**Protocols for Title IX Investigation Interviews**

1. The Respondent and the Complainant are entitled to a Party Advisor during the interview.  The Party Advisor must be identified before the investigatory interview commences and notice of their participation in the interview must be provided to the Title IX Investigator in advance of the interview.
2. Student Complainants/Respondents may have a parent serve as a Party Advisor.
3. A student Complainant/Respondent is limited to one Party Advisor at any time during the Title IX process, including during an interview.
4. Where the Respondent is an employee, the Respondent may have two Party Advisors, if the employee’s employment is subject to a collective bargaining agreement.
5. The Title IX Investigator will begin the interview by reading aloud the Protocols for Title IX Interviews to the Complainant/Respondent and Party Advisor(s).
6. The Title IX Investigator will ask questions of the Complainant/Respondent.  A Party Advisor may not answer any question or suggest an answer during the interview.  A Party Advisor may request and receive permission from the Investigator to speak privately with the Complainant/Respondent.  Permission may be withheld if there is a pending question from the Title IX Investigator.  Permission for breaks will be granted where it is reasonable.  Unreasonable requests will not be granted.
7. If the Complainant/Respondent is unable to respond to questions without the assistance of a Party Advisor, the Title IX Investigator shall make that specific finding as soon as it is apparent.  A Party Advisor may communicate during the investigatory interview with the Title IX Investigator on matters that reflect the ability of the Complainant/Respondent to hear, understand and answer questions during the investigatory interview.
8. Where, in the judgment of the Title IX Investigator, the Complainant/Respondent requires the assistance of the Party Advisor to answer questions because of age, cognitive ability or some other condition, the Title IX Investigator may grant permission to the Party Advisor to assist.  Such permission shall identify the nature of the assistance permitted, the basis for the accommodation and shall be noted in any investigation report issued.
9. At the conclusion of the Title IX Investigator’s questioning, the Party Advisor and the Complainant/Respondent may meet privately to determine whether to offer further information to the Title IX Investigator.  If additional information is provided by the Complainant/Respondent, the Title IX Investigator may ask additional questions.
10. The Complainant/Respondent may not record the investigatory interview without the express written permission of the Title IX Investigator.  The Title IX Investigator may, in the Title IX Investigator’s sole discretion, record the investigatory interview and it shall be kept as evidence in the matter, available pursuant to the Title IX policy.