

## **URGE Complaints and Reporting Policy for the Department of Natural Resources**

This is what was found by the NREN Pod at the University of New Hampshire 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:**

- Incidents of bias, hate, discrimination and/or harassment directed at members of the UNH community and guests can be reported at this link: <http://reportit.unh.edu/> or by contacting the Affirmative Action and Equity Office
- A list of University policies and protocols can be found here: <https://www.unh.edu/affirmativeaction/policies-protocols-and-practices>
- The Department of Natural Resources and the Environment (NREN) has no separate policy or reporting mechanism
- Are reporting policies regularly reviewed? What is the process for changing policy? Policies are currently being revised but updates have not been announced yet.
- Rates of reporting are made publicly available on UNH Box and typically updated quarterly; accessible at: <https://www.unh.edu/affirmativeaction/bias-response-protocol-bias-and-hate-incident-reports>

### **What mechanisms are available for reporting complaints, bias, microaggressions, harassment, and overt racism?**

UNH is in the process of revising its reporting system, but the new system has not been announced yet. Information provided here is based on current policy and available information, last update in September 2020.

*Who are the designated individuals/positions for reporting incidents?*

Any member of the UNH community can make a report of an incident, including guests.

*Can reports be made online? Where?*

Yes, at <http://reportit.unh.edu/reportform.htm>

*Anonymously?*

Yes, if you are reporting on your own incident. If you are acting as a mandatory reporter, you cannot report anonymously.

*Who do in-person and online reports go to? Who has access to see reports?*

Online reports go to the Affirmative Action and Equity Office where it starts off the Bias Response Protocols (<https://www.unh.edu/affirmativeaction/policies-protocols-and-practices>)

Responders are charged to receive and provide an initial review of reports. These Responders are the Director and Title IX Coordinator, Affirmative Action and Equity Office; the Dean of Students and a representative of the UNH Police Department.

In person reports can be made by any member of the UNH community to:

- the Director of Community Standards (<https://www.unh.edu/ocs/> 862-3377)
- the UNH Police (<http://www.ci.durham.nh.us/police> 868-2324)
- the Affirmative Action and Equity Office (<http://www.unh.edu/affirmativeaction/> 862-2930 Voice / 862-1527 TTY / 7-1-1 Relay NH)
- the Office of the Senior Vice Provost for Student Life and Dean of Students (862- 2053), Dean's Office, or other Student Life office. (<https://www.unh.edu/student-life>)
- a Clery Act Campus Security Authority if the incident is relevant to the Act. (<http://www.unh.edu/upd/clery-act>)
- SHARPP (Sexual Harassment & Rape Prevention Program) (<http://www.unh.edu/sharpp/> 862-3494 voice / 800-735-2964 TTY / 603-822-SAFE [7233] 24-hour Hotline)
- the Office of Multicultural Students Affairs in the MUB (<http://www.unh.edu/omsa/> 862-5204)
- the Office of International Students and Scholars (<https://www.unh.edu/global/> 862-1288)
- the Office of Human Resources (<http://www.unh.edu/hr/> 862-0501 voice or 862- 3227 TTY)
- an incident that has occurred in the residential halls to the Hall Director and/or Residential Life (<https://www.unh.edu/housing/> 862-2268)
- an incident that has occurred in on-campus apartments to a Community Assistant and/or to Housing (<http://www.unh.edu/housing/> 862-2120)

Everyone at UNH has access to the reports from previous years at <https://www.unh.edu/affirmativeaction/bias-response-protocol-bias-and-hate-incident-reports>

*Are police included in the process? When and how? Are individuals accompanied by an advocate or someone from the organization?*

Yes, a representative from the police is a first responder to an incident.

In the case of incidents involving sexual harassment and violence, the SHARPP

office can provide trained advocates who will accompany a complainant as described here: <https://www.unh.edu/sharpp/sharpp-services>.

In other cases, the current UNH affirmative action policy states that a complainant may be accompanied by a support person who is a UNH student or employee (not an attorney) in any of the complaint processes involved.

- **What are the outcomes or consequences for reported individuals?**

According to the USNH Policy on Discrimination and Discriminatory Harassment, if a formal complaint is filed against an individual, and, after a process that involves intake, preliminary assessment, and investigation, the administrator at or above the dean or director level that has supervisory responsibility for the respondent renders a judgment that the respondent has committed discriminatory harassment, “the administrator, with advice from the Director of Affirmative Action and Equity Office, will impose appropriate disciplinary sanctions which may include but are not limited to an oral reprimand, a written reprimand, reassignment of duties, suspension with pay, suspension without pay, or termination.”

- **What resources are available for individuals reporting?**

This list of resources is from the UNH Bias Response Protocol ([https://www.unh.edu/sites/default/files/departments/affirmative\\_action\\_and\\_equity\\_office/Policies\\_Protocols\\_Practises/bias\\_response\\_protocol\\_updated\\_04-03-2018.pdf](https://www.unh.edu/sites/default/files/departments/affirmative_action_and_equity_office/Policies_Protocols_Practises/bias_response_protocol_updated_04-03-2018.pdf))

LAST UPDATED: Updated 04-03-2018

Affirmative Action and Equity Office (AAEO)

VP for Community, Equity and Diversity/Chief Diversity Officer

Center for International Education and Global Engagement (CIEGE)

Clergy Act Campus Security Authority

Community Standards

Graduate Student Senate

Health and Wellness

Housing

Human Resources

Military and Veterans Services

Office of Multicultural Affairs

Psychological and Counseling Services (PAGS)

Residential Life

SHARPP (Sexual Harassment and Rape Prevention Program)

Office of Student Athletic Development

Office of Student Involvement and Leadership

Student Accessibility Services (SAS)

Student Life

UNH Police Department

Durham Police Department

**Not included in the linked protocol above:**

The Beaugard Center for Equity, Freedom and Justice (<https://www.unh.edu/beaugardcenter>)

- **What resources are available to groups raising issues or proposing changes?**

We don't know at this time.