

INDIVIDUAL CAMPUS VISIT TEMPLATE

In Person Or Zoom

TIME	DAY ONE	DAY TWO	DAY THREE
8:30 to 9:30 a.m.	Title IX Coordinator	DHR Administrator	Counseling
9:45 to 10:45 a.m.	Title IX Team Student Cases¹ <i>(All individuals in the interview list who intersect with student cases)</i>	Human Resources Faculty Affairs² <i>(Any additional individuals who intersect with employee cases)</i>	Health Services
11:00 a.m. to 12:00 p.m.	Title IX Team Student Cases <i>(All individuals in the interview list who intersect with student cases)</i>	Human Resources Faculty Affairs <i>(Any additional individuals who intersect with employee cases)</i>	Health Promotion Education
Working Lunch			
1:00 to 2:00 p.m.	VP Student Affairs Dean of Students	Provost	Residence Life & Housing
2:15 to 3:15 p.m.	Student Conduct	Campus Law Enforcement	Diversity and Inclusion
3:30 to 4:30 p.m.	Victim Advocate	Athletic's Department	Identity Center Affinity Group Directors
4:45 to 5:45 p.m.	Campus Counsel	Clery Coordinator	Open

Other Campus Constituents: Faculty (e.g. faculty committee that focuses on Title IX/DHR issues, if one exists, and/or faculty leaders or open forum), Students (e.g. student group that focuses on Title IX/DHR issues, if one exists, and/or student leaders or open forum), Investigators, Greek Life Coordinators, Hearing Officers/Hearing Advisors, University-Provided Advisors, Appellate Officers/Authorities, Informal Resolution Facilitators, Ombuds, Threat Assessment/Care Team, Bias Incident Response Team, Other.

¹ This meeting should include all individuals who intersect with student Title IX cases, even if some individuals have separate meetings later. For example, this meeting may include: Title IX Coordinator, Title IX Investigator(s) for student cases, Title IX Decision-Maker(s) for student cases, Campus Counsel, Individuals designated as Advisors for student Complainants and Respondents, 1-2 individuals from Campus Law Enforcement who work most directly with students in Title IX cases, and 1-2 individuals from Student Conduct who intersect most directly with Title IX cases.

² This meeting should include all individuals who intersect with faculty or staff cases, even if some individuals have separate meetings later. For example, this meeting may include: Title IX Coordinator, DHR Administrator, Title IX and DHR Investigator(s) and Decision-Makers for employee cases, Campus Counsel, 1-4 individuals from Human Resources who work most directly with Title IX and DHR matters, and 1-4 individuals from Faculty Affairs who work most directly with Title IX and DHR matters.