

Department of Title IX Advisor Training

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Department of Title IX

Institutional Equity and Compliance

EMORY UNIVERSITY





Thank you for volunteering!

- Advisors are essential to due process and support.
 - Your presence impacts trust and trauma response.
 - Advisors uphold the integrity of the process.
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Learning Objectives



TITLE IX
REFRESHER



ROLE OF THE
ADVISOR



RESOLUTION
PROCEDURES



COMPLAINANT &
RESPONDENT RIGHTS
AND SUPPORT
RESOURCES



CROSS-
EXAMINATION
PRACTICE

Department of Title IX Team



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Title IX Investigator



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Title IX Investigator



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Title IX Case Manager



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Administrative Assistant



Topics ahead include
sexual assault, sexual misconduct,
dating and domestic violence,
stalking, and pregnancy

Content Warning



Title IX Overview

What is Title IX?



Civil rights law that protects individuals from sex-based discrimination in education programs or activities that receive federal financial assistance.



Sexual harassment, sexual violence, dating violence, domestic violence, or stalking.



Requires a prompt and timely response by the Department of Title IX. DTIX also coordinates pregnancy accommodations for students and employees.

Policy 8.2: Sex and Gender-Based Harassment and Discrimination



- The Emory community is committed to a safe environment free of discrimination, harassment, and violence for students, faculty, staff, and third parties
- Department of Title IX fairly and equitably responds to incidents of sexual misconduct
- You can be part of the solution toward ending harassment and violence



Definitions



Title IX Misconduct

- Sexual harassment that is severe, pervasive, and objectively offensive
- “Quid pro quo” sexual harassment by employees
- Sexual assault
- Domestic violence
- Dating violence
- Stalking

Prohibited Conduct/ Sexual Misconduct

- Non-consensual sexual contact/intercourse
- Sexual exploitation
- Assisting in prohibited conduct
- Retaliation
- Violation of protective measure
- Gender-based harassment
- Other forms of sexual harassment not covered by Title IX

Category may also be determined by incident location (on or off campus) and the context where the behavior occurred (educational programs or activities)

Affirmative Consent



- A knowing, voluntary, and mutual agreement by all participants
- Clear words or actions
- Specific
- Ongoing
- Person who initiates sexual activity is responsible for ensuring consent from their partner(s)

When can someone not consent?

- Asleep
- Incapacitated
- Underage
- Coerced
- Disability?
- Power imbalance?

Responsible Employees



Includes nearly all employees:

- Faculty
- Staff
- Resident Advisors (RAs)
- Teaching Assistants (TAs)

Excludes confidential resources:

- Office of Respect
- Counseling and Psychological Services (CAPS)
- Center for Counseling and Wellbeing @ Oxford
- Student Health Services
- Faculty Staff Assistance Program (FSAP)
- Office of Spiritual and Religious Life
- Ombuds Office



Title IX Reporting



Title IX

FILE A REPORT

If you would like to file a report of sexual misconduct, please click the "FILE A REPORT" button above. You will be redirected to an online reporting form. The Department of Title IX will receive your form upon submission and will contact the impacted party to discuss resources, supportive measures, and the complaint process.

REQUEST PREGNANCY ACCOMMODATION

If you would like to request an accommodation for a pregnancy or pregnancy-related condition, please click the "REQUEST PREGNANCY ACCOMMODATION" button above. You will be redirected to an online reporting form. Once at the reporting form, please select "Pregnancy Accommodations" for the report type.

TITLE IX

- FILE A REPORT
- REPORTING AND FAQs
- SEX AND GENDER-BASED HARASSMENT AND DISCRIMINATION POLICY
- PREGNANCY NON-DISCRIMINATION POLICIES
- SEXUAL MISCONDUCT RESOURCES
- TITLE IX PROCESS
- TRAINING
- STAFF DIRECTORY

TitleIX.emory.edu

Include:

- Name of complainant (affected party)
- Name of respondent (if known)
- Date, time, location details
- As many additional details as possible
- Your name and contact info for follow-up

Campus Security Authorities have an additional duty to report to clery.emory.edu



Role of the Advisor

Advisor (Defined by Policy 8.2)



The Complainant and the Respondent may be accompanied to any meeting or hearing by the advisor of their choice through the course of the Title IX process. The advisor may be any person, including an attorney.



