



Annual Report:  
Institutional Response to  
Sexual and Gender-Based Misconduct

July 1, 2023 - June 30, 2024

Equity, Civil Rights and Title IX Office  
October 1, 2024



# EQUITY, CIVIL RIGHTS AND TITLE IX OFFICE

UNIVERSITY OF MICHIGAN-DEARBORN

October 1, 2024

To Members of the University of Michigan-Dearborn Community:

The Equity, Civil Rights and Title IX Office (ECRT) continues to offer transparency in its work in preventing and addressing sexual and gender-based misconduct, including issuing this annual report, which is now in its sixth year. This document outlines the number of reports of sexual and gender-based misconduct brought to the University's attention over the past year and how those reports were addressed. ECRT shares this information because it is important to acknowledge that these behaviors occur within our community and describe how the University responds to sexual and gender-based misconduct.

The information in this report represents the collaborative effort of many campus partners working together to effectively address reports of sexual and gender-based misconduct. Reports were addressed consistent with the [University of Michigan Policy on Sexual and Gender-Based Misconduct](#) and related procedures.

The University continues to encourage every member of our community with concerns about sexual or gender-based misconduct to reach out, whether by contacting a [confidential resource](#) for support and other services, the [Equity, Civil Rights and Title IX Office](#) for information about resources and options available under the University's policies and processes, the [Department of Public Safety](#) for a response from the criminal justice system, or a combination of these options.

This document is intended to provide insight into how reports of sexual and gender-based misconduct have been handled. Information is provided in a manner that balances the educational benefit of sharing as much information as is appropriate about these matters while at the same time respecting the privacy of those involved.

Thank you for reading this report and for your attention to this important issue.

Sincerely,

A handwritten signature in blue ink that reads 'Pamela Heatlie'.

Pamela Heatlie  
Director, Equity, Civil Rights and Title IX Office and  
Title IX Coordinator

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## Executive Summary

This annual report details action taken by the Equity, Civil Rights and Title IX Office (ECRT) in response to the 48 reports of sexual and gender-based misconduct that it received from July 1, 2023 through June 30, 2024. Of the 48 reports, 15 were reports about faculty and staff, 15 were reports about students, and 18 were reports about a third party.

Each report was carefully assessed to determine an appropriate response and every complainant whose identity was known was provided with information about resources, options, and the availability of supportive measures.

With respect to the 15 reports about faculty and staff:

- Ten matters were closed because the University could not proceed further, although action such as informational/educational conversations occurred when appropriate.
- Two matters proceeded to investigation. Both cases resulted in a finding that the Policy had been violated. No appeals were filed and corrective action was taken.
- Two matters were reviewed and did not proceed to investigation.
- One matter was referred to another office and did not involve the Dearborn campus.

With respect to the 15 reports about students:

- Thirteen matters were closed pending more information that would allow the University to move forward or at the complainant's request, which could be honored.
- One matter was referred for adaptable resolution, but the process did not move forward at the complainant's request.
- One matter was referred to Student Affairs to determine whether the behavior violated the Code of Nonacademic Conduct.

Regarding the 18 reports about third parties:

- Fourteen matters were closed because ECRT could not move forward either because the respondent was not identified, the Policy did not apply, or at the complainant's request, which could be honored.
- Four matters involved students from other educational institutions. Each matter was referred to the Title IX Coordinator at the relevant institution for appropriate follow up.

## Applicable Policies and Title IX Coordinator

Reports of sexual and gender-based misconduct by employees, students and third parties are addressed under the [Policy on Sexual and Gender-Based Misconduct](#) (the Policy) and related [student and employee/third party procedures](#).<sup>1</sup> In addition to prohibiting sexual and gender-based misconduct, the Policy also prohibits retaliation, as does the University's [Protection from Retaliation](#) policy.

The Equity, Civil Rights and Title IX Office houses the Title IX Coordinator and is responsible for addressing reports of potential violations of the Policy. All members of the University community are encouraged to reach out to the Title IX Coordinator with any questions or concerns they may have:

Title IX Coordinator

Director, Equity, Civil Rights and Title IX Office and Title IX Coordinator

1114 Administration Building

4901 Evergreen Road Dearborn, MI 48128

(313) 436-9194

[ECRT-Dearborn@umich.edu](mailto:ECRT-Dearborn@umich.edu)

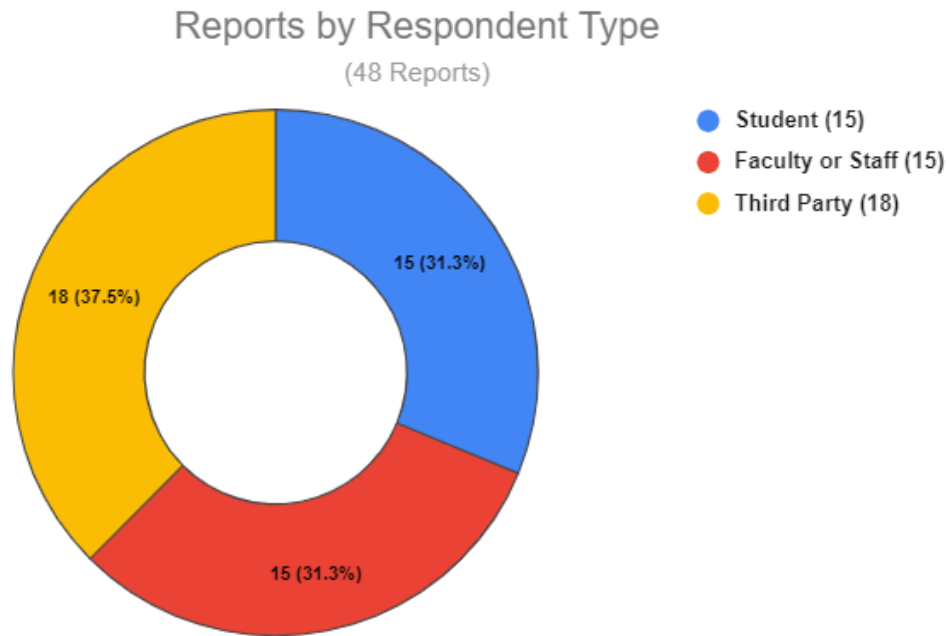
## Number and Type of Reports Received

This year, ECRT received 48 reports of possible sexual and gender-based misconduct by faculty, staff, third parties and students, compared to 39 received the previous year.<sup>2</sup>

