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February 8, 2018

Via U.S. Mail and E-mail (david@hawaii.edu)

Dr. David Lassner
Interim Chancellor
Office of the President
University of Hawai'i at Mānoa
2444 Dole Street
Honolulu, Hawai'i 96822

Re: University of Hawai'i at Mānoa
OCR Reference No. 10136001

Dear Dr. Lassner:

This letter is to advise you of the resolution of the above-referenced compliance review that was initiated by the Office for Civil Rights (OCR), U.S. Department of Education (the Department), with regard to the University of Hawai'i at Mānoa (the University). The compliance review examined the University's handling of complaints and reports of sexual harassment¹ to determine if the University responded promptly and effectively.

OCR is responsible for enforcing Title IX of the Education Amendments of 1972 (Title IX), as amended, 20 U.S.C. § 1681 *et seq.*, and its implementing regulation at 34 C.F.R. § 106, which prohibit discrimination on the basis of sex in any education program or activity receiving financial assistance from the Department. The University offers education programs and activities and receives financial assistance from the Department and is therefore a recipient subject to Title IX.

As part of its compliance review, OCR investigated whether the University properly designated an employee to coordinate its compliance with Title IX, whether it adopted and published grievance procedures that provided for the prompt and equitable investigation of reports of sexual harassment, and whether the University appropriately responded to incidents of sexual harassment about which it knew or should have known. As described below, OCR found that the University did not fully comply with the grievance procedures requirements. OCR also identified violations of Title IX and concerns with regard to the University's handling of individual complaints.

¹ The phrase sexual harassment is used throughout to include sexual violence.

Background

The University is the largest and oldest campus in the University of Hawai'i System (UH System), which consists of three universities and seven community colleges. The University is located in the city of Honolulu on the island of Oahu. The University's website lists its fall 2017 enrollment as 17,612 students with 12,881 undergraduate students. The University has 58 percent female enrollment.

Over the course of the compliance review, OCR requested files of reports of sexual harassment from the University for the time period covering the 2010 – 2011 academic year through March 2016; OCR received and reviewed 89 such files. OCR also requested other documentary information for the time period covering 2010-2017. For this review period, OCR evaluated the University's policies and procedures regarding sexual harassment and conducted over 35 interviews of University personnel involved in various aspects of the University's Title IX compliance. Additionally, OCR invited all University undergraduate and graduate students to attend scheduled focus groups or private office hours during OCR's April 2014 on-site visit, or to contact OCR with any information related to their perspectives on or experiences with sexual harassment at the University. During the on-site focus groups, OCR received information from more than 53 undergraduate and graduate students, and several additional students contacted OCR individually to share information.

Throughout the review period, the University readily cooperated with OCR, promptly provided all requested information, and made staff available for interviews. Additionally, the University forwarded an e-mail notice of OCR's focus groups and private office hours to students and conducted extensive on-campus publicity about the focus groups and office hours in advance of OCR's visit and during each day of the visit.

Since the inception of the compliance review, the University and the UH System have taken actions to proactively address their obligations under Title IX. For example, in June 2015, the University appointed a single Title IX coordinator, to assist in consolidating its institutional response to Title IX issues. Additionally, in July 2015, the UH System instituted an Office of Institutional Equity (OIE) to oversee and standardize the System's Title IX and Violence Against Women Act compliance throughout the 10 campuses in the System. The OIE Director was appointed to a Hawai'i state legislative task force which assisted the legislature with July 2016 legislation which mandated, among other items, Title IX training for UH System students and staff, a confidential advocate at each System campus, and ongoing campus climate surveys. Of particular note, the UH System has undertaken substantial revisions to its grievance procedure for processing complaints of sexual harassment and OCR's review of almost six years of case files reflects improvement in the University's case processing. OCR acknowledges the University and the UH System for effecting these changes.

During the course of the investigation, the University expressed an interest in resolving the issues under investigation prior to the conclusion of OCR's compliance review. On September 29, 2017, having reviewed investigative materials and identified violations and concerns under Title IX, OCR

concluded that it would be appropriate to negotiate a resolution agreement in accordance with Sections 302 and 303 of OCR's *Case Processing Manual*. Subsequent discussions with the University resulted in the University signing the enclosed Agreement on December 28, 2017.

Legal Standards

The regulation implementing Title IX, at 34 C.F.R. § 106.31, provides generally that, except as provided elsewhere in the regulation, “no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by a recipient which receives of Federal financial assistance.”

Designation and Notice of a Title IX Coordinator

The regulation implementing Title IX, at 34 C.F.R. § 106.8(a), requires each recipient to designate at least one employee to coordinate its efforts to comply with and carry out its responsibilities under the regulation implementing Title IX, including investigation of any complaint communicated to the recipient alleging any actions which would be prohibited by the regulation implementing Title IX. It requires each recipient to notify all of its students and employees of the name, office address and telephone number of the employee or employees so designated. Additionally, the Title IX Coordinator must have adequate training as to what conduct constitutes sexual harassment and how the recipient's grievance procedures operate.

Grievance Procedures

The regulation implementing Title IX, at 34 C.F.R. § 106.8(b), requires that a recipient adopt and publish grievance procedures providing for prompt and equitable resolution of student and employee complaints alleging any action prohibited by the regulation implementing Title IX. OCR has identified a number of elements in evaluating whether grievance procedures provide for a prompt and equitable resolution, including whether the procedures address: (a) notice to students and employees of the procedures, including where complaints may be filed; (b) application of the procedures to complaints alleging harassment carried out by employees, other students, or third parties; (c) adequate, reliable, and impartial investigation, including the opportunity to present witnesses and evidence; (d) designated and reasonably prompt timeframes for the major stages of the complaint process; (e) notice to the parties of the outcome of the complaint; and, (f) an assurance that the institution will take steps to prevent recurrence of any harassment and to correct its discriminatory effects on the complainant and others, if appropriate. Moreover, any rights or opportunities made available to one party during the investigation should be made available to the other party on equal terms.

Additionally, recipients should take steps to prevent retaliation against a student who makes a complaint (or was the subject of the harassment), against a person who files a complaint on behalf of a student, or those who provide information as witnesses. Recipients should follow up with complainants to determine whether any retaliation or new incidents of harassment have occurred.

