

Title IX Coordinator Role & Responsibilities

The Title IX Coordinator's responsibilities include:

- Serving as a central resource for questions or concerns related to sex discrimination at University of the Potomac
- Facilitating a prompt, effective, and equitable process to resolve complaints of sex discrimination
- Conducting a reliable, adequate, and impartial investigations of reports of sex discrimination
- Connecting individuals impacted by sex discrimination to support resources
- Providing education and training on Title IX and sex discrimination to campus community
- Implementing and monitoring interim measures (e.g., No Contact Notice, adjustment to housing, academic arrangements) pending the resolution of a complaint

The Title IX Coordinator has no "side" during the investigation and conduct process and serves as a neutral fact-finder and resource for both the complainant and the respondent.

In accordance with Title IX regulations, once the Title IX Coordinator has knowledge or a report of sex discrimination, the Coordinator must investigate that complaint. If the conduct is determined to be sex discrimination, the Coordinator must take all reasonable steps to stop the unwanted conduct, prevent its recurrence and remedy any effects it has had on the recipient of the conduct and the community.

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