URGE Complaints and Reporting Policy for South Dakota Mines

This is what was found by the South Dakota Mines Pod at South Dakota School of Mines and Technology 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.

- o **The link(s) to the reporting policy at our organization are here:**
  - o **Reporting:**
    - ▪ https://www.sdsmt.edu/Campus-Services/Human-Resources/Title-IX/Reporting/
      - Note: Reports can be made in person, online, or over the phone
  - o **University Policies:**
    - ▪ General policies
    - ▪ Policy 1:17 (harassment, including sexual harassment)
    - ▪ Policy 1:18 (human rights complaints procedures)
    - ▪ Policy 1:19 (equal opportunity, non-discrimination, affirmative action)
    - ▪ Policy 3:4 (student code of conduct)
  - o **Departmental Policies:**
    - ▪ No specific departmental policies
      - Falls under University policies.
- o **Are reporting policies regularly reviewed? What is the process for changing policy?**
    - ▪ Policies are reviewed semi-regularly by the Board of Regents. The exact timing or frequency of policy review is unclear. However, if a policy is updated, those details are made available.
      - For example, policy 1:17, harassment, including sexual harassment was instituted in 1987 (at least in its current form/policy number), and was subsequently updated in 1995, 2009, 2013, and 2018. Dates of updates to policies are indicated at the end of each document.
    - ▪ To change or suggest changes to policies students, faculty, and staff can contact the VP of HR (Kelsey O'Neill), Dean of Students (Dr. Pat Mahon), VP for Finance and Administration (Dr. William Spindle) to provide direct suggestions for changes to any Board of Regents Policies (follow-up with Amanda Lopez).
- o **Are the rates of reporting made publicly available (e.g. # of reports each year)?**

- Yes, the rates of reporting are made publicly available for criminal offenses, violence against women. [Data are managed and reported by Campus Safety](#)
- Data related to reports of Title VI and VII (harassment related to race/color) are not made available (follow-up from Amanda Lopez (Title IX Coordinator))

- **What mechanisms are available for reporting complaints, bias, microaggressions, harassment, and overt racism?**
  - **Who are the designated individuals/positions for reporting incidents?**
    - Amanda Lopez (Title IX Coordinator)
    - Kelsey O'Neill (Title VI and Title VII; HR)
  - **Can reports be made online? Where?**
    - Yes, [Link](#)
    - Reports may be made anonymously.
  - **Who do in-person and online reports go to? Who has access to see reports?**
    - Bryce Nussbaum (Interim Director of Residence Life and Community Standards) receives the reports and forwards them to Amanda Lopez or Kelsey O'Neill depending on the situation reported.
  - **Are police included in the process? When and how? Are individuals accompanied by an advocate or someone from the organization?**
    - It is up to the victim if they want law enforcement to be involved - they can choose if it's dealt with by campus or legally. Individuals can be accompanied by advocates from WAVI or a similar entity, a staff/faculty member, or Doug Parrow (Chief of Public Safety). (Follow up with Doug Parrow)
- **What are the outcomes or consequences for reported individuals?**
  - **What are potential consequences?**
    - Listed [here](#) (p. 19-23). Vary depending on the severity of issue and type of position.
  - **What is the process for grievances and who decides outcomes?**
    - Processes for grievances are listed for [NFE employees](#), [non-COHE eligible faculty](#), and [COHE-eligible faculty](#) (p. 75-78). Who conducts the review of grievances depends on the type of position.
  - **Are reports tracked? How are they tracked?**
    - Either Human Resources, a Student Conduct Board, or the appropriate administrator.
  - **Are repeated complaints escalated to a disciplinary board? What is the process?**
    - It is unclear. It is implied that repeated complaints will result in escalation of consequences, but it also seems as if the process does not deviate from those outlined above, no matter how often the offence is repeated.
- **What resources are available for individuals reporting?**
  - **Counselors or advocates, especially those of the same race, ethnicity, and gender.**
    - Confidential support for students is available at the Student Counseling Center: 605-394-1924; counseling@sdsmt.edu
  - **Automatic or requested investigation of potential impact on grades or evaluations.**

- Students who believe that an academic evaluation reflects prejudiced or capricious consideration of student opinions or conduct unrelated to academic standards can contact the Provost and Vice President for Academic Affairs to initiate a review of the evaluation.
- Contact: Dr. Lance Roberts Lance.Roberts@sdsmt.edu; 605-394-2256
- **Protection against retaliation or repercussions, accommodations for continuing work/courses, option for pass/fail or outside assessment.**
  - Support for students reporting harassment/discrimination is confidential.
  - Accommodation for continuing course work is unclear.
- **What resources are available to groups raising issues or proposing changes?**
  - **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?**
    - No clear method to trigger a town hall or meeting with leadership is currently available.
  - **Working groups or committees with power to change or propose changes to policy.**
    - Inclusion committee including faculty, staff, and student members that is capable of proposing policy changes.
  - **Cultural surveys, regular or only after wide-spread reports or high-profile incidents.**
    - Intercultural Development Inventory (IDI) is offered at three to five year intervals. Global Perspective Inventory (GPI) administered to all incoming first-year students during orientation and during student's capstone projects prior to graduation.
  - **Leadership proactively asks students and/or staff for input on how to improve.**
    - VP of Human Resources is a member of the inclusion committee and is involved in proactively improving diversity and inclusion on campus. University President Rankin has generally been proactive in addressing student concerns following recent events.