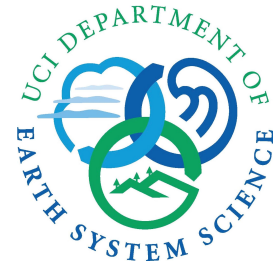


Complaints and Reporting Policies for the Department of Earth System Science at UC Irvine



Overview

This document describes the policies and structures for handling complaints related to diversity, equity, and inclusion (DEI) for all members of ESS.

These policies were created as part of the Unlearning Racism in Geosciences (URGE) program in February 2021, and were approved by the chair on ...

University policies

From the Office of Equal Opportunity and Diversity (OEOD): "The University of California, in accordance with applicable federal and state laws and university policy, prohibits discrimination against or harassment of any person at the University on the basis of race, color, national origin, religion, sex, gender identity, pregnancy, physical or mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, sexual orientation, citizenship, age, or service in the uniformed services. The University also prohibits sexual harassment and sexual violence. These policies cover admission, employment, access, and treatment in University programs and activities. The University of California also prohibits employment discrimination based on genetic information (including family medical history), gender, and gender expression." See full policies at <http://www.oeod.uci.edu/policies/index.php>

Mechanisms for asking advice about potential reports and reporting complaints, bias, microaggressions, harassment, and racism

OEOD is the main university body that investigates accusations of misconduct. Any person may make a report, including anonymously, directly to OEOD via their website (<http://www.oeod.uci.edu/>), office phone ((949) 824-5594), hotline ((949) 824-7037), or in-person at 103 Multipurpose Science and Technology Building. Reports made to other campus employees, including points of contact listed below, will be forwarded to OEOD.

Any faculty, student, postdoc, staff can reach out to OEOD to ask if any specific event they witnessed/experienced should be reported and ask for advice on how to deal with a specific occurrence in case it does not rise to the level of being reported to avoid that it escalates to a more serious offense.

In addition to OEOD, our Department, School, and University have many points of contact and resources available if you wish to discuss the issue with them rather than OEOD. These contacts can discuss the situation with you and protect your anonymity if requested. However campus employees are required to report to OEOD in cases of Title IX violation, i.e. if you share information about such infractions they will have to report it to OEOD.

- [ADVANCE Equity Advisor](#) for Physical Sciences - Mu-Chun Chen muchunc@uci.edu
 - Faculty recruitment, mentoring, addressing issues raised
- [DECADE](#) Mentor for ESS - Alex Guenther alex.guenther@uci.edu

- Student representatives Shivani Ehrenfeucht and Ashton Bandy
- Associate Dean of Graduate Studies, Equity, and Inclusion - Isabella Velicogna isabella@uci.edu
- Vice Chair for Diversity, Equity, and Inclusion - Kathleen Johnson kathleen.johnson@uci.edu
- Vice Chair of Graduate Studies - Jin-Yi Yu jyyu@uci.edu
- Student Affairs Manager - Melanie Nakanishi mhawe@uci.edu
- Department Chair - Eric Rignot erignot@uci.edu
- [Campus Social Worker](#) and [Campus Assist List](#): Consultation, on- and off-campus resource assistance, and case management for students dealing with academic, financial, medical, mental or other personal issues or crises
- Graduate Division Counselor - Phong Luong. Provides support and referral services to graduate students and postdoctoral scholars in personal distress or in need of academic counseling. Serves as a point of reference for faculty and staff in need of assistance in dealing with difficult student cases. pbluong@uci.edu
- [UCI Police Department](#): Report police misconduct via online form, pdf form, or a paper complaint form which can be found at the UCI Police Department's front lobby. Verbal complaints may be given to an on-duty supervisor or by phone at (949) 824-5223. Anonymous complaints will also be accepted. Complaints will result in an investigation, and complainants will be notified of the disposition. Note: The average time it takes to process and investigate a complaint is between 3 and 6 months.
 - [Anonymous form](#) to report police misconduct via third-party Dr. Michael Yassa
 - PSAC - Public Safety Advisory Committee (psac@uci.edu) . A buffer in between the UCI police and UCI community.
- [CARE](#): Provides free and confidential support services to members of the UCI community who have been impacted by sexual assault, relationship abuse, family violence and/or stalking
- [Office of the Ombudsman](#): An alternate channel for confidential, neutral and informal dispute resolution services. Provides all members of the UCI community a safe place to talk about concerns, explore options, and make informed decisions.
- Department Chair to be informed of the occurrence (maintaining anonymity if requested) and the department should have a “memory/record” all instances*
 - *If OEOD is involved, they decide if/when to involve Chair or any other parties
- **Protections** for reporting individuals:
 - Graduate students have the right to a different advisor
 - Anonymity shall be preserved if requested unless otherwise mandated by Title IX requirements.

Consequences for reported individuals

- University Disciplinary Procedures
 - Students:
 - PACAOS sets forth UCI’s procedures for resolving complaints of discrimination and harassment where the parties are both students,

including the discipline of students found in violation of these Guidelines. See also, the [Policy on Student Conduct and Discipline](#).

- Employees:
 - The [Faculty Code of Conduct \(APM - 015\)](#) (as approved by the Assembly of the Academic Senate and by The Regents) establishes the ethical and professional standards which University faculty are expected to observe. The [University Policy on Faculty Conduct and the Administration of Discipline \(APM- 16\)](#), as approved by the Assembly of the Academic Senate and by The Regents, outlines sanctions and disciplinary procedures for faculty.
 - Provisions of the [policy on Non-Senate Academic Appointees/Corrective Action and Dismissal \(APM - 150\)](#) (applicable to non-exclusively represented academic appointees) and collective bargaining agreements (applicable to exclusively represented academic appointees) allow for corrective action or dismissal for conduct which violates these Guidelines.
 - The following prohibit conduct that violates these Guidelines and provide for disciplinary action:
 - [Personnel Policies for Staff Members](#) (applicable to non-exclusively represented staff employees):
 - [PPSM-62: Corrective Action](#)
 - [PPSM-63: Investigatory Leave](#)
 - [PPSM-64: Termination and Job Abandonment](#)
 - [PPSM II-64: Termination of Appointment](#)
 - [Collective bargaining agreements](#) (applicable to exclusively represented staff employees)
 - We support individuals' rights to free speech, including speaking out publicly against injustices when necessary

Resources for groups raising issues or proposing changes:

- ESS Inclusive Excellence Committee
- Associate Dean of Graduate Studies, Equity, and Inclusion
- Vice Chair for Diversity, Equity, and Inclusion
- Request a town hall meeting
- DECADE faculty mentor, student representatives, or student council
- Graduate student representatives
- Department Chair.