

INTERIOR DESIGNERS INSTITUTE

Title IX

Sex-based harassment and discrimination policies

What is Title IX? Why does it matter to you?

Interior Designers Institute (IDI) does not allow sexual discrimination including sexual harassment involving any person associated with any education program or activity it operates. IDI receives federal financial assistance and must comply with Title IX regulations which prohibit such discrimination. The purpose of these policies is to ensure compliance with Title IX requirements.

These policies explain how the Institute will handle reports of sexual misconduct it receives. Our objective is to create a safe and comprehensive educational environment. It is not only a legal obligation for the Institute; it is essential to sustain IDI's welcoming and diverse school community.

All students should read this important policy and contact the Title IX Coordinator with any questions or to report an incident.

Please understand that the policies of the Institute must be written to follow federal and state laws, so the policies may seem formal. The Title IX Coordinator or Designee can assist students with resources and other materials to gain a better understanding of the policies.

What is sexual harassment?

- Unwelcome conduct of a sexual nature often called “*quid pro quo*” which translates to means “*this for that*” harassment.
- Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature that tends to create a hostile or offensive school environment.
- Sexual assault, dating violence, domestic violence, or stalking (as these offenses are defined in the Clery Act and Violence Against Women Act).
- Sexual harassment is prohibited by IDI policies and is unlawful.

How can one determine sexual harassment?

If the sex-based harassment denies a person's right to equal access to its education programs or activities the results may include:

- skipping class to avoid the harasser, a decline in student's grade point average or having difficulty concentrating in class;
- a complainant does not need to have already suffered loss of education before being able to report sexual harassment;
- no concrete injury is required to prove an effective denial of equal access;
- a complainant does not need to have dropped out of school, failed a class, had a panic attack, or otherwise reached a "breaking point" or exhibited specific trauma symptoms to be effectively denied equal access;
- if IDI officials turn away from a complainant deciding the complainant was "not traumatized enough", his/her action would be deemed impermissible.

Where sex-based harassment may occur?

The 2020 Amendments to Title IX apply reports of sex-based harassment in education programs and activities in the United States to the following settings:

- Buildings or other locations that are part of the school's operations, including remote learning platforms;
- Off-campus settings if the school exercised substantial control over the respondent and the context in which the alleged sex-based harassment occurred (e.g. a school field trip);
- Off-campus building owned or controlled by a student organization officially recognized by a postsecondary school, such as a building owned by a recognized group, or organization such as the ASID.

When sex-based harassment occurs

The standard for evaluating sex-based harassment has occurred:

- by the notice of sexual harassment, IDI employees must be notified of allegations of sex-based harassment so IDI may respond;
- IDI may, at its discretion, expressly designate specific employees as officials with the authority for purposes of Title IX, inform students of such designations;
- employees may receive notice through an oral report, written report, personal observation, through a newspaper article or an anonymous report, or other various means, by a complainant or anyone else of the sexual harassment.

IDI response to sex-based harassment

IDI must respond to allegations of sex-based harassment by:

- taking action in a prompt and timely manner that is not deliberately indifferent;
 - explaining to the complainant the process of filing a complaint;
 - addressing the action the school will take;
 - offering supportive measures to the respondent;
 - following the Title IX grievance process specified by the 2020 Amendments under Title IX.
-
- **Note:** IDI is free to make disciplinary and remedial decisions that it believes are in the best interest of its educational environment. IDI must review every formal complaint filed with the Coordinator. If the alleged conduct does not fall under Title IX, then IDI may address the allegations under IDI's own code of conduct and provide supportive actions.

Filing a formal complaint

A formal complaint may be filed with IDI's Title IX Coordinator in person, by mail, or by email, and it must include:

- the complainant's physical or digital signature;
- if the student is under the age of 18 years, a parent or legal guardian must sign the formal complaint;
- the complainant has no time limit by which to file the complaint for review;
- IDI must respond within a timely manner;
- the Complaint Form may be found on our website at www.idi.edu under the Title IX Disclosures tab.

Please note changes are effective once they are posted online. If laws and regulations change or court orders alter policies in a way that impacts this document. This document will comply with the most recent laws, regulations or court orders.

IDI Contact for Title IX

Renee Robles, Financial Aid Administrator

Telephone: 949-675-4451

Email: renee@idi.edu

Address: 1061 Camelback St., Newport Beach, CA 92660

Concerns about IDI's policies with federal civil laws may be addressed to:

Office of Civil Rights (OCR)

US Department of Education

400 Maryland Avenue, SW

Washington, DC 20202-1100

Customer Service Hotline: 800-421-3481

Email: OCR@ed.gov

Web: <http://www.ed.gov/ocr>