**REPORTING AND INITIAL SUPPORT**

**Report Received by Equal Opportunity and Title IX**

- Member of Equal Opportunity & Title IX Team reaches out to reporting party to request a meeting. Meeting is voluntary. Reporting party may be accompanied by an advisor or support person.

**Intake Meeting**

- Purpose of meeting is to inform reporting party of rights and options for resolution, assess safety of the individual and campus community, identify need for supportive measures, identify what form of resolution is desired, reasonably available, and appropriate.

1. **Reporting wishes to participate in a University Resolution Process; Supportive Measures provided**
   - Complainant files **FORMAL COMPLAINT**
   - **INITIAL ASSESSMENT** of which policies and options for resolution may be appropriate

2. **Provide Supportive Measures Only because Reporting Party does not want to proceed with a Formal Complaint**
   - Reporting Party may later decided to file a Formal Complaint

**Provide Supportive Measures ALL CASES**

- Referral to confidential counseling, mediation, and other health services and assistance in setting up the initial appointment (on- and off-campus)
- Academic support (e.g., requesting extensions of time, make-up work, or other course-related adjustments; allowing a student to withdraw or take grades of incomplete without financial penalty, in consultation with the instructor and department chair and dean’s office)
- Referral to advocacy and support services (on- and off-campus), Wellness Center, CAPS, Employee Assistance Program
- Visa and immigration assistance
- Student financial aid counseling
- Changes to campus housing
- Alter work arrangements for employees or student-employees
- Safety planning, such as increased security and monitoring of certain areas of the campus, campus escorts, transportation accommodations, Be-On-the-Lookout (BOLO) orders by Campus Safety Services, Timely Warnings (Clery) to address concerns about broader campus safety, etc.
- University issued No Contact Directives
- Education or other outreach to the community

* If a reporting party does not wish for their name to be shared, does not wish for an investigation to take place, or does not want a formal complaint to be pursued, they may make such a request to the Director, who will evaluate that request in light of the duty to ensure the safety of the campus and to comply with state or federal law. In the vast majority of cases, the University will honor a reporting party’s request unless there is a compelling risk to health and/or safety (e.g., evidence of patterns of misconduct, predatory conduct, threats, abuse of minors, use of weapons, and/or violence, etc).