The University offers trained Title IX advisors. Advisors support the Complainant or Respondent through the investigation and adjudication process. Individuals interested in utilizing a University Title IX advisor should submit a request in writing.



If a party does not have an advisor for the hearing, the University will select an advisor, at no cost to the party, for the purpose of conducting cross-examination.

Expectations of an Advisor



SUPPORTIVE – INFORMED – REPECTFUL – PRIVATE

Know the Scope of Your Role

- You are not a legal representative or a mental health counselor.
- You do not speak on the student's behalf (except during cross-examination at the hearing).
- You are present to support, advise, and help navigate the process.

Stay Informed and Prepared

- Review Emory's Policy 8.2 and understand each stage of the resolution process.
- Help the student understand timelines, rights, and responsibilities.
- Assist in reviewing documents like the Directly Related Evidence (DRE) and Report of Investigation (ROI).

Expectations of an Advisor (cont'd)



Be Respectful and Non-Adversarial

- Maintain a calm, professional tone in all meetings and hearings.
- Do not interrupt investigators, hearing officers, or witnesses.
- You can help the student prepare, but the decisions should be theirs.

Protect Privacy and Integrity

- Do not share details of the case with others.
- Avoid retaliation or influencing witnesses.
- Report any conflict of interest.
- Violating expectations may result in removal from the process.

Prior to Agreeing to Serve as an Advisor



Time Commitment.

Understand the time you will need to commit to serve as an advisor.



Conflict of Interest Check.

If you believe that serving as an advisor in the DTIX process is a conflict of interest with your role at Emory, you should decline. DTIX will share the parties' names with you so you can conduct an internal conflict check.



Self-Care.

Recognize this process may involve very difficult and complicated topics. Consider how best to care for yourself and your wellbeing.

Snapshot of Advisor Time Commitment:

Title IX Misconduct



1. **Attend informational meeting with DTIX & advisee** via Zoom - - - - - 45 minutes-1 hour
2. **Attend meeting with Investigator & advisee** via Zoom - - - - - 1-2 hours
3. **Attend possible follow-up meeting with Investigator & advisee** via Zoom - - - - - 30 minutes
4. **Assist with directly-related evidence (DRE) review** (Zoom, phone, or in person with advisee) - 1 hour
Note: DRE review has a 10-business day deadline
5. **Assist with review of the Report of Investigation (ROI)** for written response - - - - - 1-2 hours
(Zoom, phone, email, or in person with advisee)
Note: ROI review has a 10-business day deadline
6. **Pre-hearing preparation** - - - - - 1-2 hours
(review ROI and policy; review draft questions, opening and closing statements from advisee)
7. **Attend the hearing to support advisee & conduct cross-examination** via Zoom - -one full work day
8. **Assist with review of the Hearing Officer's Determination** for potential appeal - - - - - 1 hour
(Zoom, phone, email, or in person with advisee)
Note: Appeal deadline is 7 business days

Approximate total time: 16 hours



Resolution Procedures

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Rights of Participants



Presumption of
“not responsible”