Further, recipients must use the same legal standard of proof for resolving complaints of sexual harassment as they do for other conduct determinations and may use either the “clear and convincing evidence” standard or the “preponderance of the evidence” standard. Pending the outcome of an investigation, a recipient should also take steps to protect students and prevent recurrence as necessary, including taking interim steps before the final outcome of the investigation. If interim measures are specifically addressed in a recipient’s grievance procedures, they must be addressed in a manner consistent with Title IX. A recipient’s grievance procedures may not make such measures available only to one party, and the recipient may not rely on fixed rules or operating assumptions that favor one party over another.

Response to Complaints

In order to comply with Title IX and its implementing regulation at 34 C.F.R. § 106.31, the recipient must provide a prompt and effective response to complaints of sexual harassment. Discussed below are the applicable legal standards relevant to OCR’s findings in this compliance review.²

Sexual harassment that creates a hostile environment is a form of sex discrimination prohibited by Title IX at 34 C.F.R. § 106.31(a). Sexual harassment is unwelcome conduct of a sexual nature. Sexual harassment can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature, such as sexual assault or acts of sexual violence. Sexual harassment of a student creates a hostile environment if the conduct is sufficiently serious that it denies or limits a student’s ability to participate in or benefit from the recipient’s program.

OCR considers the harassment from an objective and subjective perspective to determine whether it is severe, persistent, or pervasive enough to deny or limit a student’s educational opportunity and evaluates the conduct in light of the following factors: the degree to which the conduct affected one or more students’ education; the type, frequency, and duration of the conduct; the identity of and relationship between the alleged harasser and the subject of the harassment; the number of individuals involved; the age and sex of the alleged harasser and the subject of the harassment; the size of the recipient, location of the incidents, and context in which they occurred; other incidents at the recipient; and incidents of gender-based, but nonsexual harassment.

If a recipient knows or reasonably should have known about sexual harassment by employees, other students or third parties, Title IX requires a recipient to respond promptly and effectively to reports of sexual harassment. Once a recipient has notice of possible sexual harassment of students, whether carried out by employees, other students, or third parties, it should take immediate and appropriate steps to investigate or otherwise determine what occurred and take prompt and effective steps reasonably calculated to end any harassment, eliminate a hostile environment if one has been created, and prevent harassment from occurring again. These steps are the recipient’s responsibility whether or not the student who was harassed makes a complaint or otherwise asks the recipient to

² For further clarification, see OCR’s Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties (2001 Guidance) at 12.

take action. If a recipient fails to respond appropriately to a report of sexual harassment, and this failure permits a student to be subjected to a hostile environment, the recipient is also responsible for taking corrective action to remedy the effects on the student or students that could reasonably have been prevented had it responded promptly and effectively.³ The extent of a recipient's responsibilities if an employee sexually harasses a student is determined by whether or not the harassment occurred in the context of the employee's provision of aids, benefits, or services to the student.⁴

OCR's guidance mandates that a recipient's response to alleged incidents of sexual harassment be prompt. Although there is no fixed timeframe to provide a prompt investigation, OCR will evaluate the recipient's good faith effort to provide a fair, impartial investigation of a Title IX complaint in a timely manner designed to provide resolution to all parties.

During the course of a recipient's investigation of sexual harassment complaints, including those of sexual violence, it may be appropriate for the recipient to provide interim measures to the parties. Interim measures may include counseling, extensions of time or other course-related adjustments, modifications of work or class schedules, campus escort services, restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of campus, and other similar accommodations. Interim measures must be appropriate both in the kind of interim measures offered and in the implementation of those interim measures. In assessing the need for interim measures, every effort should be made to avoid depriving any student of his or her education. The University should ensure that any interim measures are necessary and effective.

Regardless of whether the student who was harassed decides to file a formal complaint or otherwise request action on his/her own behalf, the recipient must promptly investigate a report of sexual harassment or otherwise determine what occurred and then take appropriate steps to resolve the situation. The specific steps in an investigation will vary depending upon the nature of the allegations, the source of the complaint, the age of the student or students involved, the size and administrative structure of the recipient, and other factors. However, in all cases the inquiry must be prompt, thorough, and impartial.

OCR enforces Title IX consistent with the federally protected due process rights of the recipient's students and employees. Thus, for example, if a student, who was the only student harassed, insists that his or her name not be revealed, and the alleged harasser could not respond to the charges of sexual harassment without that information, in evaluating the school's response, OCR would not expect disciplinary action against an alleged harasser. However, a recipient should evaluate the confidentiality request or a request to not pursue a report of sexual harassment in the context of its responsibility to provide a safe and nondiscriminatory environment for all students. The factors that a recipient may consider in this regard include the seriousness of the alleged harassment, the age of the student harassed, whether there have been other complaints or reports of harassment against the

³ See 2001 Guidance at 12.

⁴ See 2001 Guidance at 10.

alleged harasser, and the rights of the accused individual to receive information about the accuser and the allegations if a formal proceeding with sanctions may result.

Title IX requires that notice of the outcome of a recipient's investigation of Title IX complaints be provided to both parties and that the provision of that notice be equitable. In order to determine whether the notice of outcome is equitable, OCR will consider factors such as the form, content, and timing of the notice provided by a recipient to both parties.

Pursuant to Title IX's prohibition against retaliation, a recipient should take steps to prevent any retaliation against an individual who makes a complaint (or was the subject of the harassment), against a person who files a complaint on behalf of someone else, or against those who provide information as witnesses. At a minimum, this includes making sure that the harassed individuals know how to report any subsequent problems and making follow-up inquiries to see if there have been any new incidents of harassment or any retaliation.

A recipient must provide notice of its grievance process because a grievance procedure applicable to sexual harassment complaints cannot be prompt or equitable unless individuals know it exists, how it works, and how to file a complaint. Thus, the procedures should be written in language that is easily understood and widely disseminated.

Findings and Conclusions

The following describes OCR's findings regarding the University's Title IX Coordinator and describes the violations and concerns found by OCR with respect to the University's grievance procedures and handling of complaints and reports of sexual harassment. Each of these is addressed in the Agreement. For issues identified as concerns, OCR would need to obtain additional information and conclude its investigation in order to determine whether the concern was in fact a violation of Title IX. As a result of the Agreement, however, OCR has resolved this compliance review prior to completing its investigation.

