

## Frequently Asked Questions: Virtual Panel Hearings/Meetings

### **What technology is required to participate in a Virtual Panel Hearing?**

The Office of Equity uses Zoom for investigations and hearings/meetings. Every participant will need a computer, laptop, tablet, or smart phone with a camera and an internet connection. If you do not have access to this technology, please contact the Office of Equity as soon as possible after receiving a Notice of Hearing/Meeting at [equity@case.edu](mailto:equity@case.edu), and preferably within 72 hours, so that we can work with you to provide access to the necessary technology.

The hearing facilitator will send a password-

Under Process B, the information will still be used in the hearing even if the parties or witnesses do not participate.

No adverse inference will be drawn by the Panel with respect to a party's election not to participate.

**Can I record the Panel Hearing/Meeting?**

No. The Office of Equity will record the Panel Hearing. A party may request a copy of the transcript/recording

**How long will the Panel Hearing last?**

The timing is largely dependent on the complexity of the matter, the number of questions the Panel or parties have, the number of witnesses (if any), and the amount of time necessary for deliberations. All parties should plan for a full day of availability; however, there will be opportunities for breaks. At any time, a party may elect to no longer participate. If absolutely needed, a hearing may take longer than a day. After the Hearing has concluded and the panel has