Share/
review
evidence

Identify/
question
witnesses

Non-
retaliation

Alcohol/drug
amnesty

Privacy

Written explanation
of outcome

Appeals

Advisor

Unbiased
personnel

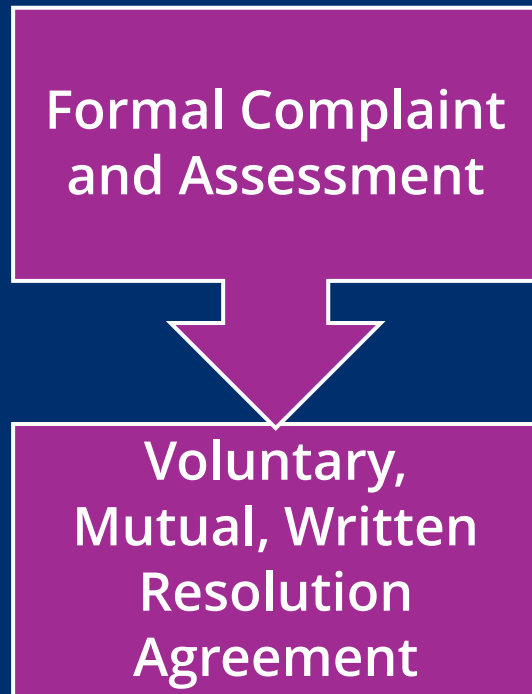
Reasonably
prompt

Exclusion of unrelated
sexual behavior

Resolution Process Overview



Informal Resolution



Prohibited Conduct Appendix B



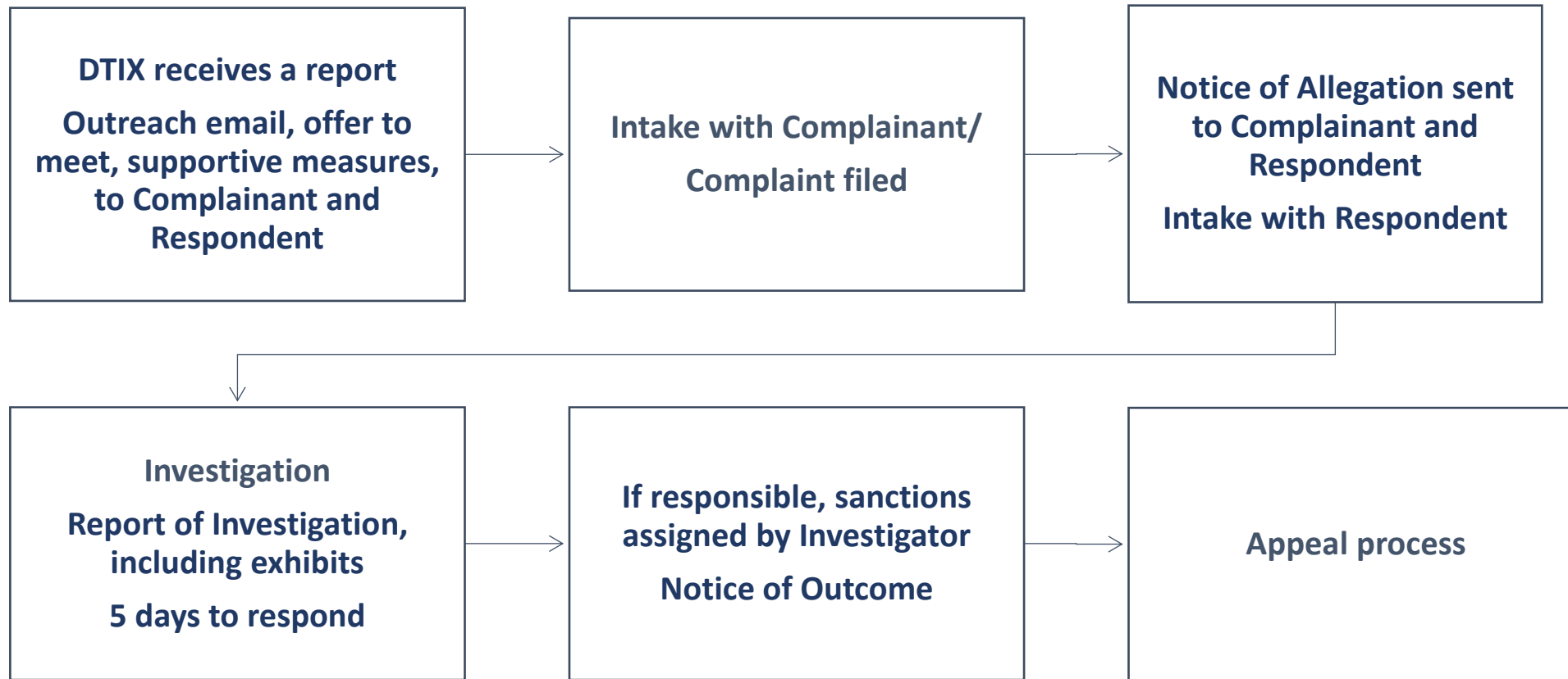
Title IX Misconduct Appendix A



Detailed Formal Administration Resolution Process (Appendix A)



Detailed Formal Administration Resolution Process (Appendix B)



Grounds for an Appeal

Appendix A (Title IX)

Both parties have the right to appeal on the following bases:

