

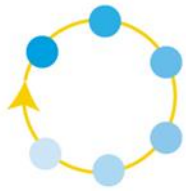
Young
Harris

C O L L E G E



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Title IX Training Documentation
For Academic Year 2024-2025



GICA COMPLIANCE COLLABORATIVE PROGRAM

Title IX Investigator Training In-Person/Zoom Sessions September 2024

9:00 am to 4:00 pm
AGENDA

Part I

- Definitions
 - Sexual harassment
 - Education program/activity
 - Recognized, off-campus student organizations
 - Formal Complaint
 - Complainant
 - Respondent
 - No conflict of interest or bias
 - Scenarios

Part II

- Investigations - Title IX process
 - Reasonably prompt time frame
 - No gag order
 - Written notice required
 - Presumption of not responsible
 - Rights of Complainant and Respondent
- Informal Resolution
 - Role of Mediator
 - Institution may not require Informal Resolution
 - No conflict of interest or bias
 - Who can be an Informal Resolution Mediator
 - Practical tips
 - Scenarios

- Formal Resolution
 - Inspect and review evidence
 - Preliminary report
 - Investigative report
 - Non-disclosure Agreement
 - Scenarios

- Interaction with Advisors
 - Advisor of choice
 - Restrictions?
 - No gag order
 - Practical tips – communication
 - Practical tips – who would be a good Advisor
 - Practical tips – training
 - Scenarios

- Interconnections between Title IX cases and student conduct cases
 - Application – movement between processes
 - Scenarios

- Emergency Removal and Administrative Leave
 - Emergency Removal
 - When Appropriate?
 - OCR deference
 - Administrative Leave
 - Application – process
 - Scenarios

- Clery Act
 - Clery Act definition: Campus Security Authorities
 - Responsible Employees (Mandated Reporters)
 - When does an institution have notice?

- Scenarios

Part III

- Credibility Assessment
 - Presentation focusing on how to determine credibility
 - Presentation by Meric Bloch

Part IV

- Report Writing
 - Presentation focusing on how to write the Preliminary and Investigative Report
 - Presentation by Dr. Janna Vice

Part V

- “Jeopardy” game
 - Using Title IX related facts, participants created the questions to the answers.

Comment:

Scenario-based training consisted of:

- Utilizing multiple case-scenarios, attendees discussed jurisdictional issues, how to develop an investigation strategy, assessing witness credibility, and understanding the inter-connection between Title IX, Clery, and other federal laws.

Presenter: Meric Bloch, JD, CCEP-F, CFE, PCI,

Meric Bloch has designed, implemented, and managed workplace investigations process globally for three multinational companies and a healthcare system. Meric has conducted more than 800 internal investigations of fraud and serious workplace misconduct globally. Meric is a Certified Fraud Examiner, a Certified Financial Crime Specialist, a Certified Information Privacy Professional – Europe, a Professional Certified Investigator, and a Certified Compliance and Ethics Professional-Fellow.

Presenter: Dr. Janna Vice, Provost Emerita, Eastern Kentucky University

Dr. Vice served as Senior Vice President for Academics and Provost at Eastern Kentucky University. She has more than four decades of experience in higher education. As a Professor of Business Communication, Dr. Vice taught professional and analytical writing. Her research has focused on assessment of academic programs, student learning outcomes, and curriculum design. Her professional career also includes being a presenter and workshop leader for business and professional organizations. She has led “Executive Writing” workshops for the Commonwealth of Kentucky’s Department of Criminal Justice Training for nearly 500 rising police officers, pursuing increased leadership roles in their agencies. Dr. Vice received her doctorate from the University of Kentucky in Career and Technical Education, with a Business Communication Emphasis. She is a two-time graduate of ECU, having earned her MA and BS degrees in Business Education. Dr. Vice completed the Harvard Graduate School of Education’s Management and Leadership in Education.

Presenter:

Judith W. Spain, J.D., CCEP

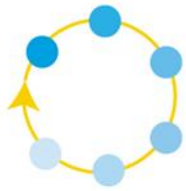
Judy currently serves as the GICA Compliance Program Consultant and serves on the Board for the Society for Corporate Compliance and Ethics. She is a Professor Emerita, an attorney licensed in Kentucky, Ohio, and Pennsylvania, and is a Certified Compliance and Ethics Professional. She served as General Counsel and Chief Ethics and Compliance Officer at Eastern

Kentucky University and Manhattanville College, where she developed and implemented compliance programs. Judy is the author of the first book on higher education compliance, *Higher Education Compliance: Blueprint for Success*. Judy is also the author of *Compliance Risk Assessments: An Introduction* published by the Society for Corporate Compliance and Ethics. Her third book, *Higher Education Compliance: What Governing Boards Really Need to Know* focuses on the responsibilities of higher education governing boards.

