedures and other requirements set forth in the Staff Handbook, Faculty Handbook, or Student Handbook.

5. **Appeals** - The complainant or respondent may request a reconsideration of the case in instances where he or she is dissatisfied with the outcome. The appeal must be made within ten (10) business days of the party's receipt of the investigator's written notification of the conclusion of the investigation. An appeal must be in writing, submitted to one of the individuals listed below, as appropriate, and specify the substantive

and/or procedural basis for the appeal. The appropriate individual below will review the appeal and issue a written decision, which shall be final and not subject to further appeal. The decision will be issued within a reasonable period of time, generally no longer than ninety (90) days after receipt of the appeal.

An appeal by an employee or third party should be addressed to:

Director of Human Resources
336 517-2109

An appeal by a student should be addressed to:

Campus Life and Student Activities
336 517 2200

An appeal by a faculty member should be addressed to:

Provost
336 517-2154

Replaces policy:

Date