Discrimination Complaint Handling Process

Student/Staff/Faculty Complaint
- Web portal
- Designated official

Lead Discrimination Officer/ Harassment and Discrimination Assistance and Prevention Program

Share complaint with appropriate CMT members

LDO/HDAPP/CMT determine appropriate method for resolution

Formal investigation
- LDO informs complainant and respondent of allegations and name of investigator
- Investigator conducts investigation following established procedures
- Investigator issues report to LDO
- LDO informs complainant and respondent of investigation findings

Matter resolved

Policy violation found
- Matter referred to disciplinary procedure (if applicable)
- LDO/HDAPP/CMT track discipline process
- Matter closed

Policy violation not found
- Appropriate remedies enacted
- Complainant notified that action has been taken
- Matter closed

Early resolution
- University determines that Early Resolution was unsuccessful
- University determines that Early Resolution was successful
- HDAPP/CMT member informs complainant of outcome
- Precautionary measures enacted (if necessary)
- Matter resolved

LEGEND
CMT: Case Management Team
LDO: Locally Designated Officer
HDAPP: Harassment and Discrimination and Prevention Program