

Information for Student Claimants

We are neutral. The Investigator does not take sides. We are committed to providing a fair and unbiased review, and our investigations are focused on the information available. We also help Claimants and Respondents by providing information about support and advocacy services. If you have a concern that the Investigator cannot conduct a fair and unbiased review (e.g., has a personal connection with one of the parties or witnesses, etc.), please contact Anthony Walesby, Title IX Coordinator, immediately. Mr. Walesby may be reached at 734-763-0235 or institutional.equity@umich.edu. The situation will be assessed and a determination made as to whether a different investigator should be assigned to the matter.

Support person. The Claimant may bring a support person with them to any meetings with the Investigator. We request that the Claimant please let us know in advance if they will be doing so. Examples of a support person/advisor may include, but are not limited to: a friend, family member, SAPAC Advocate, attorney, etc. An individual who may be a witness in the investigation may not be present during the Claimant's interview.

Anonymity and confidentiality. Information provided to OIE may be shared with other University officials as necessary and appropriate. Respondents are provided enough information about the allegations to allow them a fair opportunity to respond, and the level of detail necessary to do that varies depending on the circumstances surrounding the incident and confidentiality concerns. OIE will consider requests for Claimant anonymity on a case-by-case basis, consistent with the Policy.

Interim measures and academic accommodations. In many cases, interim measures may be appropriate. Such measures may include separation of the Claimant's and Respondent's academic, living, and/or dining situations, or such other measures as may be appropriate under the circumstances. OIE will ask Claimants about interim measures, although they sometimes are in place before the Claimant meets with OIE. In addition to interim measures, Claimants sometimes need academic accommodations. These accommodations are arranged by SAPAC and/or the Dean of Students, but a Claimant may also raise this need with OIE, who will inform SAPAC/Dean of Students of the requested accommodation.

Criminal investigations and preservation of evidence. The University process for addressing sexual misconduct is separate from a criminal investigation. You have the right to file a police report regarding possible criminal behavior. We can connect you with a staff member who can assist you in making a report to law enforcement if you would like. Even if you are not sure that you want to file a police report, *it can be helpful to have any available evidence collected in case you decide to file a report with law enforcement at a later date.* More information is available in the attached resource guide, and the University of Michigan Police Department (UMPD) can be reached at [\(734\) 763-1131](tel:7347631131).

Interviewing the Claimant. The first step the Investigator takes in an investigation is to gather information about the concern at issue. This usually involves interviewing the Claimant and gathering information from them, including documentation and names of witnesses, if any. Claimants are strongly encouraged to share all information they have regarding the matter.

Interviewing the Respondent. After the Investigator understands the nature and scope of the concern at issue, the Respondent is asked about the allegations and given a full and fair opportunity to respond. The Respondent is also asked to provide any documentation and identify witnesses relevant to the complaint. Respondents are strongly encouraged to share all information they have regarding the matter. The Claimant is not present during the Respondent's interview and vice versa.

Gathering other information. The Investigator interviews witnesses (if they choose to participate with the understanding they will be identified by name in the report) and reviews all documentation deemed relevant to the situation. The Investigator may also contact the Claimant and Respondent with additional questions or to request additional information. OIE does not accept the results of polygraph tests and related evidence.

Review of preliminary investigation report. If the Investigator determines that a written investigation report will be produced, the Claimant and Respondent, if participating in the investigation, will typically be provided with a preliminary investigation report, which is a written summary of the relevant information provided by the persons interviewed (Claimant, Respondent and other witnesses) and documentation or other information reviewed by the Investigator. The preliminary investigation report does not include a finding. The Claimant and Respondent are given the opportunity to comment on the preliminary investigation report. The Investigator reviews the comments submitted by the parties, if any, and determines whether the report should be modified. The Investigator considers all comments from the parties in reaching a determination on the matter.

All information or documentation provided by either party, or by a witness interviewed in the course of an investigation, may be included in the final Investigation Report and shared with the other party to this matter and relevant University officials.

Decision and follow up. After receiving the Claimant's and Respondent's comments, if any, the Investigator analyzes the information, reaches a conclusion and after internal review provided for in the Policy, issues the investigation report. The investigation report is forwarded to the Office of Student Conflict Resolution, which informs the parties of the finding, makes the investigation report available to them and notifies them of and applicable appeal and/or sanctioning processes. OSCR will not share this information with a party who has asked not to receive this type of follow up.

Retaliation. The University prohibits retaliation. Claimants or witnesses who feel they are being subjected to retaliatory behavior are strongly encouraged to immediately contact OIE.

Resources for support. The University offers a variety of services to support to students, a short list of which is included below. The OIE investigator can provide additional information about the resources, as requested. If what you reported to OIE might also be a criminal offense, you may also report it to the police, either UMPD if it occurred on campus or local police if it occurred off campus. **If you are concerned for your safety, call 9-1-1 immediately.**

- Sexual Assault Prevention and Awareness Center 734/936-3333
- Counseling and Psychology Services 734/764-8312 or www.umich.edu/~caps
- After hours UM Psychiatric 734/996-4747
- Dean of Students 734/764-7420
- UM Student Legal Services 734/763-9920
- Graduate Student Crisis 800/GRAD-HLP (800/472-3457)
- Crisis Line 800/273-TALK (8255)
- www.crisischat.org
- UM Police Department 734/763-1131; Ann Arbor Police Department 734/794-6900

More information. If you have any other questions about the investigation or investigation process, please do not hesitate to contact the staff member investigating your case at 734/763-0235.

This information was reviewed with me and I was offered the opportunity to ask questions before proceeding.

At this point, I would like - would not like - not sure - an OIE investigation of my concerns to occur. (circle one)

Signature

Claimant's Name (please print)

Date