

Advisor Designation and Authorization – Employment Investigations

Name _____ UO ID Number _____

I hereby designate _____ to serve as
[Please print advisor's first and last name]

my advisor during interviews and any other administrative meetings related to a complaint which is being investigated or addressed by the Office of Equal Opportunity and Access (OEOA). I understand that I may change advisors during the process, and that to do so I must submit a new Advisor Designation form. I also acknowledge that only one advisor may be present during any particular interview or meeting.

I have been advised that the OEOA strongly recommends that my advisor not also be a witness in this matter. I have further been advised that my advisor may offer support but may not speak or act on my behalf, may not provide substantive information, and may not take any action that impedes or disrupts the university's investigation and resolution of a complaint.

If the OEOA investigator determines that my advisor has engaged in unreasonable, disruptive, harassing or retaliatory behavior, the investigator may require that I proceed without an advisor or may require me to identify a new advisor.

I do do not (check one) request that OEOA copies my advisor on communications to me.

If advisor is to be copied, provide your advisor's email address:

Please note that OEOA will only copy advisor on select official communications. We copy advisors as a courtesy. It is your responsibility to make sure your advisor receives copies of communications and to keep your advisor informed your case.

(Signature of Employee)

(Date)

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