



Orientation to the Advisor Role

Stetson University
Office of Title IX

What is an “advisor” in the Title IX process?

- ▶ An advisor is a person chosen by a complainant or respondent (including someone appointed by the Title IX Coordinator approved by the individual)
 - ▶ An advisor provides support to the individual throughout the process
 - ▶ An advisor may be present at any meeting or interview
 - ▶ An advisor conducts any cross-examination of the parties during the hearing
- Stetson University
Office of Title IX**

What does an advisor NOT do?

- ▶ The advisor should not contact any of the witnesses or other parties in the case outside of the hearing;
 - ▶ The advisor is an observer only and not a party to any interviews or meetings;
 - ▶ The advisor does not submit appeals.
- Stetson University
Office of Title IX

Who can be an advisor?

- ▶ The University has several faculty and staff who have been trained as advisors and are available to be appointed.
- ▶ The complainant/respondent can also choose someone NOT on the University's list. This could be a friend, family member, co-worker, community member, or an attorney hired by the party.
- ▶ If a complainant/respondent desires to change their advisor, they must contact the Title IX Coordinator. This process cannot occur less than a week prior to the hearing, unless there are extenuating circumstances.

Stetson University
Office of Title IX

Time commitment for the advisor:

- ▶ The advisor should expect to meet with the complainant/respondent at least twice before the hearing process to discuss questions to be asked;
- ▶ The advisor should expect to accompany the complainant/respondent to any interviews with investigators;
- ▶ The advisor should expect to accompany the complainant/respondent to the pre-hearing meeting;
- ▶ The advisor should expect to spend a minimum of 4 hours in the hearing process

Stetson University
Office of Title IX

Training for Advisors:

Advisors should complete the trainings on the Title IX Blackboard Organization about all aspects of the process and policy.

Additional training will be provided throughout the Academic Year

Stetson University
Office of Title IX

Advisors & the Hearing Process

- ▶ The advisor should accompany the complainant/respondent at the pre-hearing meeting with the Title IX Coordinator;
- ▶ At the pre-hearing meeting, the advisor may bring potential questions to be reviewed;
- ▶ The advisor will be in the same room as the complainant/respondent for the hearing
- ▶ The advisor may converse with the complainant/respondent as necessary during the hearing;
- ▶ The advisor conducts the cross-examination of the witnesses and parties, following the relevance rulings by the Hearing Officer(s)
- ▶ The advisor is expected to follow the Rules of Decorum provided by the Title IX Coordinator

Stetson University
Office of Title IX

Advisors and Appeals

Advisors do not participate in the appeal process, except to provide support requested by the complainant/respondent in preparing the appeal;

The appeals process does NOT involve any additional hearings, but instead a review of evidence by the Appeals Officer

Stetson University
Office of Title IX

Remember...

The advisor has two main purposes:

1. To support the complainant/respondent
2. To ask the questions during cross-examination

Some advisors may never be required to attend a hearing – they are appointed at the beginning of the process, so their role of support in meetings and interviews as well as discussion of processes are of significant importance.

Stetson University
Office of Title IX

Need more information?

Lyda Costello Kiser

Executive Director & Coordinator for Title IX

386-822-7960 titleix@stetson.edu lkiser@stetson.edu

Stetson University
Office of Title IX