Designation and Notice of a Title IX Coordinator

During the times relevant to OCR's investigation, the University had one or more designated Title IX Coordinators. Contact information for these individuals was published on the University's website. On June 22, 2015, the University announced that it had appointed a new Title IX Coordinator. The new Title IX Coordinator was formerly the University's Director of the Office of Judicial Affairs (OJA) from 2007 – August 2014. The University informed OCR that under this new Title IX Coordinator, the Title IX office investigates all Title IX complaints and the Title IX Coordinator has ultimate oversight and responsibility for responding to complaints and Title IX compliance. The University provided information to OCR in May 2016 reflecting that the new Title IX Coordinator has been trained. This training included receiving certifications from a national for-profit Title IX organization as a Title IX Coordinator and investigator, and a certification from a national for-profit behavioral intervention organization.

The University also has seven Deputy Title IX Coordinators assigned to cover distinct areas: 1) two for employee on employee sexual harassment issues - one in Human Resources and the other in the Equal Employment Opportunity/Affirmative Action office (EEO/AA), 2) Student Housing Services (SHS), 3) the law school, 4) the medical school, 5) the Office of Graduate Education, and 6) athletics. Each of these individuals is identified by name on the Title IX office webpage; contact information for each including telephone numbers, office addresses, and e-mail addresses is also published on the same webpage. The University provided information in May 2016 and September 2017 that all Deputy Title IX Coordinators have received Title IX training specific to their roles as Title IX Coordinators.

OCR determined that the University has a Title IX Coordinator with overall responsibility for Title IX compliance, including responsibility for responses to reports of sexual harassment; that students and employees are notified of the name, office address, and telephone number of the Title IX Coordinator as well as the Deputy Title IX Coordinators; and that the University's Title IX Coordinator and its Deputy Title IX Coordinators have received adequate training to carry out their Title IX responsibilities. Accordingly, OCR finds that the University is compliant with Title IX in this area.

Grievance Procedures

From the beginning of OCR's review period until September 2015, the University had three procedures that were applicable to complaints of sexual harassment, including sexual assault complaints. The existence of three different procedures resulted in a grievance process that was potentially conflicting and confusing. In September 2015, the University adopted the System's revised sexual harassment policies and procedures entitled "EP1.204 Interim Policy and Procedure on Sex Discrimination and Gender-Based Violence" (Procedure). As of the date of this letter, the Procedure continues to be an "interim" procedure; no final procedure has been adopted by the University. This current Procedure addresses certain issues with the prior procedures, however, as discussed below, OCR finds that it is not yet fully compliant with the procedural requirements of Title IX.

OCR found that the University provides clear and easily understood notice as to where complaints may be filed as the Procedure is posted on the University's Title IX website and states that anyone subjected to sex discrimination, sexual harassment, or gender-based harassment should report the prohibited behavior immediately to the respective campus Title IX Coordinator. OCR also found that the Procedure explicitly states that it applies to complaints alleging sex discrimination, sexual harassment, or sexual assault carried out by employees, other students, or third parties. The Procedure, as written, provides for an adequate, reliable, and impartial investigation of complaints, including the opportunity for both parties to present witnesses and evidence.

The Procedure provides a timeframe of 60 days for completion of all investigative activities and sanctions and provides a specific timeframe for the University to respond to appeals. However, the Procedure does not set forth a specific timeframe in which complaining parties or respondents should file an appeal, leaving the timeframe for filing an appeal open-ended. OCR found that the

Procedure does provide for notice to both parties of the outcome of the complaint. OCR found that the Procedure states a broad commitment to preventing, reporting, and promptly resolving sexual harassment sufficient to constitute an assurance that the institution will take steps to prevent further harassment and to correct its discriminatory effects on the complainant and others, if appropriate. OCR found that the University's Procedure expressly states that the University prohibits and will not tolerate retaliation, lists the types of activities which are protected under the prohibition against retaliation, and provides that retaliation will be treated as a separate offense. The Procedure specifies that the "preponderance of the evidence" standard of proof applies to complaints filed under the Procedure. This is the same standard that the University uses for other misconduct.

Although not required to specifically address interim measures in written procedures, a recipient must do so in a manner consistent with Title IX, if it includes such information. OCR found that the Procedure defines interim measures which may be available and why they may be instituted. OCR found that the definition of interim measures is consistent with Title IX. However, the wording of the interim measures definition section conveys greater consideration for reporting parties than for responding parties and does not convey that the rights of the responding party or accused will be weighed appropriately. The Procedure specifically states that "in those instances where interim measures affect both the reporting party and responding party, the University shall minimize the burden on the Reporting Party wherever appropriate." The Procedure also implies that interim measures are only available to reporting parties, as it states "Requests for interim measures may be made by or on behalf of the reporting party to the Title IX Coordinator, or the EEO/AA Office" and does not identify which individual or office should receive requests for interim measures made by or on behalf of responding parties. Thus, OCR finds that the Procedure, as written, does not apply equally to all parties and is therefore not consistent with Title IX.

Accordingly, OCR finds that the Procedure does not provide a timeframe for a major stage of the grievance process and does not provide for equitable application of interim measures in violation of Title IX.

Response to Complaints

In order to evaluate whether the University complied with the requirements of Title IX, OCR investigated whether the University provided a prompt and effective response to reports of sexual harassment and, if sexual harassment was found to have occurred that was sufficiently serious as to create a hostile environment, whether it effectively took steps to end the harassment, eliminate the hostile environment, and prevent recurrence. OCR also evaluated whether there were instances in which the University's failure to properly respond to instances of sexual harassment may have permitted a hostile environment for the student or students involved. To make this determination, OCR reviewed 89 reports (complaint files) of sexual harassment received by the University from the beginning of the 2010-2011 academic year through March 2016. OCR also reviewed files of three cases appealed during the 2010-2013 time period which were also originally investigated during that period. In almost 60 percent of these files, the University determined that for various reasons which are discussed further below, it could not investigate the report. For the reports the University investigated, OCR reviewed and analyzed the documentation provided to determine

compliance with regard to the requirements for a prompt and effective response to reports of sexual harassment.

OCR identified both violations of Title IX and concerns with respect to elements of the University's response to complaints and reports of sexual harassment. Those elements are detailed below.

