

Title IX REACT Checklist

<p>Title IX Compliance</p>	<p>Prepare to REACT</p> <ul style="list-style-type: none"> ✓ Update employee/student sexual harassment policies ✓ Post and/or disseminate required notices and materials ✓ Train Title IX Coordinator, Investigators, Decision-Makers, Informal Resolution Officers
<p>Recognize</p>	<p>Identify Potential Allegations of Sexual Harassment</p> <ul style="list-style-type: none"> ✓ Sexual Harassment under Title IX <ol style="list-style-type: none"> 1. Quid pro quo by an employee 2. Unwelcome conduct that is severe, pervasive, and objectively offensive 3. Sexual assault, dating violence, domestic violence, or stalking <p>Notify Title IX Coordinator</p> <ul style="list-style-type: none"> ✓ Assess mandated reporter duties
<p>Evaluate</p>	<p>Assess the Nature of the Complaint</p> <ul style="list-style-type: none"> ✓ Does the complaint/allegation trigger a Title IX obligation? <ol style="list-style-type: none"> 1. Does the alleged conduct constitute sexual harassment under Title IX? 2. Is there jurisdiction over the conduct? ✓ Do you have a formal complaint signed by a victim or the Title IX Coordinator?
<p>Act</p>	<p>Implement Supportive Measures</p> <p>Determine Whether the Complaint/Allegations Trigger a Mandatory/Discretionary Dismissal</p> <p>Initiate an Investigation into the Formal Complaint or Engage in the Informal Resolution Process</p> <ul style="list-style-type: none"> ✓ Send written Notice of Investigation to Complainant and Respondent ✓ Consider/Offer Informal Resolution, as appropriate <p>Gather, Review, and Preserve Evidence</p> <p>Conduct Witness Interviews</p> <p>Review of Evidence by the Parties</p> <ul style="list-style-type: none"> ✓ Send the parties any evidence directly related to allegations in the complaint ✓ Parties should be given 10 days to respond to evidence <p>Prepare the Investigation Report</p> <ul style="list-style-type: none"> ✓ Send the parties the Investigation Report at least 10 days before a determination of responsibility is made and allow them the opportunity to respond ✓ Allow the parties the opportunity to submit written, relevant questions <p>Decision-Maker Makes a Determination of Responsibility for Sexual Harassment</p> <p>Afford the Parties the Right to Appeal the Determination of Responsibility</p>
<p>Corrective Measures</p>	<p>Take Actions in Response to Sexual Harassment That Are Reasonably Calculated to Stop Harassment and Prevent Recurrence of Harassment</p>
<p>Thoughtful Reflection/Recording</p>	<p>Reflect on REACT</p> <p>Recordkeeping Requirements</p> <ul style="list-style-type: none"> ✓ Post and keep training materials and resources for seven years ✓ Retain records of response to complaints/allegations, as required

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