

Deciding to submit a report

This reporting system is intended to support communication of harassment or interpersonal conflict, grievance or challenge at the University.

Before submitting this form, please determine if your situation should be directly reported to the Title IX office for sexual harassment or the EOC office for harassment related to age, disability, genetic information, national origin, race, religion, sex [gender, gender expression, gender identity, or sexual orientation], or veteran status. The report forms for Title IX are at <https://safe.unc.edu> and for EOC is at <https://eoc.unc.edu/report-an-incident/>. If we receive a report that definitively falls under Title IX or EOC, it will be communicated to those offices.

If you do not think that your situation falls under any of these descriptions but it is still interfering with your work, the Biology department offers the following reporting structure. Please fill out the form here ([hyperlink](#)), then print it and submit it via campus or US mail to: Biology Departmental Manager, Coker Hall, Department of Biology, CB#3280 Coker Hall, UNC Chapel Hill, Chapel Hill, NC 27599-3280. You can see here ([hyperlink](#)) a flowchart of where the form will go depending on the circumstances. If your situation involves a member of the grievance committee ([hyperlink](#)), that person will be recused from the processing of the form. The outcomes of this report will be determined based on the specifics of the case and what information can be communicated to relevant parties. A goal of this process is to facilitate healthy communication within research and teaching groups. Ideal outcomes will involve new modes of behavior through awareness, training, and practice.

Grievance Report Form

Please provide a brief description of your concerns and/or the specific incident that has caused you concern.

Do you wish to discuss the situation with the Grievance Committee?

- Yes Please include contact information so department can schedule the meeting for you.
- No

Contact info:

Should the Grievance Committee interview anyone else concerning the situation?

- Yes Name(s) _____
- No

If yes, please list any personal information you would like us to withhold when contacting those listed above (eg. name, lab affiliation, etc.).

Will you allow us to place this form in a file accessible by the Chair of Biology? (This may allow the Chair of Biology to recognize a recurring problem, even if the earlier events occurred prior to her/his term.)

- Yes
- No [The form will be destroyed]

If you checked Yes, would you like the chair to address the problem with your lab head and/or relevant party?

- Yes
- No

Do you have suggestions or solutions to address the problem?

Do you have additional comments and concerns?

- I wish to remain anonymous (Please note this will severely limit the actions that can be taken)
- or-
- Name _____

For the case of a Faculty Member being the "Harasser" (other "Harassers" will lead to modification of this flowchart)

