Informal Resolution Foundations for Higher Education
Training & Certification Course Agenda

Description:
Informal Resolution Foundations for Higher Education is designed to introduce attendees to ATIXA’s Informal Resolution Framework and the foundational elements that need to be considered when determining if and how to offer informal resolution within an institution’s Title IX grievance process. Participants will learn about the variety of structural and policy decisions that need to be made as well as the impact of institutional culture on those decisions. ATIXA’s expert faculty members will also guide participants through a case study as each step of the Informal Resolution process is discussed in the course.

Learning Outcomes:
After completing this course, participants will be able to…
- Distinguish between the different types of Informal Resolution (IR) that could be incorporated within Title IX grievance processes
- Identify questions that need to be answered before proceeding with the design of an Informal Resolution program that will fit the needs of their students and employees and be supported by available resources
- Explain the parameters around Informal Resolution as determined by the Title IX regulations
- Connect the major phases of an Informal Resolution Process to each other
- Evaluate the appropriateness of Informal Resolution for individual complaints
- Recognize community and culture characteristics which may impact their Informal Resolution process design
- Facilitate a basic negotiated agreement for a relational complaint

Course Topics

Informal Resolution & Title IX
- Title IX & Equity
- Title IX: Scope
- The IX Commandments
- Historical OCR Informal Resolution Guidance
- Regulatory Requirements
Informal Resolution Overview

- ATIXA’s Informal Resolution Framework
- Terminology
- Informal Resolution Goals and Foundations
- Types of Complaints and Conflicts
- Contextual Considerations for Informal Resolution Processes
- Three-Party Model

Informal Resolution Application

- IR within the Regulations
- IR Outside the Regulations
- IR for Relational Complaints
- IR for Impacted Groups and Communities
- IR for Structural Complaints
- Timing
- Common Off-Ramps for IR

Determining Availability and Appropriateness

- Key Values
- Considerations for Appropriateness

Cross-Cultural Considerations for Informal Resolution Structures and Implementation

- Culture
- Cross-Cultural Considerations
- Cultural Competence
- Trauma and Culture
- Dynamics of Sex- and Gender-Based Violence
- Culture and Conflict Resolution
- Approaches to Conflict Resolution
- Context and Communication
- Culture and Contracts
- Power and Privilege
- Intersectionality
- Bias

ATIXA’s Informal Resolution Framework

- Supportive Measures Only
- Accepted Responsibility
- Alternative Resolution
Alternative Resolution Process

- Who Should Facilitate?
- Intake
- Positions, Interests, and Needs
- Intake Meeting Structure
- Evaluation Frameworks
- Preparation Meetings
- Nonviolent Communication
- Facilitation
- Process Closure

Institutional Support for Alternative Resolution

- Interest and Openness
- Involving Stakeholders
- Program Proposal
- Resource Considerations
- Policy Considerations
- Training Considerations

Process Considerations

- Setting the Tone
- Facilitation Models
- Process Structure
- Confidentiality, Privilege, and Privacy
- Advisors
- Notetaking
- Documentation
- Admissibility
- Record Retention
- Unsuccessful Resolution

Assessing Effectiveness

- Life Cycle of a Program/Practice
- Determining Effectiveness
- Process Improvement
- Process Reassessment

Note: Each training day will include one morning and one afternoon break (approximately 15 minutes each) and a one-hour lunch break. Training start and end times for in-person events are determined by the host site. All virtual training sessions take place from 11 AM – 6 PM ET unless otherwise specified.