

What is the OEC?

The Office for Equity and Compliance (“OEC”) coordinates LUC’s timely, thorough, and impartial response to reports of sexual misconduct, discrimination, and equity-based retaliation. One way we do that is by implementing the Grievance Process when a complaint is filed with our office.

Our staff includes the Executive Director for Equity & Compliance (“EDEC”, who serves as LUC’s Title IX Coordinator), several Equity Investigators (who serve as Deputy Title IX Coordinators), and a Case Management Specialist. We work with independence and authority free from bias or conflicts of interest.



This guide serves as a quick reference only. For complete information, please refer to the University’s Comprehensive Policy here:



*or at
LUC.edu/equity/policyprocedure/
comprehensivepolicy*

Title IX Grievance Process

Quick Guide

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Preparing people to lead extraordinary lives

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Definitions



Affected Party: A person who reports (or has been reported as) having experienced prohibited conduct under the Comprehensive Policy

Grievance Process (“GP”) Complaint: A written request to the University to investigate and decide about alleged misconduct that meets the legal requirements of Title IX sexual harassment

Complainant: An Affected Party after they have submitted a complaint

Respondent: A person who is alleged to have engaged in prohibited conduct under the Comprehensive Policy

Under the law, some forms of sexual harassment constitute **Title IX sexual harassment**, which means that the University must follow its Grievance Process in addressing the alleged misconduct.

Title IX sexual harassment can include:

- Some instances of *quid pro quo* sexual harassment
- Hostile environment sexual harassment
- Sexual assault
- Dating violence
- Domestic violence
- Stalking

OEC staff is available to answer any questions about this or any other type of misconduct.

Timely Resolution



The OEC strives to resolve all GP complaints in a prompt and timely manner, within six months from the receipt of a GP complaint, excluding the appeals process. The GP process may be delayed for good cause (for example, the absence of a party or witness) and with written notice to the parties of the delay.

Standard of Evidence

The University applies the “preponderance of the evidence” standard to determine whether or not the Comprehensive Policy was violated. That means that the GP hearing administrators will impartially consider all available evidence to determine whether it was more likely than not that the violation occurred.



Process Overview

1

Initial Evaluation & Complaint Processing

After receipt of a complaint, the OEC will:

- Conduct a **preliminary review** to determine initial next steps and offer supportive measures.
- Provide a **Notification of Allegations** to each party.
- Assign an OEC investigator to the matter.

2

Investigation & Findings

The OEC investigator will engage in the thorough and impartial collection, review, and analysis of all **relevant evidence**, which typically involves holding interviews with parties and witnesses.

The Complainant and Respondent will both have an opportunity to respond to the evidence. The Investigator then issues a final report summarizing all of the relevant evidence.

3

Live Hearing

Under Title IX, the University must conduct a live hearing, either in person or by video conference. Hearings are facilitated by one or more hearing administrators, who review all relevant evidence, present questions to the parties and witnesses, and make **findings of responsibility**. Where applicable, hearing administrators also determine sanctions.

4

Appeals

Both the Complainant and the Respondent have the **right to appeal** findings and/or sanctions within a set time limit. If a party chooses to appeal, the non-appealing party is notified and may issue a response if they choose to do so. Appeals are reviewed by appeal administrators.