Title IX Office Witness Guide for Faculty and Staff

Dartmouth College Sexual and Gender Based Misconduct Policy

Dartmouth College (“Dartmouth”), inclusive of all its schools and faculties, is committed to establishing and maintaining a safe learning, living, and working environment where healthy, respectful, and consensual conduct represents the campus cultural norm. To that end, this policy prohibits the following types of conduct, collectively, “Prohibited Conduct”:

- sexual and gender-based harassment, sexual assault, sexual exploitation, relationship and interpersonal violence, provision of alcohol and/or other drugs for purposes of prohibited conduct, and stalking
- retaliation against an individual for making a report of Prohibited Conduct or for participating in an investigation or resolution of an alleged violation of this policy, and
- the exertion of power, supervision, or authority by one individual over another in relationships of a sexual or intimate nature.

For the full policy, please visit: Dartmouth College Sexual and Gender Based Misconduct Policy

What is an Investigation?

Investigations are the College’s means of adjudicating reported sexual misconduct. The investigator may be a member of HR or an external investigator hired by the college but acting as an impartial investigator.

What happens during an investigation?

The Investigator reviews the initial report and meets individually with the involved parties and relevant witnesses.

After conducting the full investigation, the Investigator will write a report detailing his or her factual findings. Based on those findings, the investigator will decide, if there is a finding of responsibility or not.

A Word about Privacy

For privacy reasons, the Investigator may not reveal the full details of the alleged misconduct to you. You will not be notified of the outcome of the investigation.
Though the College strives to protect the privacy of the involved parties you may have prior knowledge or gain a partial understanding of the situation based on the Investigator’s questions. We ask that you respect the privacy of the individuals involved. Please do not share information about the investigation, allegations, or outcome with anyone, even after the investigation is complete.

**What should I expect when I meet with the Investigator?**

The Investigator will meet with you privately and ask questions relevant to the investigation. You are expected to answer the questions honestly and truthfully. You may not be able to speak to every question. “I don’t know,” is a perfectly acceptable answer. You should also feel comfortable asking for a question to be repeated or rephrased.

**What do I need to tell the Investigator?**

Interviews are not used to obtain character references, but rather to gain knowledge of the situation. The Investigator simply needs to know what you witnessed or experienced. You do not need to draw any particular conclusions about what did or did not occur. Similarly, you are not expected to accuse or defend anyone. The Investigator will determine what happened based on what they learn from you and other sources.

**Retaliation Prohibited**

Retaliation against any person bringing forth a report, responding to a report, or participating in an investigation is expressly prohibited. The parties have been informed of this in writing. You are expected to abide by the same standard. If at any point you feel unsafe or fear retaliation, we need to know. Please contact the Title IX Office to report retaliation. For immediate concerns, Safety and Security is always a resource for you.

**Personal Concerns**

If you are uncomfortable participating in an investigation for any reason, please contact Title IX to discuss your concerns. You are also welcome to contact us with any questions about the investigation process. Although we cannot share the outcome of the investigation with you, we can meet with you afterwards to discuss the investigation, your participation as a witness, or any feedback you might have for our office.

Participating in a Title IX investigation may be a difficult experience. If you find that you are in need of support, please consider contacting any of the resources listed on the [Title IX Resource sheet](#).

**Accessibility**

If you wish to request disability-related accommodations, please contact the Title IX Office by phone at 603-646-0922 or by email at TitleIX@Dartmouth.edu.