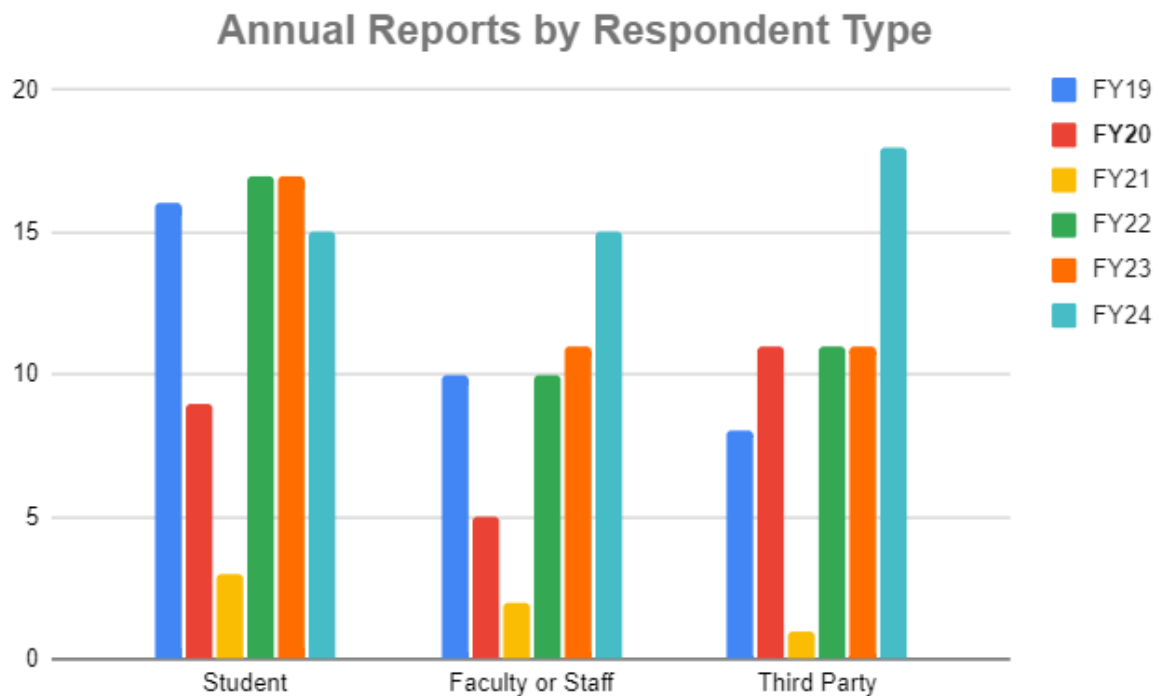
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<sup>1</sup> The [Violence in the University Community](#) policy (SPG 601.18) applies to reports of stalking by faculty, staff and third parties that are not covered by the Policy (i.e., have no basis in romantic or sexual interest). Human Resources ("HR") is generally responsible for addressing matters arising under the Violence in the University Community policy. When reported behavior implicates both policies, ECRT and HR work collaboratively to resolve the concerns.

<sup>2</sup> This annual report identifies the total number of sexual misconduct concerns that were reported during the past fiscal year, and is likely to differ from statistics provided in the University's [Annual Security Report and Annual Fire Safety Report](#). This is because these two reports are counting different matters and covering different timeframes. As required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), the Annual Security Report contains the reported number of certain types of crimes, as defined by the FBI Uniform Crime Reporting (UCR) Program, that occurred in particular geographic locations during the calendar year. Some of the incidents referenced in this annual ECRT report, while falling under the definitions contained in the Policy, do not fall within the federal definitions used for the purposes of reporting in the Annual Security Report, which results in a disparity between the data reported in this annual report and the Annual Security Report. Further, the numbers will differ because the two reports contain information from different time periods (i.e., this document reports data by the University's fiscal/academic year, while the Annual Security Report reports data by calendar year).



The above chart shows the number of reports by respondent type (student, employee or third party). The chart immediately below shows the number of reports received annually regarding students, employees and third parties since the 2018-2019 academic/fiscal year.



The University encourages every member of our campus community to report sexual and gender-based misconduct. A report may be made by a person who has experienced, witnessed, heard about or otherwise has knowledge of the behavior. We encourage reporting because it allows the University to provide for the safety and well-being of both individual community members and the overall campus community. It also allows us to provide resources and support for those impacted by the reported misconduct, even when the behavior at issue does not fall within the University's policies. There are a variety of ways to report concerns about sexual and gender-based misconduct, including [online](#) or by contacting ECRT at (313) 436-9194 or [ECRT-Dearborn@umich.edu](mailto:ECRT-Dearborn@umich.edu).

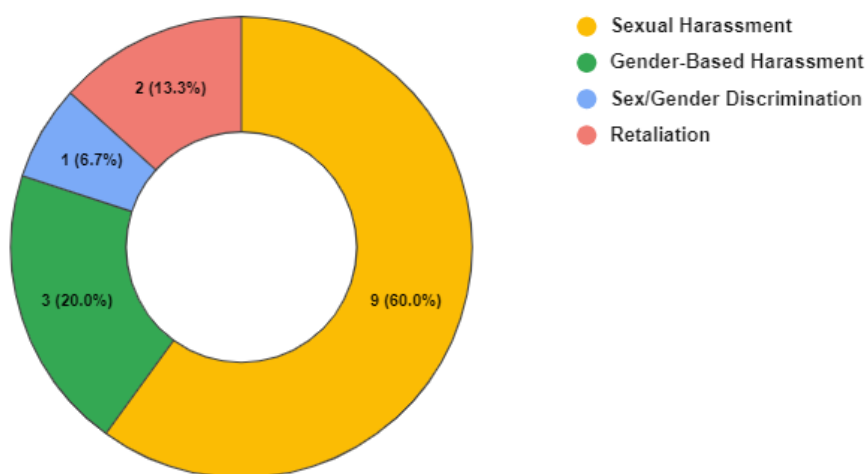
#### a. Reports with Faculty or Staff Respondents

Of the 48 reports received this past fiscal year, 15 raised concerns about faculty or staff members and collectively represented 15 possible policy violations.

The 15 possible policy violations that were reported, are:

- 0 reports of sexual assault
- 0 reports of sexual exploitation
- 9 reports of sexual harassment
- 3 reports of gender-based harassment
- 0 reports of stalking<sup>3</sup>
- 0 reports of intimate partner violence
- 1 report of sex or gender-based discrimination
- 2 reports of retaliation
- 0 reports of violation of interim measures

