

Current Process Narrative:

FCRR Complaints Alleging Discriminatory Harassment and/or Sexual Misconduct

1. When a complaint involving a faculty member is brought to the attention of the Office of Equity & Inclusion, an investigation begins.
 - a. The investigation is a fact-finding process and is conducted by the Equity Compliance Director.
 - b. Depending upon the case specifics, the investigation may be done by this person alone or partnering with Human Resources. Under extenuating circumstances, an outside investigator may be utilized
 - c. The investigation includes gathering facts through:
 - i. Written statements from the complainant and respondent
 - ii. Individual interviews with the complainant and respondent
 - iii. Individual interviews with any witnesses provided
 - iv. Gathering of materials, (e-mails, texts, letters, etc) as necessary
2. The investigator completes a report, which includes the complaint background, investigative overview and recommendations. In this report the investigator indicates if the facts support the claim of policy violation.
 - a. If the answer is yes, then the report goes to the VPEI and VPAA, who determines whether the case rises to the level of one that could lead to suspension or dismissal.
 - b. If the answer is yes, then the VPAA considers the report created by the investigator and determines (at times in consultation with others such as FCRR) the next steps. The VPAA may ask questions of the investigator or request more information as necessary.
3. At each stopping point the decision is communicated to the parties along with information regarding appeal.

Below is a flowchart representation of this process

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