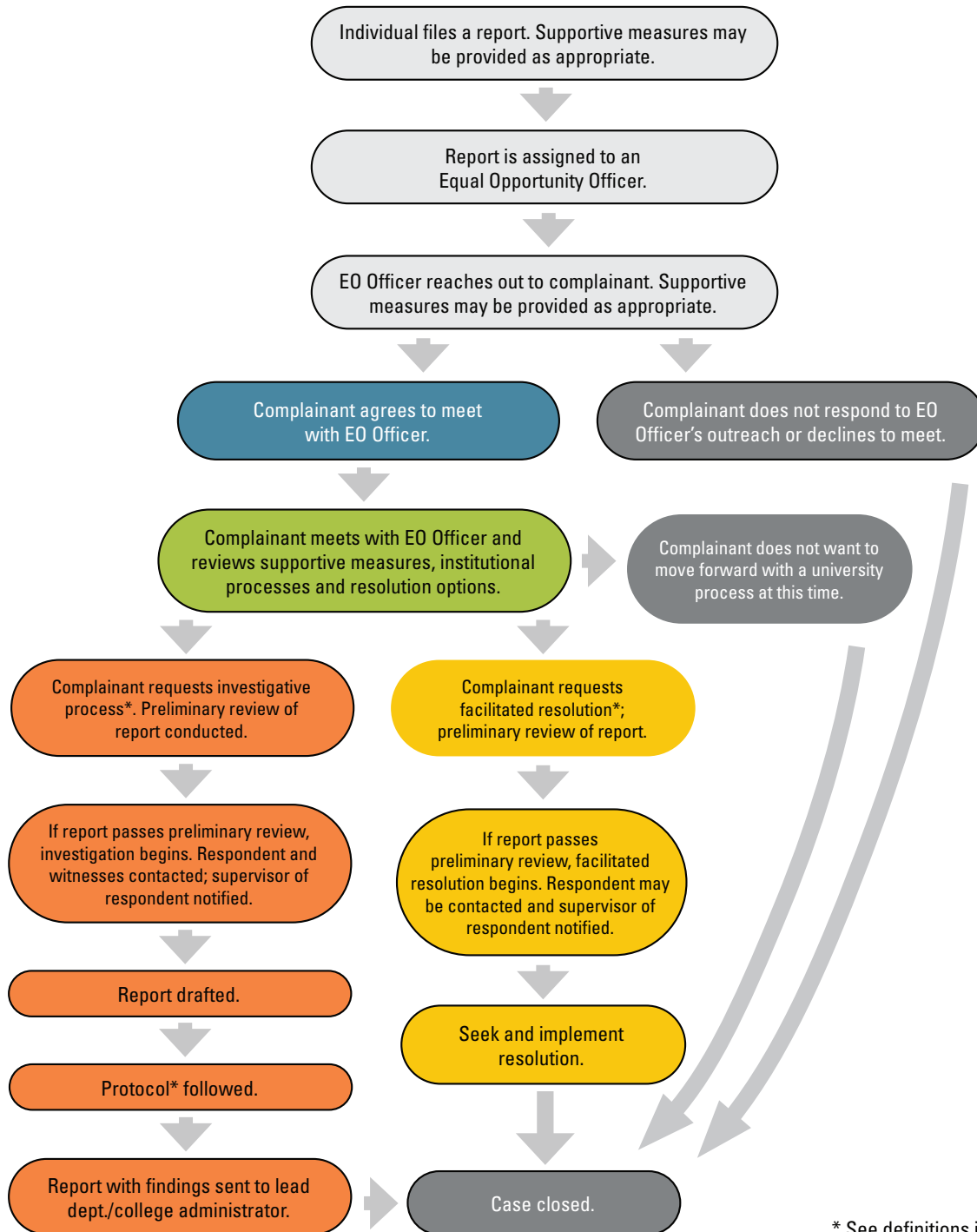


Employees as Respondents

POL 04.25.05: Equal Opportunity and Nondiscrimination Policy

REG 04.25.02: Discrimination, Harassment and Retaliation Complaint Resolution Procedures



* See definitions in right column.

Definitions

Preliminary Review:

Under NC State REG 04.25.02, preliminary review occurs when the complainant requests a resolution option. An investigator will conduct a preliminary review of the report to determine whether the report alleges facts that, if true, would constitute a violation of the policy. If the allegations, if true, might constitute a violation of the policy, OEO will initiate one of the resolution options. When the preliminary review of the report indicates the allegations within the complaint would not constitute a policy violation, the investigator will administratively close out the process and will notify the complainant in writing of this determination.

Facilitated Resolution:

Under NC State REG 04.25.02, a facilitated resolution is where at any time after filing a report to OEO, a report may be resolved through a facilitated resolution provided that: (1) the complainant(s) and respondent(s) mutually agree to the facilitated resolution and (2) OEO agrees that the facilitated resolution would be appropriate to resolve the complaint. A facilitated resolution is an informal process resulting in an informed voluntary agreement between the parties and NC State to resolve a complaint utilizing strategies such as educational interventions or other restorative principles to address the concern, prevent its recurrence and/or restore the community. The facilitated resolution process allows the parties an opportunity to resolve the issue and is intended to be educational in nature.

Investigative Process:

Under NC State REG 04.25.02, if the report passes preliminary review, an investigation will be initiated by OEO and an opportunity will be provided for both the complainant(s) and respondent(s) to respond.

Protocol:

Prior to the investigative report being finalized, a draft will be made available to the complainant(s) and respondent(s) for their review and written response. The draft investigative report will summarize the relevant evidence and policies at issue. The draft investigative report will not include an analysis of the facts. The complainant(s) and respondent(s) will have ten (10) days from receipt of the draft to submit comments on the report or other relevant evidence.

Questions?

Contact the **Office of Equal Opportunity** at:
equalopportunity@ncsu.edu or 919.513.0574

Office of Equal Opportunity
Aug. 1, 2024