

Student Conduct Process: Standard Operating Procedures for Prohibited Discrimination or Harassment Allegations

Initiating Conduct Allegations

Initial report

UO offers supportive measures, assesses whether emergency action is needed, considers requests for confidentiality and requests for no action

Complainant's Initial interview with OICRC investigator

Director of Student Conduct and Community Standards ("Director") receives formal complaint

Director, in consultation with the Title IX Coordinator, determines whether to issue conduct charges.

Director sends a Notice of Allegations to respondent and complainant. This notice designates an OICRC investigator as the Administrator.

If a conduct action is initiated, the respondent has seven calendar days (1 week) from issuance of Notice of Allegations to contact the Administrator and set up a meeting with the Administrator

Administrative Conference Process

Fact-gathering investigation:

This concludes 6 weeks from date of the Notice of Allegations;

Posting and Review of the Record:

The record is compiled of the information gathered during fact-gathering and is made available to the parties for review 3 weeks after the close of fact-gathering;

Administrative Conference:

The conference is held at least 4 weeks after Record is posted;

Issuance of the Notice of Findings:

Notice is issued within 3 weeks of the Administrative Conference – a total of 16 weeks from the Notice of Allegation;

Sanction and Appeal

Director, in consultation with the Title IX Coordinator and Administrator, will make a determination as to appropriate sanctions.

Complainant and respondent may submit an Impact/Mitigation Statement within 7 days

Either party may appeal within 14 calendar days (2 weeks) of the final decision. The appeal must be in writing and include at least one basis for appeal.

Complainant and respondent must submit information supporting or opposing appeal within 2 weeks following the Notice of Appeal.

Absent extenuating circumstances, the appeals officer or board will issue a decision within 4 weeks of the Notice of Appeal.