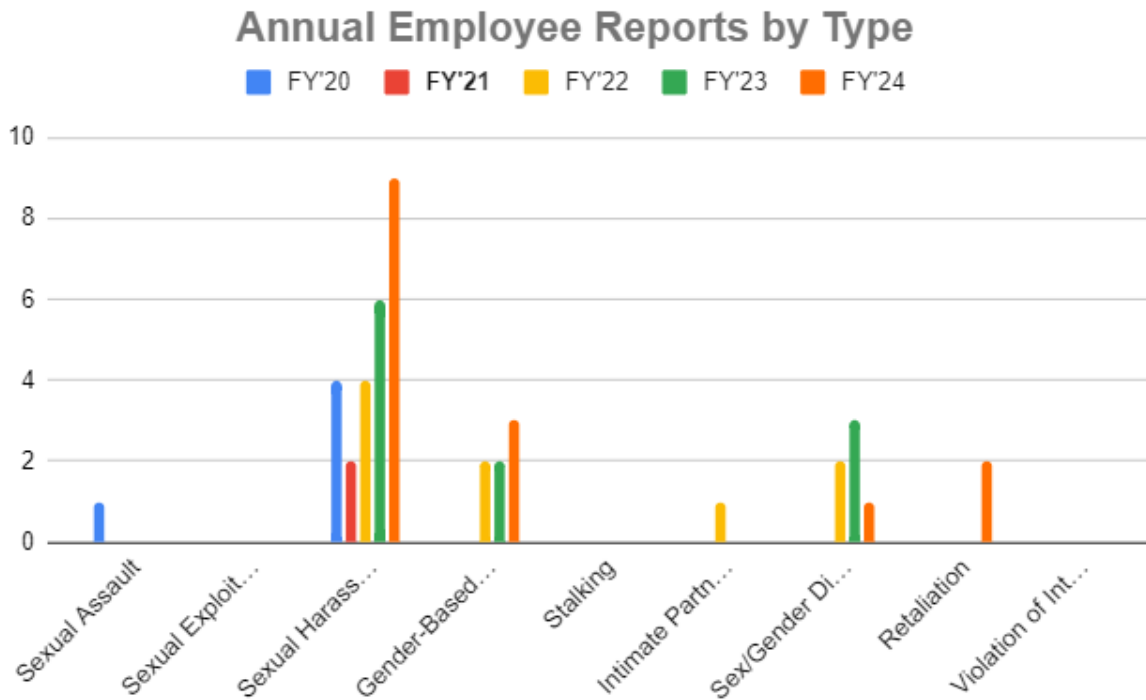
**Types of Reports - Employee Respondents**  
(15 Possible Policy Violations)



<sup>3</sup> ECRT was also made aware of one report of stalking involving two employees, but the matter was not romantic or sexual in nature. The matter was addressed by other offices within the institution.



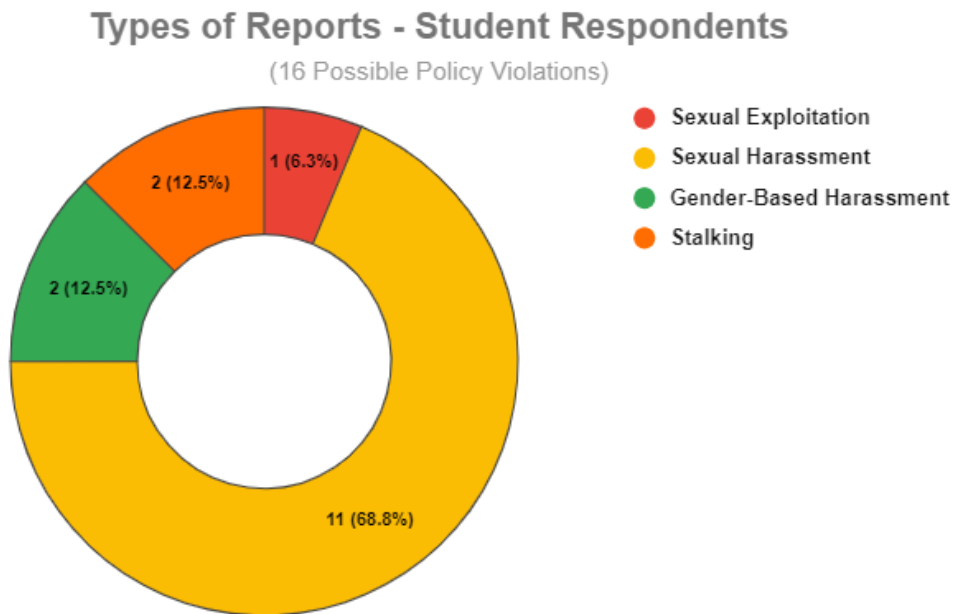
ECRT has been collecting data about reports of sexual and gender-based misconduct for six years. The following chart represents reporting trends involving faculty and staff respondents over the past five years.<sup>4</sup>



<sup>4</sup> University policy definitions related to employee conduct changed after academic/fiscal year 2018-2019. Due to the different definitions in the prior SPG versus the current Policy, comparative data is not available and, as such, although 2018-2019 data was collected, it does not appear on the above chart.

## b. Reports with Student Respondents

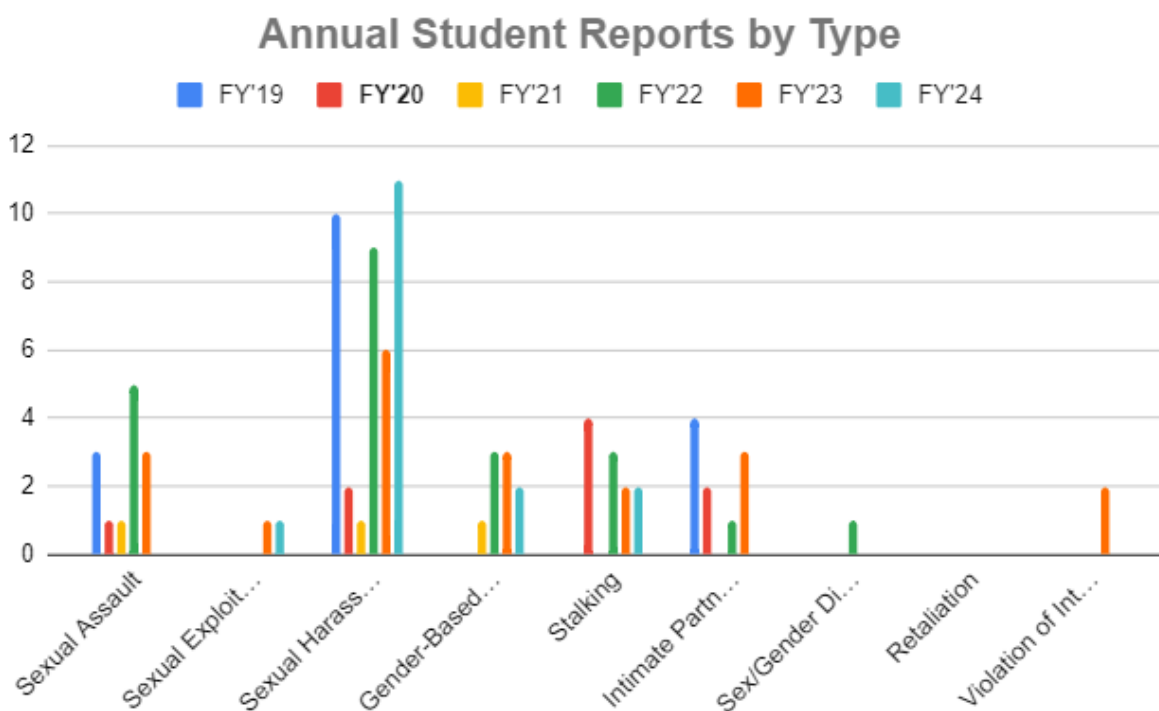
ECRT received 15 reports of possible sexual/gender-based misconduct by students. Some of the reports concerned behavior that could represent more than one type of misconduct, such as a report of stalking that also described behavior that could constitute sexual exploitation.