- Promptness

OCR reviewed the complaint files to determine whether the University resolved complaints in a timely manner. For the period 2010 through 2013, the average time period for resolution of the underlying complaint (excluding appeal) was 49 days for 2010-2011, 51 days for 2011-2012, 111 days for 2012-2013, and for the files from 2014 to March of 2016, the average time period for the resolution of student on student incidents was 85 days. In its review, OCR found 10 cases that took over 150 days for the University to complete. Seven of these cases took over 200 days to complete, including one case involving allegations against an employee that took 620 days to complete. Several of these cases included information in the case file explaining potential reasons for delay, but others contained no such information.

Based on the evidence contained in the case files provided by the University, OCR has a concern that the University may not be completing its investigations in a reasonably prompt timeframe consistent with the requirements of Title IX. OCR would need to further investigate the University's explanation for these investigative timeframes in order to determine if any of these cases represented a violation of Title IX.

- Interim Measures

In some instances, interim measures may be necessary to protect the rights of the reporting or responding parties. In those instances, the University is responsible for fairly and effectively carrying out the interim measures or amending them as appropriate. OCR's review of complaint files identified instances in which the University imposed interim measures to protect the reporting party from a potentially hostile environment pending completion of an investigation, but the file suggests that those measures may not have been effectively enforced. In one such case, OCR found that the University's failure to effectively enforce interim measures resulted in a failure to appropriately respond to a report of sexual assault.

In this case, a student athlete reported that, following a residence hall party, she was raped by another student athlete who was well-known on campus. Pursuant to the process employed under the University's procedures in place at the time of the incident, both SHS and OJA investigated the complaint. The investigation took place during the respondent's athletic season. As interim measures during the investigation, SHS notified the respondent, who was not living on campus that semester, that he was banned from entering all student housing property, and OJA issued an order prohibiting the respondent from contacting or retaliating against the complainant. The files provided to OCR show that the respondent violated the trespass ban four times within a three month period by entering residence halls, including where the complainant lived. These instances were

reported to the University. In particular, both the complainant and her roommate separately reported seeing the respondent in their dormitory building during the period of time that the ban was in place. In response to the first violation of the trespass ban, the University emailed the respondent a written clarification of the interim measures. In response to the second violation of the trespass ban, the University issued two charge letters to the respondent regarding his violation of the directive not to enter student housing. Two days later, student housing and OJA held a joint hearing with the respondent regarding the violation of the trespass ban. When he subsequently violated the trespass ban for a third and fourth time, the University again sent him letters charging him with violating the ban and met with him once. No additional actions were taken. The OJA investigation took 134 days, and the SHS investigation took 159 days. When the University ultimately issued its decision letters, the University found the respondent responsible for the sexual assault as alleged and he was dismissed from school for the sexual assault as well as for the violation of the interim trespass ban.

Based upon the severity of the allegations, the number of times the respondent reportedly violated the trespass ban and the ineffectiveness of the University's response to the reported violations, OCR finds that the University failed to effectively enforce the interim measures as described above. This failure constitutes a violation of the University's responsibility under Title IX to fairly and effectively implement interim measures.

- Hostile Environment

The University has an obligation to determine whether an allegation of sexual harassment creates a hostile environment for the impacted student or students. If a hostile environment is found to exist, the University must take steps to eliminate the hostile environment. OCR reviewed the case files to evaluate whether the University was effectively responding to incidents of sexual harassment in order to identify whether the incident created a hostile environment for a student or students and, if so, whether there were appropriate steps necessary to eliminate it.

OCR found that in one case, the University's own inaction resulted in the presence of a hostile environment for a student who was subjected to sexual assault. In the case described above regarding interim measures involving the rape of a student athlete by another student athlete, the University's failure to enforce the interim no trespass ban and no contact order against the respondent caused the reporting student to continue to be subjected to a hostile environment. In that case, the University found that the reporting student had been raped by the respondent. A single incident of rape is considered sufficiently serious as to constitute a hostile environment under Title IX. The University instituted the interim measures to keep the respondent away from the reporting student during the pendency of the investigation. Over the course of the 134 days and 159 days it took the University to complete its OJA and SHS investigations, the student, her roommate, and others reported that the respondent was violating the orders, including being in the reporting student's residence hall. As described above, however, the University did not take steps reasonably calculated to enforce the order and the complainant continued to encounter the respondent, including in her residence hall. The failure to enforce the interim measures, compounded by the

fact that it took 134 and 159 days to complete the investigations, allowed the complainant to continue to be subjected to a hostile environment.

During OCR's interviews, University staff told OCR that the complainant had suffered a drop in her grades after the incident and that she considered dropping out of school in part because the lack of enforcement of the trespass ban meant she could not avoid seeing the respondent. University advocacy staff told OCR that they worked extensively with the complainant to encourage her not to drop out of school. Based on these facts, OCR finds that the University's own inaction perpetuated the hostile environment experienced by the student.

OCR finds the University in violation of Title IX regarding its response to the hostile environment that it permitted to continue by its own inaction.

- Adequate Response to Reports

The University has an obligation to respond to incidents of sexual harassment about which it knows or should have known. This response should include determining what occurred, who was involved, and whether and what steps the University should take.

While it can present a challenge for the University to take these steps in circumstances such as those when the University has notice of an incident, but where the alleged victim does not file a report, where the alleged victim or reporting party declines to participate in the investigation or requires confidentiality, where the suspected respondent is unknown to the University, or where the suspected respondent is not a student, these circumstances do not relieve the University of its responsibility to take reasonable steps to determine what occurred and evaluate whether steps should be taken to address any hostile environment that may have been created by the incident. In cases such as these, the University should evaluate what steps it can take in the context of its responsibility to provide a safe and nondiscriminatory environment for all students. Based on the case files reviewed, OCR has concerns that in some instances the University may have taken no or inadequate action solely because it lacked sufficient participation of the impacted or reporting student, or the suspect was unknown or not a student.

For example, the University received a report from student B that student A had been raped by student C, who lived one floor above students A and B in the same dormitory building. Student A did not wish to file a report, student B requested confidentiality, and neither students A nor B provided the name of student C to the University. Student B informed the University that student C routinely used the dormitory stairs next to student A's room. The University provided student B with information about sexual assault resources to share with student A. There is no information in the file to suggest that further steps were taken to assess if additional steps might be appropriate to meet the University's responsibility to provide a safe environment for all students.

Accordingly, OCR has a concern that the University may not have fulfilled its obligations to investigate or otherwise determine what occurred when it knew or should have known about alleged sexual harassment.

