



Title IX Team: Roles

Title IX Sexual Harassment & Discrimination

The assignment of roles and responsibilities is based upon a mixture of position designation and volunteers from administration, faculty, and staff. No one receives extra compensation for their work with Title IX, which is a valuable service to the institution. Each role is important.

TITLE IX COORDINATOR

Function: Responsible for the College's compliance with federal and state laws and/or regulations related to Title IX and the Clery Act as enacted in the policy and accompanying procedures. The Coordinator has oversight over the entire Title IX process – including taking complaints, initial notification of the parties, implementing supportive measures, implementing informal resolutions where indicated, referring to formal investigation/hearing, and implementing the outcome.

Name: Jaennae Snyder, Human Resources Representative

Trainings:

- Title IX: Past, Present and Future – October 19th, 2021
- Title IX Legal Issues and Inclusive Leadership in Practice – October 27th, 2021
- ATIXA Title IX Hearing Officer & Decision-Maker Training – November 9th & 10th, 2021
- ATIXA Title IX Investigator Training and Practical Skills Certification Course – October 11th & 12th, 2022
- ATIXA Title IX Investigator Training and Practical Skills Certification Course – January 30th & 31st, 2024
- ATIXA 2024 Title IX Regulations: Overview and Investigator Training – August 26th & 27th, 2024
- ATIXA 2026 Title IX Investigation Foundations Level One: Procedures & Critical Skills for Higher Education – April 20th & 21st, 2026
- Vector LMS Title IX and Sexual Harassment
- Vector LMS Title IX and Sexual Harassment Prevention for Employees
- Vector LMS Title IX Regulations and Roles Overview
- Vector LMS Title IX Roles of Employees
- Vector LMS Clery Act Overview

INVESTIGATOR(S)

Function: Responsible for conducting formal investigations of any complaint that is referred for formal action. Investigations must follow strict federal requirements including the written report detailing the evidence and the findings.

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HEARING OFFICER(S)

Function: Responsible for conducting disciplinary hearings upon the conclusion of the investigation, determining whether the Respondent violated policy, and if so, assigning the appropriate sanction. Hearings must follow strict federal requirements. The Title IX Coordinator may “preside” over the hearings for procedural purposes only. All Hearing Officers will hear each case unless there is a conflict of interest or unavoidable scheduling conflict.

Name: Monica Wilson, Vice President of Academics and Student Services

Trainings:

- Title IX: Past, Present and Future – October 19th, 2021
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APPEAL OFFICER

Function: Responsible for considering any appeal that is submitted by either party at the conclusion of a hearing. Appeals must satisfy eligibility criteria and are conducted via review of



the record/documents only. Appeal Officer determines if there are grounds to modify the findings/outcome.

Name: Dr. Thomas Striplin, President

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ADVISORS

Function: May accompany any party to a meeting or interview during the intake, assessment, and/or investigation processes. May offer guidance on the process to the party but may not participate at these steps. Must accompany a party to a hearing and cross-examine the other party or witnesses. Advisors may be any person of the party's choosing (eg., family member, friend), an attorney or an Eastern faculty/staff member who volunteers to serve in a pool. Eastern advisors must be able/willing to help any party who selects them from the pool and may not be biased.

Eastern Advisor Pool: Dominic Phillips – Associate Dean of Academics and Assessment
Curtis Hakala – Online Academic Advisor/English Faculty

Trainings:

- Title IX: Past, Present and Future – October 19th, 2021 (Curtis Hakala, Dominic Phillips)
Title IX Legal Issues and Inclusive Leadership in Practice – October 27th, 2021 (Curtis Hakala, Dominic Phillips)
- ATIXA Title IX Hearing Officer & Decision-Maker Training – November 9th & 10th, 2021 (Curtis Hakala)
- ATIXA Title IX Investigator Training and Practical Skills Certification Course – October 11th & 12th, 2022 (Curtis Hakala)
- ATIXA Title IX Investigator Training and Practical Skills Certification Course – January 30th & 31st, 2024 (Dominic Phillips)
- ATIXA 2024 Title IX Regulations: Overview and Investigator Training – August 26th & 27th, 2024 (Dominic Phillips) ATIXA 2026 Title IX Investigation Foundations Level One: Procedures & Critical Skills for Higher Education – April 20th & 21st, 2026 (Dominic Phillips)
- Vector LMS Title IX and Sexual Harassment (Curtis Hakala, Dominic Phillips)
- Vector LMS Title IX and Sexual Harassment Prevention for Employees (Curtis Hakala, Dominic Phillips)



- Vector LMS Title IX Regulations and Roles Overview (Curtis Hakala, Dominic Phillips)
- Vector LMS Title IX Roles of Employees (Curtis Hakala, Dominic Phillips)
- Vector LMS Clery Act Overview (Curtis Hakala, Dominic Phillips)