For this reason, although there were 15 reports, ECRT addressed 16 possible policy violations as listed below and shown in the chart above:

- 0 reports of sexual assault
- 1 report of sexual exploitation
- 11 reports of sexual harassment
- 2 reports of gender-based harassment
- 2 reports of stalking
- 0 reports of intimate partner violence
- 0 reports of sex and gender-based discrimination
- 0 reports of retaliation
- 0 reports of violation of interim measures

The below chart shows reporting trends for student matters over the past five years.

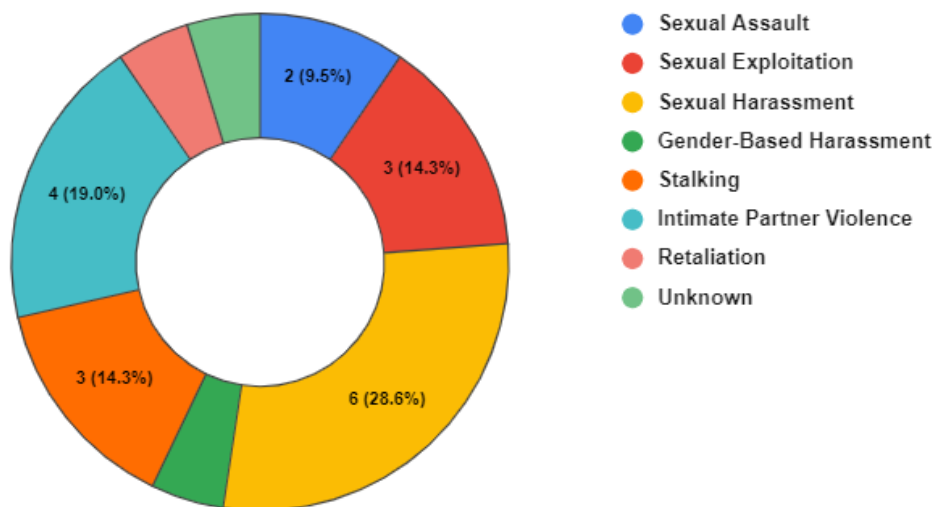


#### c. Reports with Third Party Respondents <sup>5</sup>

ECRT received 18 reports this past academic/fiscal year involving third parties.

A third party may be a visitor to campus, a vendor on campus, or somebody who has no connection to the University (e.g., a student reporting concerns about an experience they had off campus with a person

**Types of Reports - Third Party Respondents**  
(21 Possible Policy Violations)

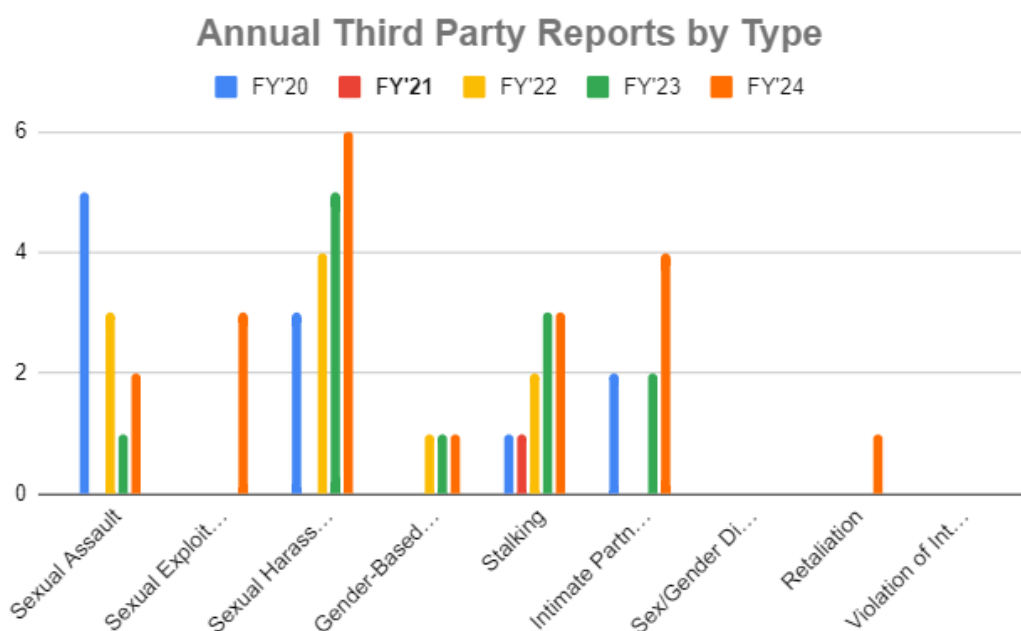


<sup>5</sup> When ECRT is unable to determine the identity of the respondent or whether that person had any connection to the University or a University program or activity, the matter is categorized as a report against a third party.

who has never attended or been employed by the University). Although 18 reports were received, some reports involved more than one type of possible sexual or gender-based misconduct. For this reason, although there were 18 reports, ECRT addressed 21 possible policy violations by third parties, as shown on the above chart and in the below list:

- 2 reports of sexual assault
- 3 reports of sexual exploitation
- 6 reports of sexual harassment
- 1 report of gender-based harassment
- 3 reports of stalking
- 4 reports of intimate partner violence
- 0 reports of sex and gender-based discrimination
- 1 report of retaliation
- 0 reports of violation of interim measures
- 1 report of unknown sexual misconduct<sup>6</sup>

The following chart shows annual reporting trends as it relates to third parties over the past five years:<sup>7</sup>

