ATIXA Managing Appeals Seminar Agenda

Description:

This seminar provides participants with the practical framework necessary for managing appeals consistent with ATIXA's best practices to achieve compliance with Title IX and VAWA Section 304.

ATIXA's expert faculty members will guide participants through the appeal process, including gatekeeping to determine whether a party has "grounds" for an appeal, understanding the required appeal grounds, the components of a quality appeal rationale, principles of appellate excellence, making the determination of an appeal on its merits, and common pitfalls observed in appeal processes. This seminar is appropriate for both appeal decision-makers and those who oversee the appeal process, including Title IX Coordinators.

Learning Outcomes:

After completing this seminar, participants will be able to…

- Determine whether a request for appeal meets the requirements for an appeal decision-maker to hear the appeal
- Explain the appeal grounds required by Title IX
- Distinguish between a gatekeeper's determination of whether there are grounds for an appeal from the decision-maker's determination of an appeal on the merit(s) of the stated issue(s)
- Determine next steps and appropriate outcomes of appeals
- Compose a written outcome letter detailing the appeal finding, rationale, and curative instructions, if any
- Identify common pitfalls in current practices

Seminar Topics

Title IX & Appeals
- Appeal Decision-maker Training
- Appeals in Context

Appeal Purpose & Process
- Purposes of an Appeal
- Appeal Grounds

Making an Appeal Determination

- Gatekeeping Function
- Appeal Determination Process
- Making a Determination
- Standard of Evidence
- Dismissal Appeal Outcomes
- Final Determination Appeal Outcomes
- Cure the Error
- Appeal Determination Letter
- Finality
- Appeal Documentation

Common Pitfalls

Note: Seminars do not include a standard break. Participants are welcome to eat and/or drink during the seminar and step away for other needs as necessary.