The Administrative Investigation Process under the Butler University Sexual Misconduct Policy

Case referred to investigator by Title IX Coordinator

Investigation
May include:
- Interviews with Complainant, Respondent, and witnesses
- Review of written documentation and other relevant information
  Each party is given the opportunity to provide relevant information

Preliminary Investigation Report
Creation and Review
The investigator will create a Preliminary Investigation Report, which may include:
- Summaries of meetings and materials gathered in the course of investigation
- Identification of disputed and non-disputed material facts
- Definitions of prohibited conduct and related terms under the Policy that the investigator determines to be relevant
- Preliminary recommendation regarding outcome, based on the preponderance of the information (more likely than not) standard

Each party will have 7 calendar days to review and respond to the Report. Each party will also be provided with any response from the other party and given 3 calendar days to respond.

Final Investigation Report
The investigator will finalize the Preliminary Investigation Report, incorporating party responses at their discretion, and making a final recommendation regarding outcome, including sanctions, if applicable. This Final Investigation Report will be submitted to the Title IX Coordinator (TIXC).

Outcome Determination
The TIXC will make a determination of outcome, using the preponderance standard. Parties will be given written notice of outcome within 10 calendar days of the submission of the Report to the TIXC.

Appeal
Either party may submit an appeal based on one of the following grounds: (1) significant procedural error or (2) new information. Appeals must be submitted within 7 calendar days of receiving notice of outcome.