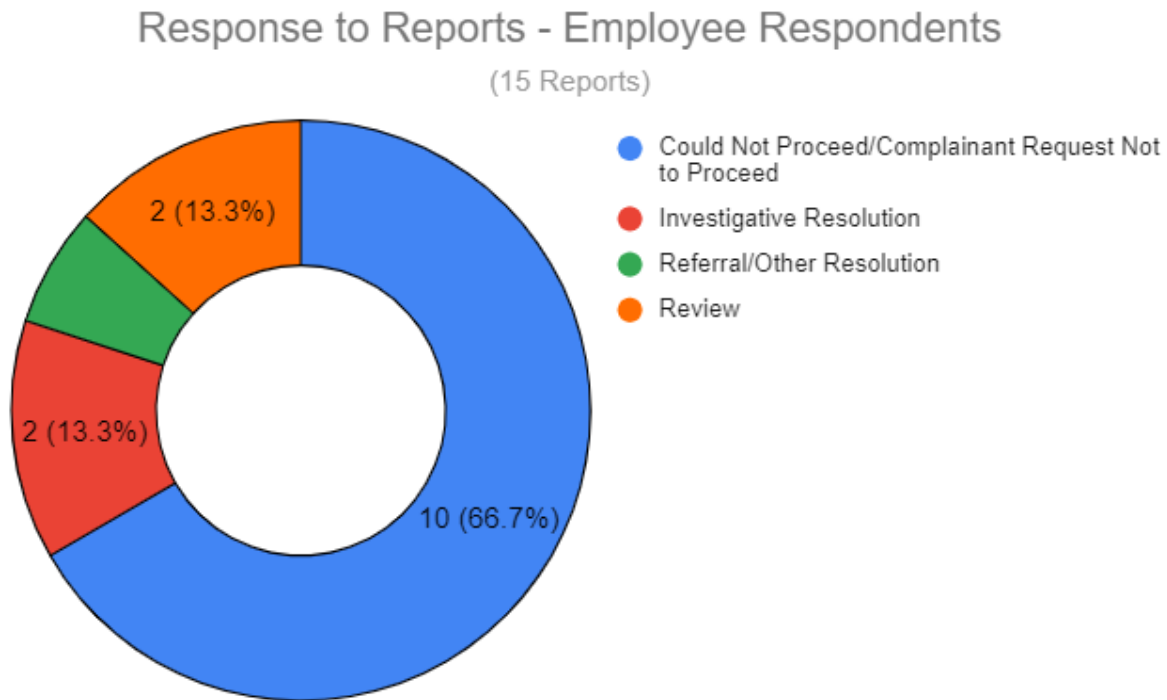


<sup>6</sup> ECRT received a report of potential sexual misconduct, but it was not possible to determine what type of misconduct without speaking with the reporter further. This report involved behavior on the Ann Arbor campus and was thus referred there. Given the lack of additional information, we have categorized the report as “other.”

<sup>7</sup> University policy definitions related to third party conduct changed after academic/fiscal year 2018-2019. Due to the different definitions in the prior SPG versus the current Policy, comparative data is not available and, as such, although 2018-2019 data was collected, it does not appear on the above chart.

## Handling of Reports with Faculty and Staff Respondents

During the past year, ECRT received 15 reports of possible sexual or gender-based misconduct by employees. This section outlines the University's response to those reports.



### a. Initial Response and Supportive Measures

One of the first steps ECRT takes when a sexual or gender-based misconduct concern is raised is to offer the complainant and respondent resources and support, including [information about confidential resources and other support](#). The [Department of Public Safety](#) ("DPS") is also informed of sexual and gender-based misconduct reports that are criminal in nature.

As part of its response, the University offers supportive measures, regardless of whether the individual participates in a University process to address the reported misconduct. Supportive measures are designed to restore or preserve equal access to the University's programs and activities, protect the safety of all parties and the educational environment, and/or deter sexual and gender-based misconduct, without being punitive or disciplinary in nature or unreasonably burdening the other party. Supportive measures can include a variety of actions taken by numerous offices on campus. When supportive measures are arranged, no assumptions are

made as to whether the respondent violated the Policy. This year, no supportive measures were requested in cases involving an employee respondent.<sup>8</sup>

#### **b. Matters Closed Because the University Could Not Proceed Further**

Ten of the fifteen reports about faculty or staff matters were closed without proceeding through a process. Common reasons this may occur include when the behavior, as reported, would not violate the Policy; when the reporter and/or complainant does not or is not able to share sufficient information to allow for follow up; or when the complainant does not wish to file a formal complaint or otherwise participate in the investigation or adaptable resolution process. Regardless, ECRT still assesses the report and determines appropriate next steps, taking the complainant's stated preferences into account.<sup>9</sup>

In three of these ten cases, ECRT met with the respondent to disclose the report and discuss the reported behavior. The goal of these educational conversations is to raise awareness and prevent additional concerning behavior. In two other matters, the respondents' university employment was terminated for behavior unrelated to the reported potential Policy violation.

#### **c. Pre-Investigation Reviews**

Two pre-investigation reviews were conducted this year. Neither matter proceeded to investigation.

Pre-investigation reviews are undertaken when the information available to the University is insufficient to determine an appropriate response. For example, sometimes more information is needed to understand if the behavior at issue could constitute a policy violation. If the pre-investigation review indicates that relevant evidence of a possible policy violation is likely available to the investigator, the matter generally proceeds to investigation. If that does not occur, a different action may be taken or the matter may be closed pending receipt of additional information.

#### **d. Investigations, Hearings Findings and Corrective Action**

Two of the fifteen reports involving employees resulted in an investigation. The matters continued through the investigative resolution process until the process was complete. Both

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<sup>8</sup> Confidential resources may also arrange for supportive measures. This report does not account for those supportive measures unless the party elected to inform ECRT of the arrangements.

<sup>9</sup>In some such instances, a report involving an employee may still proceed to an investigation, such as when there is a safety concern or a pattern of reports involving the respondent.

cases resulted in a finding that the Policy had been violated. No appeals were filed and corrective action was taken.

Regarding investigations and hearings in general, under the Policy, reports about employees are either addressed as “Other Sexual and Gender-Based Misconduct” or “Federal Rule Sexual and Gender-Based Misconduct.” In the case of Other Sexual and Gender-Based Misconduct, an investigation occurs and the finding is made by the investigator. In the case of Federal Rule Sexual and Gender-Based Misconduct, an investigation occurs, and the investigation report is provided to a hearing officer who holds a hearing and makes a finding. The possible findings are:

- A policy violation
- A finding of inappropriate behavior – unwelcome conduct of a sexual nature occurred and was inappropriate, but did not meet the elements necessary to constitute a policy violation
- No policy violation – Either there was insufficient evidence to conclude the behavior occurred, the behavior was not sexual in nature or the behavior was not otherwise inappropriate when looking at the totality of the circumstances
- The behavior did not occur as reported

In making a finding, the investigator or hearing officer uses the “preponderance of the evidence” standard. Under this standard, individuals are presumed not to have engaged in the alleged conduct unless a preponderance of the evidence supports a finding that the conduct occurred. The preponderance of the evidence standard requires that the evidence supporting each finding be greater than the evidence obtained in opposition to it.

See [Appendix A](#) for a flowchart of the investigation process for Other Sexual and Gender-Based Misconduct<sup>10</sup> and [Appendix B](#) for a flowchart of the investigation/hearing process for Federal Rule Sexual and Gender-Based Misconduct.

