

## SAVANNAH STATE UNIVERSITY TITLE IX PROCESS AND PROCEDURES

### POSSIBLE SANCTIONS FOR VIOLATIONS OF UNIVERSITY TITLE IX POLICIES

- Warning – Verbal or Written
- Performance Improvement/Management Process
- Required Counseling
- Required Training or Education
- Probation
- Residential Suspension
- Residence Hall Ban
- Suspension
- University Expulsion
- Other Actions: In addition to or in place of the above sanctions, Savannah State University may assign any other sanctions as deemed appropriate.

### UNIVERSITY TITLE IX PROCESS AND PROCEDURES

- The University's applicable procedures can be found online at [06.07.03 Responding to Reports of Sexual Misconduct](#). If you need a hardcopy or accessible copy of these procedures, you should direct a request to [titleix@savannahstate.edu](mailto:titleix@savannahstate.edu).
- You are expected to preserve any evidence in your possession related to the allegations. Examples include, but are not limited to, screenshots of social media posts or electronic conversations (e.g., Snaps, Facebook Messenger, WhatsApp, TikToks, text messages, etc.), written communication, audio or video recordings, photos, receipts, call logs, or any other relevant information.
- Please plan to bring all evidence, documents, and items that you believe will be helpful to the investigator(s) to your interview or provide them beforehand. Originals are preferred to copies, and all materials should be in unaltered form. Expect that you will be asked to verify the accuracy and authenticity of evidence you provide. If information is stored on an electronic device (e.g., cell phone) it is recommended that you be able to show the device itself to the investigator(s) during the interview.
- Breaks are permitted during the interview, upon request.
- You should plan to be available for the interview for at least 2(two) hours.
- You may bring materials into the interview that are relevant to the investigation, but no other materials, bags, backpacks or personal items are permitted. Phones should be silenced if you will have one with you.
- You will be permitted to ask questions of the investigator(s) and should be prepared for them to ask many questions of you. Your honesty and cooperation are expected. You are expected to maintain decorum during the interview and to respect the serious nature of the proceedings.

- The University cannot obligate you to participate in the interview. If you do not intend to attend, please notify Flora Devine, Esq. Title IX Coordinator at [titleix@savannahstate.edu](mailto:titleix@savannahstate.edu) as soon as possible.
- Your rights in the process are detailed throughout the Title IX Reporting and Resolution Process.

### ***Investigation & Interview***

The investigator is a neutral professional whose role is to objectively collect and compile all available information relevant to the allegations and compose a thorough, detailed investigation report. They will be taking notes and/or recording during the interview. A summary or transcript of your interview will be provided to you following the interview and you will be asked to verify its accuracy, in writing.

If you have any questions regarding the qualifications or training of an investigator, please feel free to contact the investigator directly. Similarly, if you have a concern that the investigator is potentially biased or has a conflict of interest, you must raise that issue with the Title IX Coordinator prior to your scheduled interview.

### ***Advisors***

You have the right to an advisor of your choosing to accompany you to all meetings, interviews, and hearings and to assist you in this process. **If you would prefer that the institution appoint a University-trained advisor for you, please let me know as soon as possible.**

Although you are strongly encouraged to be accompanied by an advisor (who can be an attorney) for all meetings, should you proceed without an advisor, and should this matter proceed to a hearing under the Sexual Misconduct Policy, then an advisor designated by the University will be provided to you for purposes of conducting questioning during the hearing. This is required by federal regulations.

Upon request, a pre-interview meeting between you, your advisor, and the investigator(s) to explain the University process and answer any questions may be arranged by contacting the investigator.

### ***Retaliation***

University policy prohibits retaliation, as defined at [06.07.02 Retaliation](#). Retaliation exists when an individual harasses, intimidates, or takes other adverse actions against a person because of that person's participation in an investigation or because of their support of someone involved in an investigation.

The University will impose sanctions on any faculty, student, or staff member found to be engaging in retaliation, or on individuals who encourage third parties to retaliate on their behalf.

If you experience any retaliation, please contact the Title IX Coordinator immediately.

***Confidentiality***

Both the Complainant and Respondent have the right to discuss this matter with your advisors and others, but the institution will conduct this investigation confidentially, meaning that it will only share information as permitted or required by law. The University asks for your discretion in what you choose to share and hopes that you will respect the private and sensitive nature of these allegations.

***Campus Resources***

Because this matter may result in many questions and potential distress, you are encouraged to avail yourself of any of the following resources that you may find helpful as you work to resolve this matter.

Counseling Services

912-358-3114- general mental health services

***Confidential Resources***

***Office of Accommodations and Access Services***

If you or another individual needs reasonable accommodations due to a qualifying disability in order to fully and meaningfully participate in this process, please contact (912)358-3080 prior to any meeting or interview for which reasonable accommodations may be needed.

Should you have any questions about the process and/or the interview, please contact your investigator(s) for this matter via email or at 912-358-4055 or A brochure summarizing all relevant University policies, procedures, supports, and resources can be found attached to this email.