

# URGE

## Unlearning Racism in Geoscience



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### URGE Complaints and Reporting Policy for CU Boulder and INSTAAR

This is what was found by the GooseBarn Pod at INSTAAR, CU Boulder, on policies for handling complaints, the reporting process, resources, and possible outcomes. Some information was public; answers that were only found through follow up with contacts are noted.

- **The link(s) to the reporting policy at our organization are here:**
  - University Policies, [CU Boulder OIEC policies](#) [LINK](#)
  - Department, Lab, Division, Advisor or Supervisor Policies
    - Still looking for policies for reporting in research group within INSTAAR and/or departments
    - INSTAAR does not currently have any resources for filing complaints directly on the institute website, will direct individuals to OIEC page.
    - INSTAAR will soon have a Diversity tab on its website with most of the same information as the University. In addition, there will be an email alias to send a message to the INSTAAR JEDI task force leadership as a starting point to get support. This was discovered through communication with the INSTAAR website developers.
  - Are reporting policies regularly reviewed? **Yes**, University policies have been renewed for the current academic year
  - In addition the current [CU OIEC Resolution Procedures](#) can be found here: [LINK](#)
  - What is the process for changing policy?
    - The following [link](#) has information regarding CU Boulder's policies for Policy Proposal and Adoption.
  - Are the rates of reporting made publicly available (e.g. # of reports each year)?
    - Some reporting stats can be found [here](#) in the annual report
    - This is a [link](#) to the recent case resolution data
- **What mechanisms are available for reporting complaints, bias, microaggressions, harassment, and overt racism?**
  - Who are the designated individuals/positions for reporting incidents?
    - **Mandatory reporters**
  - Can reports be made online? **Yes** [LINK](#)  
<https://www.colorado.edu/oiec/reporting-resolutions/making-report>
  - Where? **Reporting form using this direct** [Link](#) Anonymously? **Yes**
  - Who do in-person and online reports go to? Who has access to see reports?

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- OIEC reports, records and evidence are considered private and are only shared with university employees who have a legitimate need to know.  
Names and/or positions or “Not publicly listed/Unknown”
- Are police included in the process? **Not usually.** When and how? Are individuals accompanied by an advocate or someone from the organization? **As needed.**
- **What are the outcomes or consequences for reported individuals?**
  - This depends on the individual incident type/circumstances and can range from emergency removal to non-disciplinary supportive measures
  - Who decides the outcomes
  - Who decides the outcomes/consequences? What is the process?
    - This depends on the report and on the individual. The process for OIEC reported incidents can be found [here](#)
  - Are reports tracked? **Yes** How are they tracked? By who?
    - OIEC tracks and reports sexual misconduct, protected-class discrimination and harassment, and related retaliation complaints received by OIEC for both faculty and students.
    - These are reported in the annual report. [Ex here](#)
  - Are repeated complaints escalated to a disciplinary board? What is the process?
- **What resources are available for individuals reporting?**
  - Counselors or advocates, especially those of the same race, ethnicity, and gender.
  - OIEC list of support services for reporters [LINK](#)
  - For confidential information and resources: CU Office of Victim Assistance [LINK](#)
  - Student support and case management [LINK](#)
  - CU ombuds office-confidential consulting services [Ombuds Office | University of Colorado Boulder](#)
  - Student conduct and conflict resolution [LINK](#)
  - CU Boulder DEI general resources [LINK](#)
  - Automatic or requested investigation of potential impact on grades or evaluations.
  - Protection against retaliation or repercussions, accommodations for continuing work/courses, option for pass/fail or outside assessment.
  - If there is an incident that rises to the level of a crime there are multiple routes to report to the CU Boulder campus police or Boulder police [LINK](#)
  - Table highlighting the differences between OIEC and OVA [LINK](#)
- **What resources are available to groups raising issues or proposing changes?**

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- **This information has not been located on the CU website**
- Petitions of # signatures trigger a town hall, meeting with organizational leadership, or policy change. What is the follow-up process for town halls and meetings?
- Working groups or committees with power to change or propose changes to policy.
- Cultural surveys, regular or only after wide-spread reports or high-profile incidents.
- Leadership proactively asks students and/or staff for input on how to improve.