

# URGE

## Unlearning Racism in Geoscience

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### URGE Complaints and Reporting Policy for University/Organization

This is what was found by NARWaL at the University North Carolina Chapel Hill and the University of Waterloo 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 information below pertains to UNC Chapel Hill.

- **The link(s) to the reporting policy at our organization are here:**
  - [Link](#) and [Link](#) - UNC-Chapel Hill University wide policy. Very easy to find (< 1 min)
  - [Link](#) - UNC Geological Sciences Policy- not exactly reporting policy, but links to the above university wide policy and articulates department diversity goals in general.
  - Are reporting policies regularly reviewed? What is the process for changing policy?
    - Unclear at the University level, it looks like they re-examine the policy [annually](#), but it's not explicitly written.
    - Department level: Not explicit, but their [DEI action plan](#) states a committee will be formed to review progress over time.
  - Are the rates of reporting made publicly available (e.g. # of reports each year)?
    - Reports leading to formal investigations appear to be reported in an [annual summary](#) each year. No reports found at the department level.
  - How easy was it to find resources?
    - I spent a total of ~20 minutes to find all the information above, mostly through googling.
- **What mechanisms are available for reporting complaints, bias, microaggressions, harassment, and overt racism?**
  - Designated Individuals and Positions for Reporting
    - It seems like most reporting goes through the Equal Opportunity and Compliance (EOC) Office, although there are [other ways to make reports](#).
    - Reports can be made directly to UNC's Title IX Coordinator (Adrienne Allison), [UNC's Report and Response Coordinators](#) (Ew Quimbaya-Winship, Rebecca Gibson, Kathryn Winn), staff in the Office of the Dean of Students, or staff in the UNC Police.
    - [This FAQ page](#) lists emails for each person and group listed above, as well as links to a mailable or faxable form and an online reporting form.
    - [Responsible employees](#) are also required to make reports to any EOC professional staff member.
  - Online Reporting



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- Online reports with EOC can be made anonymously, although there is a disclaimer that reporting anonymously may impact UNC's ability to investigate and/or take disciplinary action. The form does require individuals to identify as a student, faculty or staff member (responsible or non-responsible), or community member (not affiliated with UNC).
- Reports can also be made online (optional anonymity) or by phone through the [Carolina Ethics Line](#).
- Access to Reports
  - Reports immediately go to a response team composed of "need to know" staff members from UNC, including EOC, UNC Police, the Office of the Dean of Students (when students are involved), the Office of Human Resources (when employees are involved), and/or the Office of the Provost (when faculty are involved).
  - Only the person who the report was submitted to (if sent directly to an individual) and the response team see the report. If disciplinary action is taken, the person who engaged in misconduct also sees the report.
  - Reports are not made public, but the specific people who access them were not listed (probably because it varies depending on the report).
- Police Involvement and Advocacy for Individuals
  - UNC Police may be involved as part of the response team, although it is unclear how the decision to include police is made.
  - As far as advocates, the only information I found was that "Resources and interim protective measures are available to you regardless of the course of action chosen."
- How easy was it to find resources?
  - Not too hard (about 40 minutes of research) - the EOC has a pretty comprehensive [website](#) with resources for Discrimination, Harassment and Prohibited Conduct, and the link to file a report online is at the top of the [EOC website](#).
  - One thing I noticed is that there were multiple websites with similar content (the EOC resources website, EOC reporting website, [SafeUNC website](#), [HR website](#), etc.) that all linked back to the main EOC website, with some variations in information depending on report type (workplace harassment, LGBTQ discrimination, etc.).
- **What are the outcomes or consequences for reported individuals?**
  - Follow-up by supervisor, training (bias, etc.), disciplinary action, termination.



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- All of these are potential outcomes, though it doesn't seem like any of them are automatic aside from contacting the person reporting (if the complaint is not automatic).
- Others mentioned:
  - "No contact" orders to separate reporting and reported parties
  - Changes to housing or work schedules
  - Trespass notices to remove reported party from certain campus facilities
  - Contract adjustment (inclusive of termination)
  - Complete removal from all campus facilities
- Some of these can be immediate, interim measures. Specifically mentioned are:
  - Academic and work schedule accommodations
  - "No contact" orders
  - Safe housing options
- Who decides the outcomes/consequences? What is the process?
  - Depends on student or employee, though in both cases EOC explicitly states that they defer to the reporting party when possible, inclusive of no action.
  - Student:
    - Can request no further action
    - Can request voluntary resolution → EOC staff and other need-to-know people like campus police, etc
    - Can request a formal investigation → an EOC investigator
  - Employee:
    - Can request an administrative review → EOC investigator or appropriate administrator
  - Unclear in both cases who decides on recommendations from investigations/reviews
- Are reports tracked? How are they tracked? By who?
  - It seems like they are, but details are **not** given (or they weren't obvious). They (EOC) state that reports can be resolved in multiple parallel ways and that there is no timeline on them, which suggests they stay "open" indefinitely.
  - The only people who know of them are the reporting party, an EOC staff member, and a small team of need-to-know people
- Are repeated complaints escalated to a disciplinary board? What is the process?
  - Also unclear on this specific point.



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- How easy was it to find resources?
  - Moderately easy. I navigated around within links on the EOC site, and then tried some google searching to see if there were any pages that were harder to find by navigating. It seems that most, but not all, of the information is there, it just may be diffuse or repetitive.
- **What resources are available for individuals reporting?**
  - Individual reporting can be anonymous when submitting to the Carolina Ethics Line, but the FAQ outlines that there can be no action on a complaint unless complainants are willing to identify themselves. However, you can choose to identify yourself to the university, and the University will keep your identity confidential, as sometimes investigations are more effective if the investigator knows who the reporter is.
  - Counselors or advocates, especially those of the same race, ethnicity, and gender.
    - There is no mention of counselors or advocates available after submitting a report. Given that this information is not in the FAQ documents, if it does in fact exist, it is not accessible enough.
    - With regards to the team that processes your initial report, there is no mention about a response team of the same race, ethnicity, or gender.
    - During the process, person reporting is entitled to a support person (a lawyer is at the person's expense)
  - Automatic or requested investigation of potential impact on grades or evaluations.
    - Retaliation from a report is mentioned in the FAQ, however, there are ambiguities and caveats.
    - If you made a “good faith” disclosure, you can reach out to department HR personnel to get retaliation protection.
    - Who deems something “good faith”?
  - Protection against retaliation or repercussions, accommodations for continuing work/courses, option for pass/fail or outside assessment.
    - Ambiguous non-specific language
    - “University will take reasonable steps to protect individuals from prohibited retaliation”
  - How easy was it to find resources?
    - Easy, however, it was nebulous and not very helpful if I were trying to understand the support available if I were to make a claim.
- **What resources are available to groups raising issues or proposing changes?**
  - UNC-wide



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- You can 'report an incident' to the UNC Equal Opportunity and Compliance Office. [Link here](#)
- Call in an anonymous report by the Carolina Ethics Line. [Link Here](#)
- You could request a University Office for Diversity and Inclusion training. [Link Here](#).
- Geological Sciences
  - There doesn't seem to be anything formally implemented as of yet. However the DEI Action Items list for the department includes formalizing a mechanism for members of the department to raise concerns and ideas, and creating an annual forum in which department members can engage with the Diversity & Equity committee and raise concerns, amongst other things. [Link here](#). Not sure if any progress has been made yet on the list.
  - GPSF representatives can organize a town hall
- How easy was it to find resources?
  - Not super easy. More resources for individual reporting than group reporting. Our department doesn't have much right now except a 'plan' that I'm not sure about whether or not they are actually working on it.