- **Procedural irregularity** that affected the outcome of the matter, which may include, but is not limited to, failure to objectively evaluate all relevant evidence.
- **New evidence** that was not reasonably available at the time.
- The Title IX Coordinator, investigator(s) or decision-maker(s) had a **conflict of interest or bias** for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

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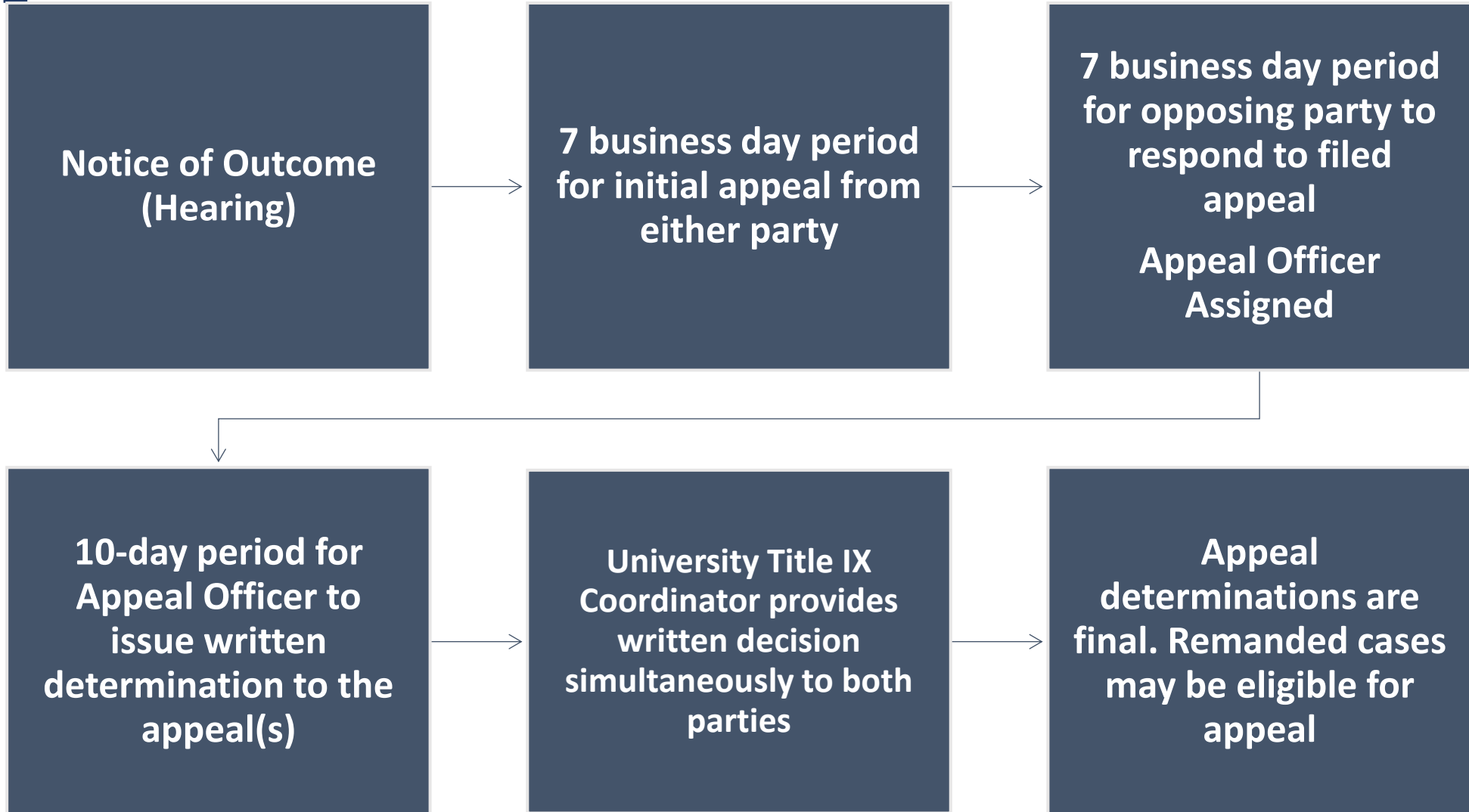


Appendix B

Both parties have the right to appeal on the following bases:

- To consider **new information** not known or knowable to the appealing party during the investigation.
- To allege a significant **procedural error** that may have substantially impacted the fairness of the investigation, the decision, and/or the sanction.
- To allege that the **sanction imposed is overly excessive or insufficient** based upon the weight of the information.

