

Wheeling Jesuit University University-Wide Title IX Committee

Appointment: By President via nominations from Vice Presidents
Chair: University Vice President and Chief of Staff

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.”

Legal Citation: Title IX of the Education Amendments of 1972, and its implementing regulation at 34 C.F.R. Part 106 (Title IX)

The Title IX Committee is responsible for monitoring the overall implementation of Title IX for the university and coordinating compliance with Title IX in all areas covered by the implementing regulations.

Pursuant to Title IX of the Educational Amendments of 1972 and 34 C.F.R. Part 106, Wheeling Jesuit University’s Title IX Committee is the designated agent of the University with primary responsibility for coordinating University Title IX compliance efforts. **The Title IX committee’s responsibilities are critical to the development, implementation, and monitoring of meaningful efforts to comply with Title IX legislation, regulation, and case law.** In broad terms, the Title IX Committee oversees monitoring of University policy in relation to Title IX law developments; implementation of grievance procedures, including notification, investigation and disposition of complaints; provision of educational materials and training for the campus community; conducting and/or coordinating investigations of complaints received pursuant to Title IX; ensuring a fair and neutral process for all parties; and monitoring all other aspects of the University’s Title IX compliance.

Duties and responsibilities related to the Coordination of the University's Title IX compliance efforts include, but are not limited to:

1) Notification and Education

- prepare and disseminate educational materials, including brochures, posters, and web-based materials that inform members of the campus community of Title IX rights and responsibilities, to the campus community;
- coordinate training for students about their rights under Title IX and grievance procedures;
- coordinate in-service training to all employees concerning Title IX policy.

2) Consultation, Investigation, and Disposition

- receive and process, in a timely manner, inquiries from students, faculty, staff, and administrators regarding rights and responsibilities concerning harassing behavior or other discriminatory behavior in violation of Title IX;
- receive and process, in a timely manner, complaints from students, faculty, staff, and administrators regarding rights and responsibilities concerning harassing behavior or other discriminatory behavior in violation of Title IX;
- receive and process, in a timely manner, complaints from third parties who report suspicion of harassing behavior or other discriminatory behavior in violation of Title IX;
- notify complainants of receipt of the complaint;
- notify respondents that complaint has been made;
- notify supervisor(s) of respondent that complaint has been made;
- investigate alleged discrimination and/or harassment;
- interview complainants, respondents, and material witnesses;
- obtain and review documents and other relevant materials from complainant and/or respondent;
- issue findings of fact and recommendations for disposition of complaints;
- notify all parties regarding disposition;
- notify complainants of his or her right to pursue remedies outside of the University grievance process;
- follow-up with parties regarding implementation of recommendations contained in disposition; seek assistance from parties' supervisors, if necessary to implement recommendations;
- monitor compliance of all requirements and time-lines specified in the complaint/grievance procedures.

3) Institutional Monitoring and Compliance Assurance

- train staff responsible for implementing grievance procedures;
- coordinate and monitor Title IX efforts of other delegates and University offices that receive and/or investigate complaints, including but not limited to Human Resources, Student Development, the Wheeling Jesuit university Security Office, and University Athletics;
- organize and maintain grievance files, disposition reports, and other compiled records regarding complaints of sexual harassment and other discriminatory practices, including annual descriptive reports of number and nature of filed complaints and disposition of complaints;
- remain knowledgeable of current state and federal law and regulations and trends in the field of education related to harassment and other discriminatory practices that violate Title IX;
- maintain professional qualification through ongoing training and professional development from accredited training programs; manage a professional development budget for this purpose;
- monitor University Harassment policy and procedures to ensure compliance with state and federal law and regulations;
- serve as a liaison officer to state and federal government compliance or investigation officers

4) Advising the University President

- provide ongoing consultation regarding Title IX requirements, grievance issues, and compliance programs to the President;
- report directly to University Vice President and Chief of Staff (where there is no conflict of interest) to assist in resolution of complex harassment and discrimination cases, with a direct line to the President in situations that may present a conflict of interest for the University Vice President and Chief of Staff. In conjunction with University Legal Counsel, Title IX Committee may request hiring of outside qualified persons to investigate harassment and discrimination cases in the event of a conflict of interest.

5) Annual Report to University President and Board of Trustees

The Title IX Committee will prepare an annual statistical report on the incidence of sexual harassment within the campus community. No information that identifies individuals will be reported in the annual statistical reports. Annual reporting shall be made in writing by the Committee to the President who will include it in one of his quarterly reports to the Board of Trustees.