

I
N
V
E
S
T
I
G
A
T
I
O
N

G
U
I
D
E
L
I
N
E
S

UAF DISCRIMINATION AND SEXUAL HARASSMENT
-----INVESTIGATION GUIDELINES-----

***ALLEGATIONS OF DISCRIMINATION OR SEXUAL HARASSMENT**

A formal complaint alleging discrimination or sexual harassment has been filed with Campus Diversity and Compliance. The goal of the investigation is to determine whether or not there is sufficient evidence to substantiate the allegations.

***CONFIDENTIALITY**

The investigator(s) will make reasonable efforts to preserve the confidentiality of their investigation and resolution efforts but cannot guarantee anonymity to complaining parties or witnesses. The investigator request University employees and students to make a reasonable effort to protect the legitimate privacy interests of all concerned parties and only release information on a need-to-know basis.

***RETALIATION**

All University employees and students have the right to complain about any conduct, which they reasonably believe constitutes discrimination. No university official may take disciplinary or other adverse action against a person who genuinely but mistakenly believes himself or herself to be discriminated against, even if the practices complained of do not, in fact, constitute discrimination.

Threats or other forms of intimidation or retaliation against complainants, respondents, witnesses or investigators will constitute a violation of University Regulation 04.02.010 and may be subject to separate administrative action, including termination for cause.

***HONESTY**

Honesty is essential to the integrity of this process. All parties are expected to be factual and provide a complete and honest account from their perspective.

This is not a legal proceeding; however, intentional dishonesty may result in administrative action.

***FOLLOW-UP QUESTIONS OR DISCUSSIONS**

Interaction between the investigator(s) and interviewees may happen in the future, please direct any future follow-up questions or discussions to the primary investigator via the telephone or email.

Thank you for participating in UAF's internal formal complaint process, which is governed by University Regulation 04.02.010.