

# OFFICE OF INSTITUTIONAL EQUITY PROCEDURES: WHAT TO EXPECT

The outline below does not apply to matters regarding Title IX Sexual Harassment. For more information and full procedures please visit [www.equity.uconn.edu](http://www.equity.uconn.edu)

## Jurisdictional Review

OIE reviews the report to determine whether OIE has jurisdiction to investigate. If not, OIE advises the reporting person of its determination. However, OIE may, in its discretion, refer the report to other appropriate University offices for further review.



## Assessment of Merits

If OIE has jurisdiction, OIE determines whether the conduct at issue, if it occurred as alleged, would constitute a violation of University policies falling under OIE's jurisdiction. If not, OIE advises the Complainant (if participating) of its determination and will not investigate. In its discretion, OIE may notify other individuals or University offices of the reported allegations for further review.



## Investigation

If OIE determines that the alleged conduct may violate one or more University policies falling under OIE's jurisdiction, OIE will notify the respondent and complainant (if participating) that an investigation will proceed. OIE's investigation may involve interviewing parties and relevant witnesses and obtaining relevant documents or other evidence. OIE strives to complete this process within 60 days but may exceed that timeframe if necessary.



### Policy Violation

OIE provides its findings to the parties and to management and Human Resources to determine an appropriate response.



### No Policy Violation

OIE provides its findings to the parties, and may, in its discretion, refer the matter to other University offices (i.e., management and Human Resources) for further review.

### Request for Review

Either party may request a review of OIE's findings within 14 days based on: (1) violations of OIE's procedures which had a material effect on the outcome; and/or (2) additional evidence which was not available during the investigation which would have a material effect on the outcome.

### Written Response

Either party may submit within 14 days a written response to OIE's findings instead of a request for review. The response will be added to OIE's file.