- Notice of Outcome for Both Parties

The University has an obligation under Title IX to provide notice of the outcome of its investigation to the parties on an equitable basis.

OCR found that in almost every case file it reviewed that included decision letters, the respondent's decision letter included more detail than the complainant's. Specifically, the respondents' decision letters recounted the evidence and witness statements relied on for the determinations, and the complainants' decision letters simply included the determination without any elaboration regarding the reason for the fact-finder's conclusion or any of the evidence considered in arriving at the determination. For example, in two related cases alleging that one student was raped by two other students, the University's investigation found insufficient evidence to support a finding of sexual assault under the Student Conduct Code. In both instances, the respondents' letters providing notice of outcome were significantly longer and more detailed than the complainant's letter, and the respondents' letters set forth the reasons for the University's decision, while the complainant's letter did not.

In other instances, OCR found that notice of the outcome was provided to the complainant sometime after the respondent received notice. In two related cases, one student reported that she was physically sexually harassed by the respondent, and one month later a second student reported inappropriate touching by the same respondent. The respondent was found responsible in the investigation of both allegations. In both cases, the records in the file suggest that the complainants received notice of the outcome of the investigation two months after the respondent was notified. OCR also found cases in which the respondent received notice of the outcome but there is no record in the file that the complainant in the case ever received notice of the outcome. For example, in one case involving verbal sexual harassment, the complainant reported to the University that she received many sexually harassing e-mails from the respondent. Once the University completed the investigation, the respondent received a decision letter explaining its findings and sanctioning him, but the file does not reflect that the complainant was ever provided notice regarding the outcome of the investigation.

In several instances, OCR's review identified cases where only the respondent was provided notice of the right to appeal the University's decision but the complainant was not. In the example above involving the two students accused of rape, when the University found in favor of the respondents, the respondents received a notice of their right to appeal but the complainant did not.

Accordingly, OCR has a concern that the University may not have provided equitable notice of outcome to parties. OCR would need to further investigate these individual cases to determine if the apparent failures found in the case files regarding notice could be confirmed.

- Protection Against Retaliation

OCR found that there were cases where it appears that the University failed to properly respond to allegations of retaliation against a complainant. In one case, a graduate student alleged that she had

been sexually harassed by her advisor, who made unwanted sexual advances to her. Following the investigation a fact-finding report concluded that the professor had sexually harassed the student.

The University's fact-finding report stated that, according to one witness, after the student filed the complaint, the advisor told this witness "on numerous occasions how he will retaliate against (complainant);" that he would "ruin (complainant's) career;" and that if he lost the sexual harassment case, "his name will be stained and he will sue (complainant) and take her to court to give her a lesson." The fact-finding report states that the decision maker must decide whether or not to initiate an investigation of retaliation. There is no information in the file, however, that the potential retaliation issue identified in the fact-finding report was ever investigated by the University or that the University took steps to respond to these threats of retaliation or to follow up with the complainant.

OCR has concerns that the University may have failed to take proper steps to prevent retaliation, respond to retaliation allegations presented to the University during its investigation, or to consider those issues as related to its investigation.

- Notice of Grievance Procedures

OCR's investigation identified students in particular graduate programs, including the law school and library sciences programs, who may not have been provided information that they could file complaints with the Title IX office. During the on-site, OCR conducted a focus group with law students. The third year law students reported that they were not told about University-wide Title IX resources or procedures, but rather were told to report sexual harassment to the law school deans. A former graduate student in the library sciences program reported to OCR that after she was raped off campus, she did not know how or where to report the rape, and that no such information had been given to graduate students in her department.

Additionally, the University's medical school's webpage for Title IX and sexual harassment states that the medical school's own Title IX grievance procedure applies to all allegations of sexual discrimination involving students, faculty, or staff members. However, the University's websites do not appear to contain such a procedure. In addition, the medical school's 2016-2017 Medical Student Resource Guide provides an outdated reference/weblink to a withdrawn University sexual harassment procedure.

Accordingly, OCR has a concern that the University may have failed to provide adequate notice of its grievance process to its graduate students.

Resolution Agreement

The enclosed Agreement addresses the violations and concerns that OCR identified. In accordance with the Agreement, the University agrees to:

- Review, revise, and provide notice of its policies and procedures (Procedures) used to address sexual harassment, so they are consistent with Title IX requirements.
- Review any additional published material relevant to sexual harassment, including electronic materials and websites, and ensure that all materials are internally consistent with, and do not conflict with, the Procedures.
- Provide training regarding revised policies and procedures to “responsible employees,” and University employees and contracted persons who are directly involved in investigating and/or resolving reports of sex discrimination for the University.
- Conduct climate surveys of students.
- Submit to OCR documentation of its centralized system for tracking and recording complaints, reports, investigations, interim measures, and resolutions of student, employee, and third party conduct that may constitute sexual harassment or sexual violence.
- Contact the complainants and respondents who were involved in reports and complaints of sexual harassment and sexual violence, from August 1, 2013, to October 1, 2017, for which a student was one of the parties, to provide them with the opportunity to request that the University review any specific concerns they may have about the processing of their reports or complaints.

This concludes OCR’s investigation. This letter should not be interpreted to address the University’s compliance with any other regulatory provision or to address any issues other than those addressed in this letter. This letter sets forth OCR’s determination in an individual OCR compliance review. This letter is not a formal statement of OCR policy and should not be relied upon, cited, or construed as such. OCR’s formal policy statements are approved by a duly authorized OCR official and made available to the public.

Please be advised that the University may not harass, coerce, intimidate, or discriminate against any individual because he or she has filed a complaint or participated in the complaint or compliance review resolution process. If this should occur, an individual may file a complaint alleging such treatment.

Under the Freedom of Information Act, it may be necessary to release this letter and related correspondence and records upon request. In the event that OCR receives such a request, it will seek to protect, to the extent provided by law, personally identifiable information, which, if released, could reasonably be expected to constitute an unwarranted invasion of personal privacy.

OCR will monitor implementation of the Agreement. If the University fails to implement the Agreement, OCR may initiate administrative enforcement or judicial proceedings to enforce the specific terms and obligations of the Agreement. Before initiating administrative enforcement (34 C.F.R. §§ 100.9, 100.10), or judicial proceedings to enforce the Agreement, OCR shall give the University written notice of the alleged breach and 60 calendar days to cure the alleged breach. The University’s first report under the Agreement was received by OCR on January 29, 2018.

