

FAQ: WITNESS

Q: AM I REQUIRED TO PARTICIPATE IN AN INTERVIEW WITH OFFICE OF EQUAL OPPORTUNITY & TITLE IX?

Employees who receive requests for interviews from University administrators are expected to share any relevant information that they may have as a part of their duties. Students are similarly encouraged to contribute their perspectives to the investigation, though are not required to do so.

Q: I DON'T KNOW WHAT THE INVESTIGATION IS REGARDING. SHOULD I STILL SCHEDULE AN INTERVIEW?

You likely know more than you realize! The Investigators very intentionally reach out to individuals who likely have relevant information. In an effort to protect the privacy of everyone involved, details of the investigation will never be disclosed prior to the interview. Investigators will notify Interviewees on an as-needed basis if they need to bring anything to the interview, or review any information beforehand.

Q: MAY I BRING SOMEONE ELSE WITH ME TO THE INFORMATIONAL MEETING OR INTERVIEW?

Yes. You may bring a support person and/or advisor for any meeting with our office. The support person / advisor may be any person who does not have first-hand information that would be valuable to an investigation. However, please note that the advisor / support person may not otherwise speak on your behalf.

Q: CAN I GIVE A STATEMENT ANONYMOUSLY?

No. It is important to know that if you provide a statement, your name, the date you were interviewed, and the information you provided will be included in the report.

Q: IF I FEAR RETALIATION, WHAT CAN BE DONE?

Retaliation is strictly prohibited under our procedures. Any person who engages in retaliation will be subject to disciplinary action.

Retaliation can include any action, threat, intimidation, coercion, discrimination, or other negative action that effects your working, academic, or educational opportunities. No one is permitted to retaliate against you because you participated in this process as a witness. Keep in mind that retaliation can occur in person or online, by words or conduct, or by asking a third party to take action against you. To prevent retaliation, the University has the authority to restrict contact between members of the University community. These restrictions can prohibit people from have contact (no contact order) and restrict people being present at certain locations on campus (location restrictions).

If you experience retaliation, contact the [Title IX Coordinator or Director of Equal Opportunity](#) immediately, 303.871.7016, TitleIX@du.edu or EqualOpportunity@du.edu

Q: WILL I RECEIVE UPDATES ON THE OUTCOME OF THE INVESTIGATION?

No. Interviewees do not receive updates as the investigation progresses. They are also not informed of the results of the investigation. Interviewees will only be contacted again if a follow-up interview is necessary.

Q: (STUDENTS-ONLY) WILL I BE REFERRED TO THE OFFICE OF STUDENT RIGHTS AND RESPONSIBILITIES (THE STUDENT CONDUCT OFFICE) IF THE INCIDENT THAT I AM DISCUSSING INVOLVED THE ILLEGAL USE OF ALCOHOL OR DRUGS?

No. Our foremost interest is to obtain as much relevant information as possible about the concern that is under investigation. The use of drugs or alcohol—whether voluntary or involuntary— is often relevant to our investigation. Accordingly, students will not be disciplined for candid disclosure of these facts in our process. However, the University may refer you to supportive services for mental health or substance use.

Q: DO I GET TO SEE THE COMPLAINANT’S OR RESPONDENT’S STATEMENT(S)?

No. While Complainants and Respondents will have the opportunity to view all relevant information in a written report at the end of the fact-gathering process, this information is not disclosed to Interviewees.

Q: HOW LONG DOES AN INTERVIEW TAKE?

Most interviews do not last more than one hour. However, the Investigators will advise Interviewees of the expected duration to the best of their ability on a case-by-case basis.

Q: (STUDENT ONLY) WILL MY PARENTS BE NOTIFIED IF I AM INVOLVED IN AN INVESTIGATION?

No. Information about the investigation is considered to be part of your private student record, and will not be disclosed to any uninvolved person without your written permission. For more information about granting permission for others to access your student records, please visit <http://www.du.edu/registrar/privacy/>.

Q: (EMPLOYEE ONLY) WILL A SUPERVISOR KNOW THAT I AM PARTICIPATING IN AN INVESTIGATION?

Maybe. Where the Respondent is an employee of the University, his/her/their supervisor will be notified of the pending investigation, and will be privy to the final investigative report. If you happen to share a supervisor with the Respondent, then (s)he will have an opportunity to view your interview statement in the final report. Also note that other University administrators may be advised of the investigation on a “need to know” basis and the office may notify your supervisor if you need to leave your work area during work hours to attend an interview.

Q: CAN I TALK ABOUT MY INTERVIEW WITH FRIENDS OR CO-WORKERS?

In an effort to protect the private information of others, and to preserve the integrity of the investigation, we typically request that interviewees not discuss the investigation with others. While some individuals may need to speak with others for emotional support or administrative needs, we ask that these conversations be strictly on an as-needed basis. We also encourage every person involved in the investigation to be familiar with the Retaliation policy, which is contained within the Equal Opportunity & Title IX procedures.