Appellate Process





Hearings and Cross-Examination

Hearing Format

- Introductions and opening instructions by the Hearing Officer
- Brief opening statements by the Complainant and Respondent (5 minutes max. per party)
- Questions posed by the Hearing Officer to Complainant
- Cross-examination of Complainant
- Questions posed by the Hearing Officer to Respondent
- Cross-examination of Respondent
- Questions posed to each participating witness by the Hearing Officer
- Cross-examination of Witnesses
- Brief closing statements by the Complainant and Respondent (5 minutes max. per party)
- Closing instructions from the Hearing Officer before hearing adjourns. Deliberations are closed.



Cross-Examination of Parties and Witnesses

After completing their questions, Hearing Officer will call for a break.

- The party or parties will have time to write down their cross-exam questions. Advisor can assist with wording.
- Submit cross-exam questions to Hearing Officer during the break.
- Hearing Officer will review the questions for relevance.

Next steps can proceed as follows:

- Hearing Officer will ask Advisor to ask each question and pause. Hearing Officer will make a determination as to relevance after the question is asked. The party or witness will either be allowed to answer, or the Hearing Office will state a reason for irrelevance.

Why are Some Questions Irrelevant?



Duplicative

Asked and Answered

Unrelated to the incident

Pertaining to character evidence

Pertaining to complainant's
unrelated sexual behavior

Hearing Best Practices



Knowledge is Power: Understand each step in the process to best support your advisee.

Preparation is key: Review the policy and specific allegations. Focus your advisee there instead of the wide net of information in the ROI. Be familiar with evidence exhibits.



Support: Recognize that this process is stressful and may impact your advisee's ability to retain or understand information. Two heads are better than one.



Empower the advisee: Let the advisee do the work and focus on helping them rather than doing the work for them.



The Power of a Break: Check in with your advisee and ask for breaks. Remind them that they can ask for clarification or help.

Cross-Examination Best Practices



- Advisee should draft cross-examination questions for Advisor's review.
- Assist the advisee with preparing questions (in advance) for the opposing party and any witnesses.
- Questions should be open-ended. Avoid asking "yes" or "no" questions.
- Consider that there is **no** opportunity to ask follow-up questions, so ask complete questions.
- Remember that the DTIX Hearing process is non-adversarial. Be respectful of the other party and witnesses, the Hearing Officer, and DTIX staff.
- Check in on your advisee's emotions and well-being during their own cross-examination. Ask for breaks when needed.



Student Support Resources

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DTIX Supportive Measures

Available with
or without a
formal
complaint/
investigation

Individualized,
non-punitive,
personalized
services or
support

Examples:

Counseling, mutual
no-contact orders,
housing changes,
academic
accommodations,
change of work or
class locations,
safety escort



Emory Resources



Confidential resources:

- **Office of Respect** – respect.emory.edu | 404-727-1514, press 1
- **Counseling and Psychological Services (CAPS)** – counseling.emory.edu | 404-727-7450
- **Center for Counseling and Wellbeing @ Oxford** – counseling.oxford.emory.edu | 770-784-8394
- **Student Health Services** – studenthealth.emory.edu | 404-727-7551 | 770-784-8376 (Oxford)
- **Faculty Staff Assistance Program (FSAP)** – hr.emory.edu/fsap | 404-727-9355
- **Office of Spiritual and Religious Life** – religiouslife.emory.edu | 404-727-6226 | oxorsl@emory.edu (Oxford)
- **Ombuds Office** – ombuds.emory.edu | ombuds@emory.edu

Non-confidential resources:

- **Student Case Management and Intervention Services** – success.emory.edu | 404-430-1120
- **Center for Student Wellbeing** - wellbeing.emory.edu | csw@emory.edu
- **Emory Police Department** – police.emory.edu | 404-727-6111 or 911



Director
Emily T. Palmieri, Ph.D

Assistant Director of Sexual and Relationship Harm
Prevention
Micaela Harris, MSW



Counselor/Advocate
Bethany Miller, MSW,
LCSW



Counselor/Advocate
Louise Turner, LPC



OFFICE OF RESPECT

GREETINGS FROM THE OOR TEAM

The purpose of the Office of Respect is to work with key stakeholders to eradicate sexual assault, sexual harassment, stalking, and intimate partner violence to create a safer, healthier campus where all students can learn, grow, and thrive. This occurs through education, bystander intervention training, crisis intervention, advocacy, policy development, and supportive peer networks.