Thank you for the cooperation that you and your staff extended to OCR staff in resolving this compliance review. We recognize and appreciate the dedication displayed by your staff throughout our interactions with them. If you have any questions, please feel free to contact Amy Klosterman, Attorney, by telephone at (206) 607-1622 or by e-mail at amy.klosterman@ed.gov; Shirley Oliver, Senior Equal Opportunity Specialist, by telephone at (206) 607-1633 or by e-mail at shirley.oliver@ed.gov, or Tina Sohaili, Attorney, by telephone at (206) 607-1634 or by e-mail at tina.sohaili@ed.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Linda Mangel', with a stylized flourish extending to the right.

Linda Mangel
Regional Director

Enclosure: Resolution Agreement

RESOLUTION AGREEMENT
The University of Hawai'i at Mānoa
OCR Reference No. 10136001

The University of Hawai'i at Mānoa (University) agrees to implement this Resolution Agreement (Agreement) to voluntarily resolve a compliance review (Reference No. 10136001) conducted by the U.S. Department of Education, Office for Civil Rights (OCR) under Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulation. The Agreement includes terms that resolve issues for which OCR identified violations under section 303(b) of OCR's Case Processing Manual (CPM). The Agreement also includes terms that the University has entered into and agreed to in order to resolve issues that were not fully investigated prior to the conclusion of the investigation in accordance with section 302 of the CPM. This Agreement does not constitute an admission by the University to the findings made by OCR, and the University shall not be deemed or construed to have made any admission of liability.

OCR acknowledges that during the course of the investigation, the University implemented a number of policies, procedures, and practices in order to improve its response to complaints of alleged sex discrimination, including sexual violence and sexual harassment.

I. TITLE IX SEXUAL HARASSMENT POLICIES AND PROCEDURES

- A. The University will review and revise, as necessary, and provide notice of, its policies and procedures (Procedures) used to address sexual harassment, so that they are consistent with Title IX requirements. The University's review and revision process will, at a minimum, ensure that the Procedures include:
1. clear and consistent explanations in all documents of the specific University policy and/or procedure that applies to each type of sexual harassment report or investigation;
 2. an assurance to timely and appropriately respond to all complaints of sexual harassment and sexual violence, as well as other reports of sexual harassment and sexual violence of which it has notice;
 3. an assurance that the University will take steps to prevent recurrence of any sexual harassment and to correct its discriminatory effects on the complainant and others, if appropriate;
 4. a clear explanation to students, employees and third parties about the policy and procedure that shall be utilized for reports of sexual harassment and sexual violence, including an explanation of how and where complaints may be filed;
 5. provisions ensuring that both parties are notified of the availability of interim measures (such as enforced no contact orders, changes in class schedules, counseling, other mental health services, academic assistance, the ability to retake or withdraw from courses without penalty, etc.) to protect students during the investigation of

possible sexual harassment and during any judicial process, including appeals, and identifying how interim measures may be requested;

6. a statement that the University Title IX Coordinator(s) will be responsible for ensuring the implementation of appropriate interim measures and coordinating the University's response with the appropriate offices on campus;
7. a statement that, in determining whether sexual harassment against a student resulted in a sexually hostile environment, the University will consider the conduct in question from both a subjective and objective perspective;
8. a statement clarifying that the Procedures apply to all University professional and graduate schools, facilities, programs, and activities, including harassment that occurs on campus and harassment that occurs at off-campus programs or activities that are sponsored by the University;
9. reasonable and consistent timeframes for each major stage of the procedure, including any sanctions process and appeal, as well as the process for extending timelines;
10. a statement that any opportunity for parties to provide or access information will be given equally to both parties, including, but not limited to, an opportunity to access and review evidence, present witnesses and other evidence, and receive equally comprehensive notice of the outcome of the investigation (cause/no cause) and appeal phases;
11. a clear description of any informal resolution process the university offers, including that it is voluntary and can be terminated by either party at any time;
12. a statement that the University will consider the effects of off-campus sexual harassment and sexual violence when evaluating whether there is a hostile environment on campus or in an off-campus education program or activity;
13. a definition of "responsible employee" that is consistent with Title IX requirements and a statement about the timeframe within which responsible employees must promptly report sexual harassment and sexual violence upon receiving notice;
14. an explanation of the known relevant details a responsible employee must provide to the Title IX Coordinator about alleged sexual harassment that a student or other person reports to them, even when anonymity or confidentiality has been requested;
15. a description of the factors that the University will consider in determining whether and to what extent any investigation is necessary in cases where a report has been received but no investigation has been requested;
16. a clear prohibition against retaliation, which includes, but is not limited to, witness intimidation and interference and clarification that reports of any of the aforementioned will be promptly investigated by the University under processes and standards that meet Title IX requirements;

17. an explanation of the circumstances under which someone other than the Title IX Coordinator or Deputy Title IX Coordinator will be responsible for processing a complaint or report of sexual harassment; and
 18. a clear and consistent assurance that, regardless of which University employee or entity investigates and resolves the report, that the Title IX Coordinator will maintain oversight of the investigation and resolution, will be provided written notice of the report and the investigation determination, and where sexual harassment/sexual violence is found to have occurred, will oversee the steps the University will take in response.
- B. The University will conduct a comprehensive review of any additional published material relevant to sexual harassment, including electronic materials and websites, and will ensure that all materials are internally consistent, and do not conflict with, the Procedures reviewed and approved by OCR, pursuant to Section I.A. above with respect to defined terms, reporting options, timelines, investigation, and appeal procedures. The University will ensure that old policies and procedures and other outdated materials are removed from and are not available anywhere on the University's websites except as clearly archived material, and that all references to them have been removed from current publications, as necessary, to avoid confusion.
- C. Reporting Requirements:
1. By June 1, 2018, the University will provide to OCR, for review and approval, all draft Procedures developed in accordance with Section I.A. above. If OCR requires any changes to the draft of the Procedures, the University will make the changes and re-submit a draft of the Procedures within 90 days of receiving OCR's notice of required edits.
 2. Within 60 days of receipt of OCR's approval, the University will provide documentation to OCR showing that it has adopted the revised Procedures and to the extent necessary, revised additional materials as required by Section I.B.
 3. Within 60 days of receipt of OCR's approval of the Procedures, the University will provide notification of the Procedures on its website and through an electronic mail message to all employees and students, and provide documentation of this notification to OCR.