#### **e. Referrals/Other Resolution**

One report about an employee was referred to another office for further assessment and action, as appropriate. This generally occurs when the reported behavior would not violate the Sexual and Gender-Based Misconduct policy, but warrants follow up from the University.

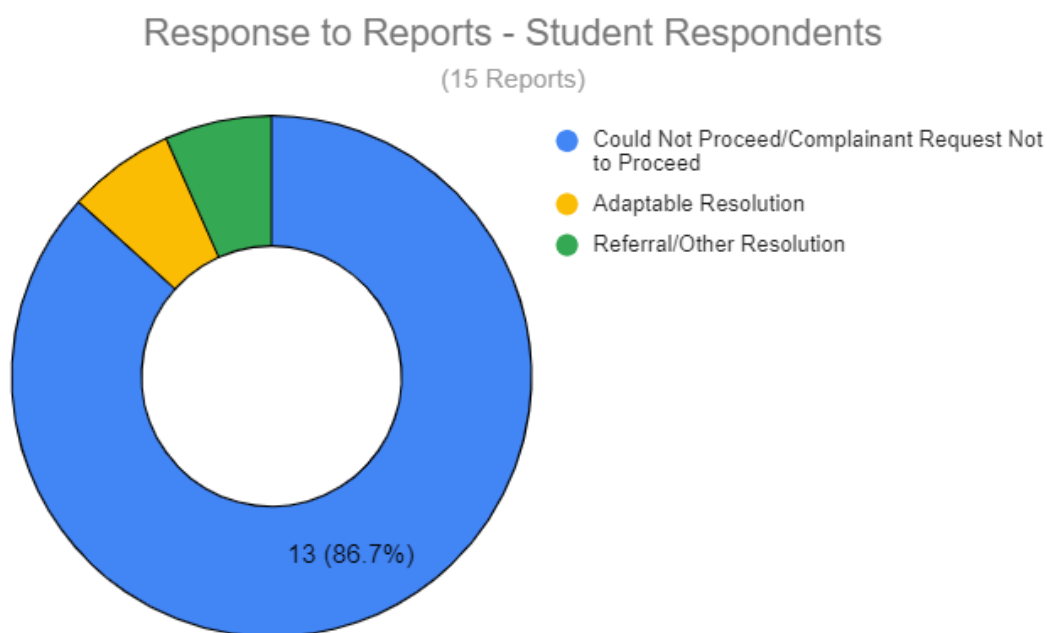
This year, one matter was referred to the Ann Arbor campus, because while the report was received by the Dearborn ECRT office, it concerned the Ann Arbor campus only.

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<sup>10</sup> Note that appeals, although represented in this flowchart, were not part of the process for matters occurring before October 1, 2021.

## Handling of Reports with Student Respondents

During the past year, ECRT received 15 reports of possible sexual or gender-based misconduct by students. This section outlines the University's response to those reports.



### a. Initial Response and Supportive Measures

The University's initial response when a report is received about a student is the same as when a report is received about an employee or third party: to offer the complainant and respondent resources and support, including [information about confidential resources and other support](#). The [Department of Public Safety](#) ("DPS") is also informed of sexual and gender-based misconduct reports that are criminal in nature.

As part of its response, the University also offers "supportive measures," regardless of whether the individual participates in a University process to address the reported misconduct. Supportive Measures are designed to restore or preserve equal access to the University's programs and activities, protect the safety of all parties and the University's educational environment, and/or deter sexual and gender-based misconduct, without being punitive or disciplinary in nature or unreasonably burdening the other party. Supportive measures can include a variety of actions taken by numerous offices on campus. When supportive measures are arranged, no assumptions are made as to whether the respondent engaged in sexual misconduct.



This year, supportive measures were put in place in five instances. Collectively, the University issued one Mutual No Contact Directive; provided three academic supportive measures; provided two employment supportive measures;<sup>11</sup> and provided one additional security measure.<sup>12</sup>

#### **b. Matters Closed Because the University Could Not Proceed Further or Upon Complainant's Request**

This year, thirteen of the fifteen reports against students were closed pending additional information or further request by the complainant. Common reasons this may occur include when ECRT does not have necessary relevant information (e.g., the respondent's identity, what behavior occurred, etc.); the complainant requests that the University not take further action; the behavior, as reported, would not constitute a violation of the Policy; or the behavior did not occur in connection with a University program or activity or otherwise have a connection to the University community.

The University recognizes that individuals have varied reasons for choosing whether and how to pursue resolution of their concerns. The University seeks to honor and respect the wishes of each individual complainant, while still meeting its obligations to the campus community as a whole. In those instances in which the complainant requests that the University not take further action, ECRT, in consultation with the Dean of Students, Student Conduct and the Department of Police & Public Safety, assesses the request by balancing it against campus community safety and other appropriate considerations.

Even in those instances in which the ultimate decision is not to proceed to investigative or adaptable resolution, the University may take other action, such as providing resources, supportive measures, education and training, as noted below in the "Referral or Other Response" section. In addition, investigative or adaptable resolution may occur at a later date if more information becomes available or the complainant subsequently decides to participate in such a resolution. Finally, even if no investigative or adaptable resolution ensues, reported conduct that could be criminal in nature is forwarded to DPS.

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<sup>11</sup> Employment supportive measures are offered to employee complainants, including in cases in which the respondent is a student.

<sup>12</sup> Confidential resources may also arrange for supportive measures. This report does not account for those supportive measures unless the party elected to inform ECRT of the arrangements.

### **c. Investigative Resolution**

This year, no matters proceeded to investigative resolution. For more information about this process, see the flowchart enclosed as [Appendix C](#).

### **d. Adaptable Resolution**

This year, adaptable resolution was requested in one matter; however, the matter ultimately did not move forward to adaptable resolution at the complainant's request.

Under the Policy, the parties have the option to request adaptable resolution. Adaptable resolution allows the respondent to accept responsibility for their actions and for repairing the harm caused, to the extent possible. Adaptable resolution does not result in formal disciplinary action against the respondent and must be approved as a voluntary resolution option by the Title IX Coordinator. When the parties reach a tentative agreement during the adaptable resolution process, the agreement must be approved by the Title IX Coordinator. The parties may withdraw from the adaptable resolution process and proceed to an investigative resolution at any time before an adaptable resolution agreement is approved.

### **e. Referral or Other Response**

This year, one report involved a fact pattern that did not potentially violate the Policy, but the matter was referred to Student Conduct for assessment as to whether the conduct was a potential violation of the Code of Nonacademic Conduct.