SERVICES

PREVENTION

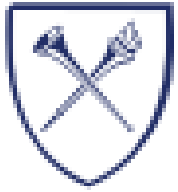
- AD for Sexual and Relationship Harm Prevention
- Culture of Respect collective impact framework
- Educational workshops and Outreach

CONFIDENTIAL COUNSELING

- 2 licensed therapists (LPC, LCSW)
- Trauma specialty
- No sessions limit

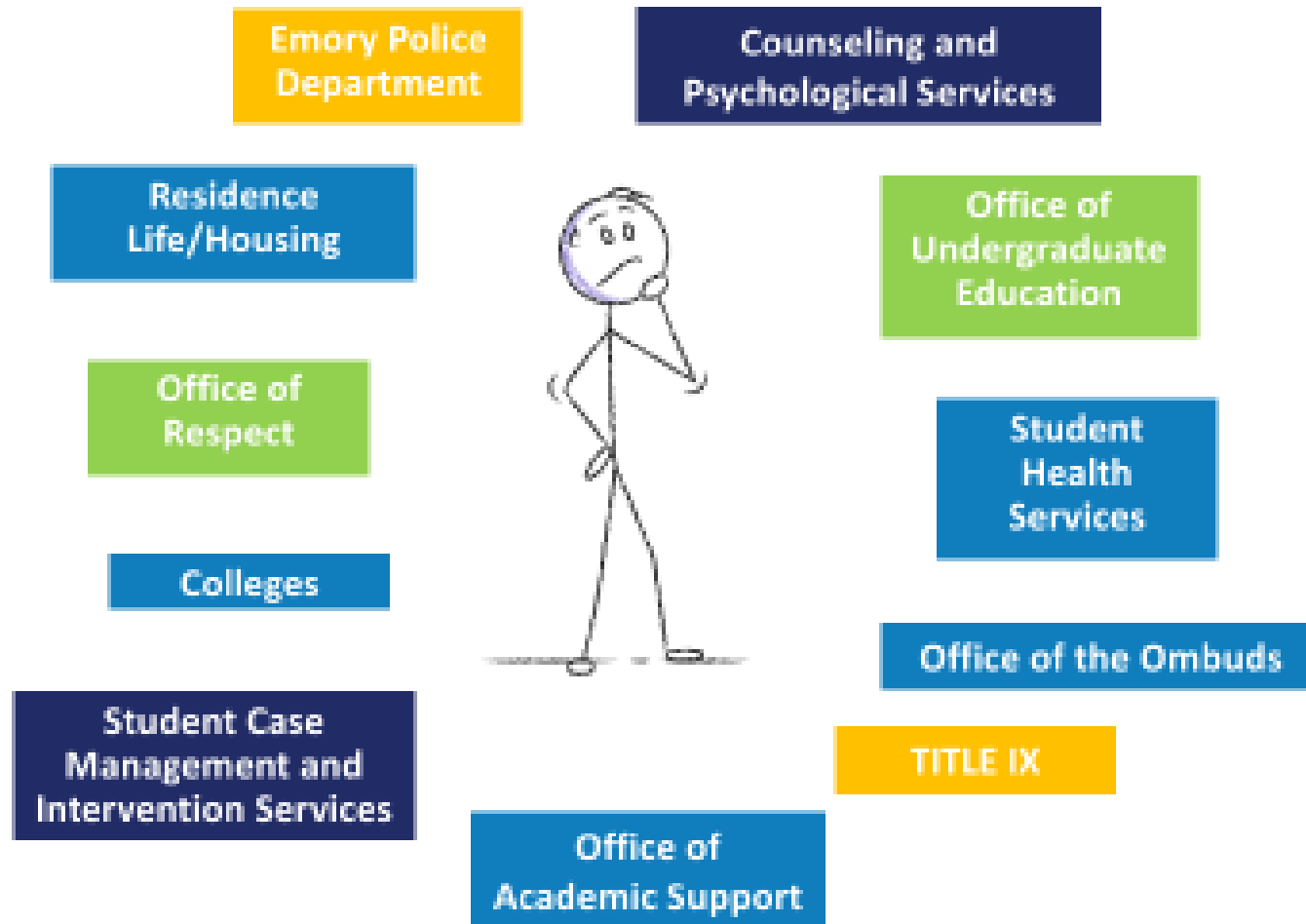
24/7 CRISIS ASSISTANCE AND ADVOCACY

- Coordination with law enforcement, medical support, & safety planning
- Reviewing options forward, DTIX and criminal reporting accompaniment



CONSULTATION

Lack of coordinated clarity of response and support procedures.



Depending on the situation, the order in which students seek support can vary.

Emory offers many resources with distinct roles centered around **emergency response, advocacy and support.**

By **starting with Respect**, we can provide a survivor-led journey.



HOW TO CONTACT OFFICE OF RESPECT



AMUC Suite 110:

- Survivor Lounge available Monday – Friday from 9 a.m. - 5 p.m.
- On-call support is available 24/7 during the academic year.
- Email for non-urgent needs: respect@emory.edu