Resources:

OCR and Title IX

- https://www2.ed.gov/about/offices/list/ocr/docs/tix_dis.html
- [Federal Register :: Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance](#)
- [The U.S. Department of Education Releases Proposed Changes to Title IX Regulations, Invites Public Comment | U.S. Department of Education](#)



GICA

**COMPLIANCE
COLLABORATIVE
PROGRAM**

2020 Title IX Policy Advisor Training Zoom Session

**August and September 2024
2 hours**

Agenda:

- Definitions:
 - Sexual harassment
 - Education program/activity
 - Recognized, off-campus student organizations
 - Formal Complaint
 - Complainant
 - Respondent
- Standards of evidence
- Review of policy process steps
 - Informal resolution
 - Formal resolution
- Role of Advisor (by statute)
- Role of Advisor (by institutional policy)
- Live Hearing
 - How to develop appropriate and relevant questions
- Appeal

Presenter:

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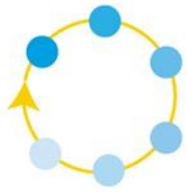
- https://www2.ed.gov/about/offices/list/ocr/docs/tix_dis.html
- <https://www2.ed.gov/about/offices/list/ocr/docs/dcl-title-ix-coordinators-guide-201504.pdf>

Federal Register

- <https://www.federalregister.gov/documents/2020/05/19/2020-10512/nondiscrimination-on-the-basis-of-sex-in-education-programs-or-activities-receiving-federal#citation-1152-p30294>

Joint Guidance on Title IX

- <https://system.suny.edu/sci/tix2020/>
- <https://system.suny.edu/media/suny/content-assets/documents/sci/tix2020/Live-Hearings,-Cross-Examination-and-Advisors-of-Choice.pdf>



GICA

COMPLIANCE
COLLABORATIVE
PROGRAM

2020 Title IX Policy Informal Resolution Mediator Training

Zoom Session

October 2024

2 Hours

AGENDA

- Definitions
 - Sexual harassment
 - Education program/activity
 - Recognized, off-campus student organizations
 - Formal Complaint
 - Complainant
 - Respondent
- Investigative Process
 - Written notice required
 - Presumption of not responsible
 - Rights of Complainant and Respondent
 - Informal Resolution process
 - Formal Resolution process
 - Inspect and review evidence
 - Preliminary Report
 - Investigative Report
- Title IX Informal Resolution – General
 - Role of Mediator
 - Institutions may not require Informal Resolution
 - Informal Resolution not permitted
 - Written notification required
 - Training required

- Role of Title IX Coordinator
 - When considering a Mediator
 - Extra Steps
 - Session conducted by Dr. Laura Whitaker-Lea, Title IX Coordinator, Young Harris College

- Practical Tips
 - Before the meeting
 - General tips
 - First meeting
 - After first meeting
 - Final steps
 - Session conducted by Dr. Ben VanDyke, trained Mediator, Young Harris College

- Appropriate Resolution Options
 - Specific appropriate resolution options

- Preparing the Informal Resolution Agreement
 - Decision points
 - Agreement – requirements

Presenter: Dr. Benjamin VanDyke

Dr. Benjamin Van Dyke earned his PhD in Clinical Psychology from the University of Alabama and completed his internship and fellowship in Adult Behavioral Medicine. He has worked at Young Harris College as Assistant Professor of Psychology for 5 years, including 3 years as Faculty Director of the First-Year Experience. Dr. Van Dyke is trained as a Title IX informal resolution mediator and hearing panel member.

Presenter: Dr. Laura Whitaker-Lea

Dr. Whitaker-Lea serves as the Associate Vice President for Policy and Compliance and College Ombuds at Young Harris College. In this role she also serves as Title IX Coordinator. Previously, she has served as the Chief Student Affairs Officer at three institutions and began her 34-year career in higher education as the Coordinator of Student Conduct at a small liberal arts institution. She holds a BA degree from Berry College, an MA in College Student Personnel from Bowling Green State University (OH), and a Ph.D. in Educational Policy Studies from Georgia State University.

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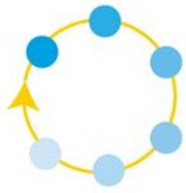
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- [The U.S. Department of Education Releases Proposed Changes to Title IX Regulations, Invites Public Comment | U.S. Department of Education](#)



GICA COMPLIANCE COLLABORATIVE PROGRAM

2020 Title IX Policy Hearing Panel Member Training In-Person/Zoom Sessions November 2024 4 hours

AGENDA

- Definitions:
 - Sexual harassment
 - Education program/activity
 - Recognized, off-campus student organizations
 - Formal Complaint
 - Complainant
 - Respondent
- Role of Decision-Maker
 - Determination by Decision-maker
 - Explanation of Ruling
 - Rules of Decorum
 - Stated Reasons for Cross-Examination
 - Develop Relevant Questions
 - Not Relevant Questions
 - Legally Recognized Privilege
 - Medical Records
 - Rape Shield
 - Hearsay
- Assessment of Credibility
 - Credibility – Factors
 - Credibility – Judgment
 - Missing Evidence
 - Trauma-informed Approaches
- Appropriate Remedial Measures

- Tips from Title IX Coordinator
 - When Considering Hearing Panel Members
 - Extra Steps
 - Practical Considerations
- Tips from Hearing Panel Member Chair
 - Role and Responsibilities
 - Study the Investigations
 - Prepare for Hearing
 - Manage Questions, Rulings and Order
 - Role of Hearing Panel Chair
- Resources

Presenter:

Judith W. Spain, J.D., CCEP

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