

# PROCESS FOR TITLE VI / EMORY POLICY 1.3 DISCRIMINATION OR HARASSMENT COMPLAINTS



EMORY  
UNIVERSITY

Office of Institutional  
Equity and Compliance

## 1 REPORT OR COMPLAINT OF DISCRIMINATION OR HARASSMENT



A report or complaint is made through the Department of Equity and Civil Rights Compliance's online form.

## 2 ASSESSMENT OF REPORT/COMPLAINT



DECRC evaluates the report/complaint to determine if Policy 1.3 applies.

- If **yes**, DECRC will determine whether an informal resolution or formal investigative process is appropriate.
- If **no**, DECRC will dismiss the complaint and/or refer complainant to appropriate office/resources.

## 3 INVESTIGATIVE PROCESS



1. Notice of Allegations sent to appropriate parties.
2. Investigator interviews parties and relevant witnesses.
3. Investigator summarizes all relevant information into investigative report.

## 4 OUTCOME AND SANCTIONING



Investigator will evaluate all relative evidence and determine whether Policy 1.3 was violated utilizing a preponderance of the evidence standard.

- For a **student respondent** found in violation of Policy 1.3, the outcome notification will include disciplinary sanctions and remedies, both of which will be developed in consultation with the relevant Student Conduct Office over the student respondent.
- For an **employee respondent** found in violation of Policy 1.3, any disciplinary sanctions or remedies will be determined by the relevant supervisor.

## 5 APPEAL



All parties under this policy have the option to appeal the outcome on specific grounds as articulated by Policy 1.3.