



### Reporting an Incident

The University of North Texas is committed to providing a safe environment for all community members. **Sexual harassment**, which includes dating violence, domestic violence, sexual harassment, sexual coercion, sexual exploitation, sexual violence, and stalking are strictly prohibited.

Anyone can report prohibited conduct to the university by notifying the **Dean of Students Office** (940.565.2648), the **UNT Police Department** (940.565.3000) or the **Title IX Coordinator** (940.565.2711).

The Dean of Students Office administers disciplinary action for students who allegedly engaged in prohibited conduct.

The disciplinary process is separate from any criminal investigation or legal action. The university, through its victim's advocate, will provide assistance and support to a student regardless of if they ask for disciplinary action.



### What to Expect During an Investigation

The investigators will issue no contact orders. This means the complainant (the person making the report) and respondent (the person accused of misconduct) may not interact during the investigation. Any violation of a no contact order should be reported immediately. Retaliating against someone who makes a report is prohibited. Attempted retaliation should be reported immediately.

The investigators will send a notice of complaint to both parties. This explains what part of the Code of Student Conduct was allegedly violated and invites the parties to meet with the investigators to share their perspectives.

Each person can give a written or oral statements. The investigators may ask for copies of electronic messages, phone records, or other evidence that can support or refute the allegations.

The complainant and respondent can identify people the investigators should talk with who have relevant information about the allegations.

In order to be fair, all information is open to review by the complainant and respondent. Either person can request a copy of all investigation records. Copies will have identifying information (names, email addresses, phone numbers) for students except for the requesting student blacked out.

The investigators will give weekly email updates on the status of the investigation. The investigation is normally completed within 60 days.

Once the investigators have collected all information they will decide if the respondent violated university policy. The standard of proof used is the greater weight of the evidence. This means it is more likely than not that the policy was violated.

### Possible Outcomes

If the respondent is found responsible for violating university policy sanctions will be assigned. Possible sanctions include: **Residence Hall Relocation or Removal**; **Level II or Level III Conduct Probation**; **Suspension** (cannot be enrolled at UNT for a period of time); **Expulsion** (cannot enroll at UNT permanently); **withdrawal** from some or all classes; **trespass** from part or all of campus, and **No Contact Orders**.

If there is not sufficient evidence to conclude the respondent violated university policy then no sanctions are imposed. This does not mean nothing happened; it means there is insufficient evidence to meet the greater weight of the evidence standard required to discipline a student.

The investigators share the result of the investigation and any appeal option in writing with both parties.

### Options to Appeal

**Review by the Committee on Student Conduct and Vice President for Student Affairs**

If the respondent is sanctioned to Level III Conduct Probation, Suspension, or Expulsion either party could ask the Committee on Student Conduct to review the investigators' decision. The investigators and the respondent must attend the committee's review. The complainant can attend in person, by phone, Skype, or by other method, or could choose not to attend at all.



Each party that attends the committee review has up to 45 minutes to present to the committee, which includes any witnesses or questions from the committee.

The committee will share its decision with all parties in writing. Any party can request a final review by the Vice President of Student Affairs. This review is a paper review only; the VPSA will accept written statements from each party and then notify all parties of the outcome in writing.

#### Requests for Reconsideration

If there is insufficient evidence to find the respondent responsible for violating a university policy, or if the respondent is sanctioned to anything except Level III Conduct Probation, Suspension, or Expulsion, either party can ask the investigators to reconsider their decision by providing new information within 3 days.

The investigators will consider all additional information and make a final decision, which both parties receive in writing.

#### Advice and Support

An advisor can help students be well-prepared to participate in the conduct process. The complainant and respondent can be accompanied by an advisor to any disciplinary meeting. Advisors do not represent or speak for the person they advise.

The Dean of Students Office has a list of advisors who have training and experience working with the disciplinary process for sexual harassment. A complainant and respondent party can work with an advisor provided by the university, an advisor of their own choosing, or have no advisor.

The Dean of Students Office can also provide referrals to on-campus or community-based counseling services to assist the complainant and respondent with anxiety, depression, or stress.

#### Dean of Students Office

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Denton TX 76203-5017

940.565.2648  
940.369.8440 Fax  
deanofstudents@unt.edu  
<http://deanofstudents.unt.edu>

The Dean of Students Office fosters the development of leadership, civility, accountability, and responsibility in the University of North Texas student; builds community through service and involvement; and serves as an advocate for all students. This office is dedicated to supporting the UNT student who may need assistance in resolving complex personal and academic matters. We strive to help all students achieve their academic and personal goals and enhance the UNT student experience.

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If you need a reasonable accommodation because of a disability to fully participate in the conduct process please contact the Dean of Students Office at 940.565.2648. Please make this request as soon as possible to allow sufficient time to arrange the reasonable accommodation.

## Understanding the Conduct Process for Allegations of Sexual Harassment

“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...”

Title IX, Education Amendments of 1972

DEAN OF STUDENTS  
Division of Student Affairs

UNT