**The Informal Resolution Process:**

The informal resolution process is a voluntary, structured interaction between involved parties to resolve concerns at the earliest stage possible. The informal resolution process is intended to be flexible while also providing for a full range of possible outcomes.

**Circumstances in which the Informal Resolution Process May Be Used**

The informal resolution process is not appropriate for all types of alleged conduct. Specifically, the informal resolution process is not available in cases involving alleged sexual assault or interpersonal violence (including dating violence or domestic violence). The Associate Vice President and Title IX Coordinator (Title IX Coordinator), or the Title IX Coordinator’s designee, will determine which allegations are eligible for resolution via the informal resolution process.

The informal resolution process may be terminated at any time by either the Title IX Coordinator or any of the parties involved, at which point the allegation will be investigated via the formal investigation process.

**Informal Resolution Procedure**

For qualifying cases, both the Complainant and Respondent may request resolution of an allegation via the informal resolution process. This request can be made at any time before, during, or after the start of the investigation and must be made, in writing, to the Title IX Coordinator. In the case of a reluctant Complainant, the Title IX Coordinator, or the Title IX Coordinator’s designee, may initiate the informal resolution process if both parties agree. At any point during the informal resolution process, the Complainant, Respondent or Title IX Coordinator (or the Title IX Coordinator’s designee) may elect to file a formal complaint and switch to the formal investigation process detailed in Chapter 11 and Appendix D.

The informal resolution process may recommend the following types of outcomes, where appropriate: facilitating an agreement between the parties, separating the parties, referring the parties to counseling programs, conducting targeted educational and training programs, and mediation.

If the parties involved in the informal resolution process fail to reach a mutually agreeable outcome for the alleged conduct, the allegation will be resolved via the formal investigation process. Agreements reached via the informal resolution process shall be final and cannot be appealed absent the discovery of new and material information or other similar circumstances, in which case a new investigation may be initiated. The University anticipates that cases eligible for resolution via the informal resolution process will be completed within 30 days of a party’s election to use the informal resolution process.