

# Right to Appeal & the Appellate Process

# Recusal of an Appellate Officer

Appellate Officer **shall not have a Conflict of Interest or Bias** for or against Complainants or Respondents generally or an individual Complainant or Respondent.

If an Appellate Officer feels that they have a Conflict of Interest or Bias, or cannot make an objective determination, **they must recuse themselves.**

If recusal occurs, an alternate appointment shall be made by:

- Title IX - Chancellor



# Appeals under 600.030, 600.040, and 600.050

Appeals are limited to the following grounds:

- a. **A procedural irregularity** that affected the outcome of the matter (e.g., material deviation from established procedure, etc.);
- b. **To consider new evidence** that was not reasonably available at the time the determination regarding responsibility or dismissal was made that could affect the outcome of the matter;
- c. The Title IX Coordinator / Equity (HR) Officer, Investigator(s), or decision-maker(s) had a **conflict of interest or bias** for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter; or
- d. The **sanctions fall outside the range typically imposed** for the offense, or for the cumulative conduct record of the Respondent.

# Appellate Process

Appeals are not full re-hearings and are intended to be deferential to original findings.

- Record of the Case (i.e., investigative report, exhibits, recordings)
- Written documentation (i.e., decision-maker(s) determination)
- Relevant documentation regarding grounds for appeal

Appellate Officer may grant reasonable extensions to deadlines in the appeal process to a Party, with notice provided to the other Party

# Appellate Process

Requests for appeal must be submitted in writing to Appellate Officer within 5 business days of delivery of notice of dismissal or written determination

When any Party requests an appeal, opposing party will be notified and receive a copy of the request for appeal

Non-appealing Party may file a response to the request for

# Appellate Process

Appellate Officer will review Request for Appeal:

- Is request timely?
- Is appeal based on articulated bases for appeal?
- If viewed in light most favorable to appealing Party, does the appeal state grounds that could result in an adjusted finding or sanction?

If answer to these questions is no, appeal will be rejected.

Decision to accept or reject an appeal will be made in writing within 15 days; otherwise, deemed accepted.

If accepted, decision on appeal must be rendered within 10 business days from accepting request for appeal.

If accepted, Appellate Officer must render written decision

# Appellate Process – Written Decision

## PRACTICE POINTER

If you decide to accept appeal, you may combine decision to accept appeal & written decision on appeal into one decision.

(will have to be completed within 15 days)

# Appellate Process – Written Decision

Describe procedural history of appellate case

List bases for appeal

If combining acceptance of request for appeal, include rationale for this:

- Timely
- Based on appropriate grounds
- Viewed in light most favorable, could result in adjusted finding or sanction

State standard of review (deference to original findings and to what you are confining your review)

State conclusion(s) & rationale for decision(s)

Close by indicating that the outcome is final; further appeals are not permitted.

Appeals  
under  
600.030;  
600.040 and  
600.050

**The decision of the  
Equity Resolution Appellate Officer  
is final.**

# Appellate Process

## Consult with OGC

You will be assigned an attorney who did not advise on the case  
Able to assist you as you work through the record on appeal and in  
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# Questions?