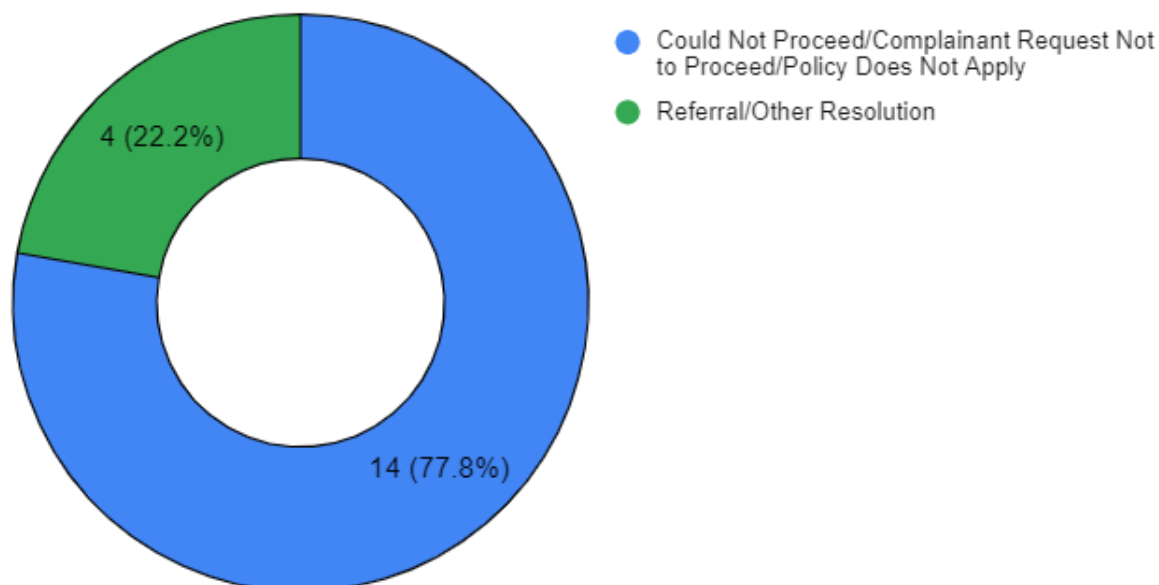
Referrals or other responses occur for a variety of reasons. For example, a matter may be reported to ECRT, but involve a student from a different campus. That matter would be referred to that campus' ECRT office. Sometimes a matter is reported and is determined not to violate the Policy, yet may violate a policy that is handled by another office, such as the Student Rights and Code of Conduct. That matter would be referred to that other office for follow up.

In addition, sometimes a complainant does not wish to file a complaint against the respondent and ECRT is able to honor that request, but the complainant still wishes for the respondent to understand their concerns. In those instances, the University may be able to inform the respondent of the report and, as appropriate, engage in an educational conversation with them.

## Handling of Reports with Third Party Respondents

During the past year, ECRT received 18 reports of possible sexual or gender-based misconduct by third parties or unknown individuals. This section outlines the University's response to those reports.

Response to Reports - Third Party Respondents  
(18 Reports)



### a. Initial Response and Supportive Measures

As with reports involving employees and students, one of the first steps ECRT takes when a sexual or gender-based misconduct concern is raised regarding a third party is to offer resources and support, including [information about confidential resources and other support](#). The [Department of Public Safety](#) ("DPS") is also informed of sexual or gender-based misconduct reports that are criminal in nature.

As part of its response, the University also offers supportive measures, regardless of whether the individual participates in a University process to address the reported misconduct. Supportive measures are designed to restore or preserve equal access to the University's programs and activities, protect the safety of all parties and the educational environment, and/or deter sexual and gender-based misconduct, without being punitive or disciplinary in nature or unreasonably burdening the other party. Supportive measures can include a variety

of actions taken by numerous offices on campus. When supportive measures are arranged, no assumptions are made as to whether the respondent violated the *Policy*.

This year, supportive measures were requested in two matters involving reports about third parties. Both involved academic support.<sup>13</sup>

#### **b. Matters Closed Because the University Could Not Proceed Further, Upon Complainant's Request or Policy Does Not Apply**

In fourteen matters, ECRT was either unable to identify the respondent, the Complainant requested that ECRT not follow up and that request could be honored, or the Policy did not apply.<sup>14</sup> In such cases, if the respondent is identified at a later date or complainant requests follow up, ECRT will respond consistent with the Policy.

#### **c. Pre-Investigation Reviews**

There were no reports resulting in pre-investigation reviews of third parties this year. Such reviews are the same as the reviews that may be undertaken for employment matters, as described above.

#### **d. Investigations, Hearings, Findings and Responsive Action**

This year, no reports against third parties led to an investigation. The investigation/hearing processes for reports about third parties are the same as those involving employees, as described above. See [Appendix A](#) and [Appendix B](#) for flowcharts of the processes.

#### **e. Referrals/Other Measures**

Some reports may be addressed appropriately without a pre-investigation review or an investigation, by referral to other offices for an appropriate response. Referrals are also appropriate when respondents are students at other institutions.

This year, four matters that were reported to ECRT concerned individuals who are not connected to UM-Dearborn, but who are students at other educational institutions. Those matters were referred to the Title IX Coordinator at the relevant institution for appropriate follow up. Where the complainants were Dearborn students, faculty or staff members, resources and support were offered.

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<sup>13</sup> Confidential resources may also arrange for supportive measures. This report does not account for those supportive measures unless the party elected to inform ECRT of the arrangements.

<sup>14</sup> One common reason the Policy may not apply is that the respondent has no connection to the University or a University program or activity. As with all reports, in those instances, support and resources are offered to the complainant, including referral to law enforcement, as appropriate.

## Education and Prevention Measures

In addition to the University's commitment to respond promptly and appropriately to reports of sexual and gender-based misconduct, the University continues to focus on educational measures intended to prevent such behavior and ensure that those who are experiencing it have information about resources and reporting options.

Over the past six years, ECRT and Student Affairs have partnered to provide sexual violence prevention education to all incoming first year and transfer students. In addition, all undergraduate and graduate students participate in a comprehensive online educational program on this issue.

ECRT also presents at new employee orientations for both faculty and staff, and offers in person and virtual educational programming to employees. In addition, since 2019, all employees have been required to take an online program entitled *Cultivating a Culture of Respect: Sexual Harassment and Misconduct Awareness*. New faculty and staff are also offered the opportunity to participate in *Building Supportive Communities: Clery Act and Title IX*, which is a comprehensive online educational program regarding sexual and gender-based misconduct and reporting. ECRT also offers and promotes a short online module entitled [Reporting Sexual and Gender-Based Misconduct at Michigan](#) that helps individuals understand whether they have reporting obligations around sexual and gender-based misconduct, as well as how to handle a disclosure and how the University responds to reports and provides resources and support to complainants and respondents.

ECRT, working with campus partners, is engaged in ongoing efforts to increase education and awareness programs for our community and create additional helpful resources, such as the [Our Community Matters](#) resource guide, which provides crucial information to individuals in our community who have experienced sexual misconduct.