404-727-1514

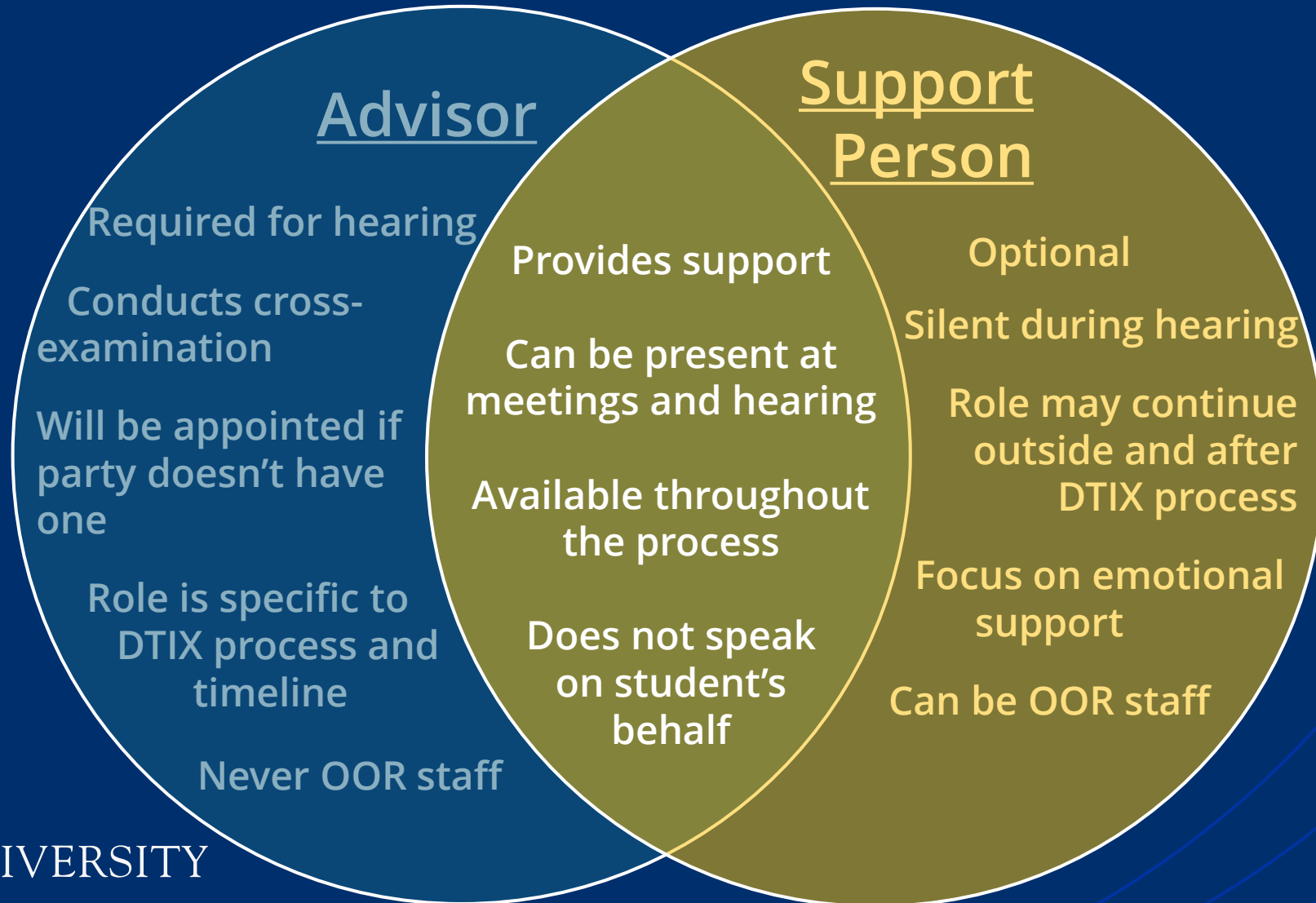


respect.emory.edu



[@emoryofficeofrespect](https://www.instagram.com/emoryofficeofrespect)

Differentiating Advisor and Support Person





Cross-Examination Practice

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The Complaint



Undisputed facts from the ROI:

- Complainant P. Galore and Respondent J. Bond are both graduate students in Environmental Sciences.
- Prior to the incident, the parties were friendly and had hung out socially in a group/public setting 2 times. The second time, Mr. Bond asked Ms. Galore on a date. She declined.
- On September 17, 2025, Ms. Galore and Mr. Bond were at Goldfinger Farm about 2 hours away from campus to conduct field research.
- The incident was recorded via surveillance camera footage that Mr. Goldfinger provided to DTIX.

The Investigation



Disputed facts from the ROI:

- Complainant Galore stated that Respondent Bond's sexual advances were so strong that she had no choice but to use physical force to attempt to stop him. Complainant said she became scared once Respondent flipped her onto the hay.
- Complaint contends Respondent forcibly kissed her without her consent.
- Respondent stated that he and Complainant had a flirty dynamic together. He characterized the incident as "play fighting" in the barn.
- Respondent contends that Complainant kissed him back and consented.

Relevant policy:

- See Policy 8.2, page 11, Section IV-A, 9. Sexual Harassment (Title IX Misconduct)
- "Sexual harassment occurs when . . . (2) an individual is subjected to unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies the individual equal access to the University's education program or activity."

The Hearing



You are the **Advisor of Respondent Bond**. Following the usual procedure, the hearing has progressed with introductions, instructions, and opening statements. The Hearing Officer just concluded asking questions to the Complainant. Her responses were consistent with her interview with the Investigator as included in the ROI.