II. STAFF TRAINING AND PROFESSIONAL DEVELOPMENT

- A. During the 2017-2018 academic year, the University will provide comprehensive training overseen by the Title IX Coordinator to all "responsible employees," as defined in the Procedures required by Section I. A responsible employee includes any employee who has the authority to take action to redress the harassment, who has the duty to report to appropriate University officials sexual harassment or any other misconduct by students or employees, or an individual who a student could reasonably believe has this authority or responsibility. Specifically, the training will provide an understanding of the

University's responsibilities under Title IX to address allegations of sexual harassment, sexual violence, and retaliation. The training will include, at a minimum:

1. the University's revised policies and procedures for Title IX reports required by Section I.;
 2. how to inform students and complainants of their right to file Title IX reports and criminal complaints simultaneously;
 3. an explanation of the duty for responsible employees to share information with the Title IX Coordinator, including the relevant information to be gathered and shared;
 4. information about the prohibition on retaliation; and
 5. information about interim measures and University resources, such as counseling and support.
- B. Beginning with the 2018-2019 academic year, the University will ensure that all new responsible employees complete the training live or through an OCR approved online training, pursuant to Section II.A., within six months of their employment start date.
- C. The Title IX Coordinator will ensure the development and provision of annual Title IX training for all University employees and contracted persons who are directly involved in investigating and/or resolving reports of sex discrimination for the University, including sexual harassment and sexual violence, including any staff conducting investigations or making decisions regarding student discipline, Title IX Coordinators and Deputy Coordinators, and confidential advocates. This annual training will be conducted live by trainer(s) with expert knowledge and will include, at a minimum:
1. the University's revised policies and grievance procedures for Title IX reports;
 2. the University's responsibilities under Title IX to address allegations of sexual harassment and sexual violence, whether or not the actions are potentially criminal in nature;
 3. recognizing and responding to allegations and reports pursuant to Title IX, including conducting interviews of victims of sexual violence and communicating in an impartial and objective manner;
 4. recognizing and appropriately responding to allegations of retaliation, intimidation, and coercion pursuant to Title IX;
 5. how to conduct and document equitable, adequate, prompt, reliable and impartial Title IX investigations, including the appropriate legal standards to apply in a Title IX investigation;
 6. protection of information regarding sexual harassment and sexual violence allegations so that only University employees with a need to know receive such information;

7. how to determine the existence of a hostile environment and methods for eliminating and preventing the recurrence of a hostile environment;
8. the link between alcohol and drug use and sexual harassment and sexual violence, including how to address the challenges of investigating incidents involving alcohol or drug use; and
9. information on the complainant's option to request confidentiality and how such requests will be evaluated, and the impact of such requests on the University's responsibility to investigate.

D. Reporting Requirements:

1. By July 23, 2018, the University will provide OCR with a draft of the proposed staff training materials for review and approval, as described in Sections II.A. and II.C., along with the name(s), title(s) and qualification(s) of the proposed trainer(s) for review and approval.
2. The University will implement the initial staff training as outlined in Section II.A. and initial training for University employees and contracted persons with Title IX responsibilities as outlined in Section II.C. within 60 days of OCR's review and approval of the training materials and provide documentation that the trainings have been conducted. The documentation will include, at a minimum, the dates of the training, a copy of any materials presented or distributed during the training, and a list of the names and position titles of each individual who received the training, along with a list of University employees and contracted persons who have yet to be trained and a plan for make-up training. The documentation for live training will include the name(s), title(s) and qualifications of the trainer(s).
3. By December 31, 2018, and by the same date in 2019 and 2020, the University will provide documentation to OCR demonstrating that it has conducted the trainings of new responsible employees under Section II.B. The documentation will include, at a minimum, the dates of the training, the name(s), title(s) and qualifications of the trainer(s), a copy of any materials presented or distributed during the training, and a list of the names and position titles of the individuals who attended the training, along with a list of new University employees who have yet to be trained and a plan for make-up training.
4. By December 31, 2018, and by the same date in 2019 and 2020, the University will provide documentation to OCR demonstrating that it has conducted annual training of University employees and contracted persons with Title IX responsibilities under Section II.C. The documentation will include, at a minimum, the dates of the training, the name(s), title(s) and qualifications of the trainer(s), a copy of any materials presented or distributed during the training, and a list of the names and position titles of the individuals who attended the training, along with a list of University employees and contracted persons who have yet to be trained and a plan for make-up training.

III. CLIMATE SURVEYS

- A. By March 1, 2019, and again by the same date in 2021, in consultation with the Title IX Coordinator, the University will conduct, as planned, the climate survey of undergraduate and graduate students which includes questions designed to do the following:
1. assess students' attitudes and knowledge regarding sexual harassment, sexual violence, and retaliation;
 2. gather information regarding students' experience with sexual harassment and sexual violence while attending the university;
 3. determine whether students know when and how to report such prohibited conduct;
 4. gauge students' comfort with reporting such prohibited conduct;
 5. identify potential barriers to reporting; and
 6. assess students' familiarity with the University's outreach, education, and prevention efforts to identify which strategies are effective.
- B. Reporting Requirements:
1. By January 30, 2018, the University will provide to OCR, for review and approval, its plan for conducting climate surveys using the climate survey the University launched in spring 2017. The plan will include the University's methodology for conducting the climate surveys and analyzing the results. The University will provide any proposed future revisions to its climate survey plan to OCR, for review and prior approval (allowing at least 30 days for OCR to conduct its review), during the monitoring of the Agreement.
 2. By December 28, 2019, and by the same date in 2021, the University will provide documentation to OCR demonstrating implementation of Section III.A., including a description of how the climate survey was conducted, summaries of any student responses to surveys, summaries of other information obtained, and a summary of any actions the University decides to take based on the results of the surveys, if appropriate.

