

## Raising a Concern About Harassment, Discrimination or Bias

Who should read this: faculty, staff, students and student-employees who have concerns about harassment, discrimination and bias at the University of Idaho.

### **How do I file a complaint of discrimination, harassment or bias at UI?**

- For emergencies such as sexual violence or assault, contact Moscow Police Department at 911 or for non-emergencies, call 208-882-COPS (2677).
- Contact the Office of Civil Rights and Investigations at 208-885-4285 or [ocri@uidaho.edu](mailto:ocri@uidaho.edu) for complaints regarding staff, faculty or student-employees.
- Contact the Office of the Dean of Students at 208-885-6757 or [conduct@uidaho.edu](mailto:conduct@uidaho.edu) for complaints regarding students. Or report anonymously online at [www.uidaho.edu/vandalcare](http://www.uidaho.edu/vandalcare).

### **What if I want to talk to someone about an incident, but I'm not sure it's harassment, discrimination or bias or I'm not sure I want to report?**

Find a confidential individual to hear your concerns such as:

- A counselor from the Counseling and Testing Center (208-885-6716);
- An advocate from Alternatives to Violence of the Palouse (208-883-HELP);
- A staff member at the Women's Center (208-885-2777); or
- the Ombuds (208-885-7668).

All of these offices adhere to a form of confidentiality and will explain when they cannot keep information confidential. They will assist you in resolving your concern or refer you to the appropriate office.

You will be given options and resources to help you decide if you should report, where you can report and resources available to you throughout a process. Others on campus are knowledgeable but may have to report information you share.

### **What if I witness or overhear something that might be harassment, discrimination or bias?**

Report it! The following information regarding the incident will be helpful when reporting:

1. Name of person accused (if known);
2. Date & location;
3. Names of others involved; and
4. Description of the incident.

Complete an online form: [www.uidaho.edu/ocri](http://www.uidaho.edu/ocri) or [www.uidaho.edu/vandalcare](http://www.uidaho.edu/vandalcare). Or, send a note to [ocri@uidaho.edu](mailto:ocri@uidaho.edu) or [titleix@uidaho.edu](mailto:titleix@uidaho.edu).

### **How will my concerns be resolved?**

Concerns may be resolved through informal interventions, mediation or as a result of a formal investigation. Formal investigations generally will take place as a result of your decision to file a formal complaint but in some situations the UI may have a legal obligation to investigate, regardless.

### **Where can I go for support and guidance?**

| Students                                |                     |
|-----------------------------------------|---------------------|
| Counseling & Testing Center             | 208-885-6716        |
| LGBTQA Office                           | 208-885-6583        |
| Disability Support Services             | 208-885-6357        |
| Violence Prevention Programs            | 208-885-6757        |
| Office of Multicultural Affairs         | 208-885-7716        |
| Native American Student Center          | 208-885-4237        |
| College Assistance Migrant Program      | 208-885-5173        |
| Employees                               |                     |
| Employee Assistance Plan                | 800-999-1077        |
| Human Resources                         | 208-885-3638        |
| All UI Community Members                |                     |
| Ombuds                                  | 208-885-7668        |
| Alternatives to Violence of the Palouse | 208-883-HELP (4357) |
| Women's Center                          | 208-885-2777        |

To anonymously report non-emergency criminal or suspicious activity at the University of Idaho, go to: [www.uidaho.edu/vandalcare](http://www.uidaho.edu/vandalcare) or [www.uidaho.edu/infrastructure/pss/forms/silent-witness](http://www.uidaho.edu/infrastructure/pss/forms/silent-witness)