The Hearing Officer has just called a break so the Respondent can submit his questions. He has prepared the following. What are your suggestions and feedback?

1. Weren't you having fun with the Respondent when you two hung out on prior occasions before the incident?
2. Did you have a conversation with the Respondent in the lab about 2 weeks before the incident where you were talking about your past relationships?
3. Did you tell the Respondent you enjoy "rough sex?"
4. On the date of the incident, why did you grab the Respondent's arm and flip him when all you two were doing was talking?

The Hearing



Now, imagine **you are the Advisor of Complainant Galore** instead. The Hearing Officer asked questions to the Respondent who was also consistent with his prior statements.

The Hearing Officer called a break so the Complainant can submit her questions. She has prepared the following. What are your suggestions and feedback?

1. Why did you kiss me after I already told you I didn't want to go on a date?
2. During the incident, as shown in the video clip, you said something to the effect of "grant a condemned man his last request." What did you mean by that?
3. Why did your ex-girlfriend from your undergraduate university make a Tiktok where she said you sexually assaulted her?
4. Are you sorry about what you did?

Local and National Resources



Atlanta area 24/7:

- **In Safe Company** – wrcdv.org
 - 404-688-9436 (domestic violence hotline)
 - 404-377-1428 (sexual assault hotline)
- **Mosaic Georgia** – mosaicgeorgia.org | 866-900-6019
- **Atlanta Police Department** – atlantapd.org | 404-658-6666 or 911

National hotlines 24/7:

- **National Sexual Assault Hotline/RAINN** – rainn.org | 800-656-HOPE (4673)
- **National Domestic Violence Hotline** – thehotline.org | 800-799-SAFE (7233)

Department of Title IX Contacts



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