



Hagerstown Community College

Title IX Sexual Harassment Grievance Process Informal Resolution Processes

Informal Resolution Process - An alternative resolution process which may be available to the parties to seek Resolution of a Formal Complaint in lieu of the Title IX Grievance Process. Informal resolution is facilitated by appropriately trained individuals, is made available at the discretion of the College and as deemed appropriate by the Title IX Coordinator, and offered only if informed, voluntary and written consent is made by all parties to a complaint. Any party may opt out of the informal process at any time, and the matter will proceed through the Formal Title IX Grievance Process. Examples of informal resolution include but are not limited to, mediation and restorative justice. The results of Complaints resolved by Informal Resolution are not appealable. This option is not available if an allegation is made against an employee.

To initiate an informal resolution process, a Complainant must submit a formal complaint first. After submission of the formal complaint, the Title IX Coordinator will provide additional information if an informal resolution is an option. Parties who wish to initiate an informal resolution process may also contact the Title IX Coordinator.

All parties must agree, in writing, to initiate an informal resolution process. The parties may agree as a condition of engaging in an informal resolution that statements made or evidence shared during the informal resolution process will not be considered in the formal grievance process unless all parties consent.

It is not necessary to pursue informal resolution first to pursue a formal grievance process, and any party participating in informal resolution can stop the process at any time and begin or resume the formal grievance process.

There are three main types of informal resolution:

- Supportive Resolution
 - When the Title IX coordinator can resolve the matter informally by providing supportive measures (only) to remedy the situation.
- Alternative Resolution
 - When the parties agree to resolve the matter through an alternative resolution mechanism such as facilitated dialogue, usually before a formal investigation takes place.
- Accepted Responsibility
 - When the respondent accepts responsibility for violating policy and desires to accept the sanction(s) and end the resolution process.