IV. RECORDKEEPING RESPONSIBILITIES AND FUTURE REPORTS

- A. The University will submit documentation of its centralized record keeping system for documenting, reviewing, and examining complaints, reports, investigations, interim measures, and resolutions of student, employee, and third party conduct that may constitute sexual harassment or sexual violence to ensure that such reports are

adequately, reliably, promptly, and impartially investigated and resolved. The system will require, at a minimum, that:

1. all “responsible employees,” as defined in the Procedures required by Section 1, including public safety officers, with the exception of health care professionals and any other individuals who are statutorily prohibited from reporting, will notify the Title IX Coordinator within a designated timeframe of receiving notice of sex discrimination, including sexual harassment and sexual violence, regardless of whether a formal complaint was filed, for the purpose of ensuring that individuals subject to sex discrimination are consistently and promptly receiving necessary services and information;
2. the Title IX Coordinator or her or his designee enters into an electronic, confidential database or other system the following fields of information: the date and nature of the complaint or other report (witness or responsible employee report); the name of the complainant and/or affected party or that the report was anonymous; the location and date of the alleged conduct; the name of the person(s) who received, made or forwarded a report; the name(s) of the respondent; the name(s) of the person(s) assigned to investigate the report; any interim measures taken, and any disciplinary charges issued; the date and a summary of the investigative findings; the date and a summary of the outcome of any appeal; and a summary of the final remedial and disciplinary actions taken, if any;
3. the Title IX Coordinator will ensure the maintenance of records of all reports, investigations, findings, and appeals, including, but not limited to: the location where the incident took place, the name of the individual who reported the allegation, the identification of the alleged victim and respondent, if an investigation is not completed, the reason for not completing the investigation, if the investigation is not completed within established timeframes, the reason why the timeframe was extended, any statements or other evidence submitted or collected, interview notes, correspondence related to the investigation, documentation of investigative steps completed, actions taken on behalf of the complainant, respondent, or third parties, including interim measures, the determination, including disciplinary actions, if any, of all parties involved, including findings and outcomes as communicated to the parties; and records of any appeals;
4. the University will demonstrate that the process developed by the University requires that the University maintain all evidence listed herein pursuant to the University’s document retention policies. The University will also produce documentation evidencing that the process requires the University to maintain information regarding requests for confidentiality, the individual responsible for assessing the University’s determination regarding the request for confidentiality, as well as interim and/or remedial services provided to the parties, including referrals to counseling and/or academic services in accordance with University document retention policies. The University will also indicate the individual(s) responsible for maintaining and reviewing this information and the location where the records will be maintained.

B. Reporting Requirements:

1. By February 1, 2018, the University will provide a proposal of the system for reviewing and examining sexual harassment and sexual violence reports described in Section IV.A. to OCR for review and approval. If OCR requires changes to the proposed system, the University will re-submit its draft of the system within 90 days of receiving OCR's notice of required changes.
2. Within 90 days of OCR approval, the University will adopt the system developed in Section IV.A.
3. Following OCR's approval of the system described in Section IV.A. and until such time as OCR closes the monitoring of this Agreement, within 30 days of the end of each six month period (ending on June 30 and December 31 of each calendar year), the University will provide OCR with a copy of all reports of sexual harassment and sexual violence for which a student was one of the parties, including all fields of information, entered into the electronic database described in Section IV.A. for the preceding six month period.

V. REVIEW OF REPORTS

- A. The University will contact the complainants and respondents who were involved in reports and complaints of sexual harassment and sexual violence from August 1, 2013, to October 1, 2017, for which a student was one of the parties, to provide them with the opportunity to request that the University review any specific concerns they may have about the processing of their report or complaint.

The notice will make clear that the University does not intend to revisit findings, determinations, or sanctions but rather will conduct reviews to assess whether any deficiency on its part in responding or providing a prompt and equitable process may have interfered with a student's educational benefits or services.

If a request is received, the University will review the concerns identified by the requestor to determine if an effective response or the elements of a prompt and equitable process might have been denied. OCR will be available for consultation with the University as they consider requests for review. If the University identifies concerns that a prompt and equitable process might have been denied or that an effective response may not have been provided, the University will determine if there are any appropriate remedies that may still be available for the affected parties. The University will respond to each requestor. The response will include either a determination that the University has not identified any deficiency that may have interfered with a student's educational benefits or services or an offer from the University of remedies and/or an explanation of other actions the University proposes.

B. Reporting Requirements:

1. By April 30, 2018, the University will provide to OCR, for review and approval, the draft notice to parties or reporters described in Section V.A. above. If OCR requires any changes to the draft notice, the University will make the changes and re-submit a draft of the notice within 30 days of receiving OCR's feedback.
2. Within 30 days of OCR's approval of the notice, the University will issue the notice and provide the identified parties or reporters with a minimum of 60 days to respond.
3. Within 30 days of the closing of the period for requestors to contact the University, the University will provide OCR with copies of the requests received, including name and case number of the requestor, if not included in the request.
4. Within 60 days of sending the list to OCR, the University will submit its proposed responses. If OCR determines that the University should take any different or further action(s) and/or provide any different or further remedies or notifications, OCR will provide the University an opportunity to discuss the scope of the action. The University will issue responses within 45 calendar days of receipt of OCR's approval of the proposed responses.

Monitoring: General Principles

The University understands that OCR will not close the monitoring of this Agreement until such time that OCR determines that the University has fulfilled the terms of this Agreement and is in compliance with the regulations implementing Title IX, at 34 C.F.R. §§ 106.8, and 106.31, which were at issue in the OCR compliance review. The University anticipates that it may complete its obligations under the Agreement by December 28, 2021. The University also understands that by signing this Agreement, it agrees to provide data and other information in a timely manner in accordance with the reporting requirements of this Agreement. Further, the University understands that, during the monitoring of this Agreement, OCR may visit the University, interview staff and students, and request such additional reports or data as are necessary for OCR to determine whether the University has fulfilled the terms of this Agreement and is in compliance with the regulations implementing Title IX, at 34 C.F.R. §§ 106.8, and 106.31, which were at issue in the compliance review. In addition, the University understands and acknowledges that OCR may initiate administrative enforcement or judicial proceedings, including to enforce the specific terms and obligations of this Agreement. Before initiating administrative enforcement (34 C.F.R. §§ 100.9, 100.10), or judicial proceedings, including to enforce this Agreement, OCR shall give the University written notice of the alleged breach and 60 days to cure the alleged breach. This Agreement does not constitute an admission by the University of any violation of Title IX.

This Agreement will become effective immediately upon the signature of the Chancellor or his designee below.

The University of Hawai'i at Mānoa



David Lassner
Interim Chancellor
University of Hawai'i at Mānoa

28 Dec 2017
Date