**Policy 6.4 - Resolution of Reports Against Students and Employees:**

***Questionnaire for Hearing Panel/Co-Investigator Pool Applicants***

**Name of Individual Completing Form:**

**Date Submitted**:



*The Policy 6.4 procedures for the resolution of reports against students, which became effective August 1, 2016, include a hearing with a three-member hearing panel of faculty and staff members as well as a non-voting hearing chair. The Policy 6.4 procedures for the resolution of reports against employees, which became effective June 1, 2019, include a faculty or staff co-investigator and a hearing with a three-member hearing panel of faculty and staff members as well as a non-voting hearing chair. Individuals who are willing to serve as co-investigators or on hearing panels are asked to complete a brief application, which is set forth below. We appreciate your candor and time in completing the application, and your willingness to consider this appointment. If you have any questions or need additional information about either the application process or co-investigator/hearing panel responsibilities, please contact Chantelle Cleary, Cornell University Director of Institutional Equity and Title IX Coordinator, at* [*chantelle.cleary@cornell.edu*](mailto:chantelle.cleary@cornell.edu) *or 607-255-2242.* ***Please return your completed questionnaire to the Office of Institutional Equity and Title IX at*** [***titleix@cornell.edu***](mailto:titleix@cornell.edu)***.***

*With respect to the nature of the commitment, co-investigators/panel members (Policy 6.4 Pool) are asked to serve four-year terms[[1]](#footnote-1), with a possibility of renewal; there is no term limit. Typically, members of the Policy 6.4 Pool are asked to serve on two or three cases a year, and, absent extenuating circumstances, will not be asked to serve on more than four cases. However, we understand that investigations and hearings involve a substantial commitment of time and often involve difficult content and, thus, members of the Policy 6.4 Pool may limit their involvement to just one case per semester. Members of the Policy 6.4 Pool may also decline requests to serve on a case-by-case basis based upon their schedule or the facts of a given case, with the expectation that members will seek to accept assignments where feasible and within the number of assignments to which they have committed.*

*For any given case, those serving as a co-investigator may be required to spend approximately twenty hours assisting in the investigation by meeting with the Equity/Title IX Investigator, participating in investigative interviews, collecting and reviewing evidence, or preparing investigative reports. Those serving as a panel member may be required to spend approximately twenty hours preparing for the hearing by reading written materials, such as investigative interview statements, and meeting with the other hearing panel members and the hearing chair to determine witnesses for the hearing and draft examination questions for those witnesses and the parties. The hearings themselves might take four to six hours, and the deliberations might take several hours. Some hearings will be conducted during business hours and some in early evening hours or over the weekends, dependent on the availability of panel members and witnesses. Co-investigators and hearing panel members needn’t have any expertise; the lead investigator and the hearing panel chair provide guidance.*

*Under the student procedures, there is a three-member appeal panel that includes two ex officio members and a hearing panel member. Thus, hearing panel members will also be asked to sit on appeal panels, excluding cases for which they sat on the hearing panel. Appeal panel assignments are counted in the maximum of four panel assignments per year.*

*With respect to the educational expectations, panel members are required to attend approximately six hours of introductory educational sessions before serving on a panel. Ongoing education will be offered throughout the year.*

***Before answering the below questions, please take time to review:***

* ***“Procedures for Resolution of Reports Against Students Under Cornell University Policy 6.4,” available at*** [***http://titleix.cornell.edu/procedure/***](http://titleix.cornell.edu/procedure/)***.***
* ***“Procedures for Resolution of Reports Against Employees Under Cornell University Policy 6.4,” available at***
* ***Cornell University Policy 6.4, "Prohibited Bias, Discrimination, Harassment, and Sexual and Related Misconduct," available at*** [***https://www.dfa.cornell.edu/sites/default/files/vol6\_4.pdf***](https://www.dfa.cornell.edu/sites/default/files/vol6_4.pdf)



1. **What is your job title and departmental affiliation?**

[Insert Text]



1. **Why are you interested in serving?**

[Insert Text]



1. **Do you have any reservations about your ability to follow the policy and procedures, especially if you do not agree with them?**

[Insert Text]



1. **Do you have any reservations about your ability to remain impartial and make decisions in any given case based solely upon the evidence presented in the case, rather than upon preconceived notions, prior experience, or any other factors external to the record of the case?**

[Insert Text]



1. **Cases may involve students using drugs and alcohol, having multiple sexual partners, and engaging in a range of sexual activities. Do you have personal opinions about student use of drugs and alcohol, gender roles, gender identity, sexual orientation, or sexual mores that could interfere with your ability to be impartial, dispassionate, and make decisions based solely upon the evidence presented in a case?**

[Insert Text]



1. **Do you think that explicit testimony about sex acts or use of drugs or alcohol might bother you to the point where you are unable to serve as an effective panel member?**

[Insert Text]



**If you wish to explain any of your answers further, please do so in the below space.**

[Insert Text]

1. *Panel members will not be required to complete the full term if academic or personal circumstances affect a panelist’s availability to continue to serve.*  [↑](#footnote-ref-1)