## Conclusion

Sexual and gender-based misconduct happens in every community, including our community. ECRT and other offices across the University are engaged in continued efforts to prevent sexual and gender-based misconduct and respond in a prompt and appropriate manner when it is reported or otherwise brought to the University's attention. Additional information about the University policies, procedures and resources is available on [ECRT's website](#).

ECRT welcomes feedback on how it might make this document more helpful, easier to understand, or otherwise improve its content. Please provide any feedback to the Equity, Civil Rights and Title IX Office:

Equity, Civil Rights and Title IX Office  
1114 Administration Building  
4901 Evergreen Road, Dearborn, MI 48128-5204  
313-436-9194  
[ECRT-Dearborn@umich.edu](mailto:ECRT-Dearborn@umich.edu)

# Equity, Civil Rights, and Title IX Office

Other Sexual & Gender-Based Misconduct/Discrimination Investigation Process: Employee Respondent

1

## Complainant meets with ECRT for an interview

- Complainant shares information about their experience with Investigator, and investigator asks questions.
- Complainant will have three calendar days to review statement summary
- Complainant can provide evidence at or following this interview

2

## Complainant files a Formal Complaint requesting Investigative Resolution

- Title IX Coordinator reviews within one business day
- If approved, Respondent is notified immediately

3

## ECRT Meets with Respondent

- Respondent shares information about their experience with Investigator, and Investigator asks questions
- Respondent will have three calendar days to review statement summary
- Respondent can provide evidence at or following this interview

4

## ECRT interviews witnesses + gathers additional information

- Timing ranges from 1 week to 6 weeks.
- Each Witness has two business days to respond to statement summary

5

## Preliminary Report Review

- Parties have 10 calendar days to respond.
- ECRT provides Complainant and Respondent with preliminary report, which includes all relevant information gathered by the Investigator
- Investigator incorporates any new information from parties in to final report

6

## Final Report Drafting + ECRT Internal Review

- Occurs as soon as possible after receipt of feedback from both parties
- Investigator drafts analysis + finding.
- ECRT internally reviews entire report + finding.

7

## Distribution of Final Report

- Investigator distributes final report, including finding as to whether or not policy was violated, to both parties simultaneously.
- If sanctioning needed, Respondent's supervisor works with HR to determine sanctioning and ECRT shares with both parties when possible

8

## Appeal

- Either party may (but is not required to) appeal the finding within 14 calendar days of receipt of Final Report
- Non-appealing party has 14 business days to respond
- External reviewer makes determination



**EQUITY, CIVIL RIGHTS  
AND TITLE IX OFFICE**



# Equity, Civil Rights, and Title IX Office

## Federal Rule Sexual and Gender-Based Misconduct Investigation Process: Employee Procedures



EQUITY, CIVIL RIGHTS  
AND TITLE IX OFFICE

1

### Complainant meets with ECRT for an interview

- Complainant shares information about their experience with Investigator, and investigator asks questions.
- Complainant will have three calendar days to review statement summary
- Complainant can provide evidence at or following this interview.

4

### ECRT interviews witnesses + gathers additional information

- Timing ranges from approximately 1 week to 6 weeks
- Each Witness has two business days to respond to statement summary

7

### Hearing

- Hearings occur over Zoom
- The Hearing Officer and each party's advisor may ask questions of Complainant, Respondent, and/or Witnesses
- Complainants and Respondents never speak directly to one another

2

### Complainant or Title IX Coordinator files a Formal Complaint requesting Investigative Resolution

- Title IX Coordinator reviews within one business day
- Respondent is notified immediately upon receipt of a Formal Complaint and next step.

5

### Preliminary Report Review

- Parties have 10 calendar days to respond
- ECRT provides Complainant and Respondent with preliminary report, which includes all relevant information gathered by the Investigator
- Investigator reviews new information provided by parties and incorporates as appropriate

8

### Hearing Outcome

- Communicated simultaneously to Complainant and Respondent ideally within 30 days of hearing
- Potential outcomes -
  - Evidence supports that Respondent violated Policy
    - Sanctions are included in hearing outcome.
  - Evidence does not support that Respondent violated policy

3

### ECRT Meets with Respondent

- Respondent shares information about their experience with Investigator, and Investigator asks questions.
- Respondent will have three calendar days to review statement summary
- Respondent can provide evidence at or following this interview

6

### Pre-Hearing Meeting

- Occurs approximately 1-2 weeks after final report completion
- Complainant and Respondent meet separately with Hearing Officer to discuss the final report, logistics of the hearing, and remainder of process

9

### Appeal

- Either party may (but is not required) appeal the finding within 14 calendar days of receipt of Final Report
- Non-appealing party has 14 business days to respond
- External reviewer makes determination



# Equity, Civil Rights, and Title IX Office

## SGBM/Title IX Investigation Process: Student Respondent



### 1 Complainant meets with ECRT for an interview

- Complainant shares information about their experience with Investigator, and investigator asks questions
- Complainant will have three calendar days to review statement summary

### 4 ECRT interviews witnesses + gathers additional information

- Timing ranges from 1 week to 6 weeks
- Each Witness has two business days to respond to statement summary

### 7 Hearing

- Hearings occur over Zoom
- The Hearing Officer and each party's advisor may ask questions of Complainant, Respondent, and/or Witnesses
- Complainants and Respondents never speak directly to one another

### 2 Complainant or Title IX Coordinator files a Formal Complaint requesting Investigative Resolution

- Title IX Coordinator reviews within one business day
- Respondent is notified immediately upon receipt of a Formal Complaint and next steps

### 5 Preliminary Report & Evidence File Review

- ECRT provides Complainant and Respondent with preliminary report, which includes all relevant information gathered by the Investigator
- Parties have 10 calendar days to respond
- Investigator reviews new information provided by parties and incorporates as appropriate

### 8 Hearing Outcome

- Communicated simultaneously to Complainant and Respondent ideally within 30 days of hearing
- Potential outcomes -
  - Evidence supports that Respondent violated Policy
    - Sanctions are included in hearing outcome.
  - Evidence does not support that Respondent violated policy

### 3 ECRT Meets with Respondent

- Respondent shares information about their experience with Investigator, and Investigator asks questions
- Respondent will have three calendar days to review statement summary

### 6 Pre-Hearing Meeting

- Occurs approximately 1-2 weeks after final report completion
- Complainant and Respondent meet separately with ECRT staff member & Hearing Officer to discuss the final report, logistics of the hearing, and remainder of process.

### 9 Appeal

- Either party may (but is not required to) submit an appeal within 14 calendar days of receipt of Hearing Outcome
- Non-appealing party has 14 business days to respond
- External reviewer makes determination, to be approved by the Dean of Students