TUFTS UNIVERSITY | OFFICE OF EQUAL OPPORTUNITY

Title VI Process: Informal

STUDENT TO STUDENT

Title VI addresses non-sexual harassment and discrimination allegations between students on the basis of race, color, ethnicity, national origin, language, religion, ancestry, shared ancestry, disability, or the intersectionality of these categories, and/or retaliation for reporting on the basis of these protected categories.

Non-Discrimination Policy (PDF)

1

Complaint received

When the OEO receives a complaint, the office will contact the student/s who felt harmed to ask how they want to resolve the matter --formally or informally (if possible). This flowchart depicts the informal process. For the formal process, please see the relevant flowchart.

2

Informal request

The complainant, reporter or reporting complainant may say, “I want this conduct to stop,” OR “I want them to know this hurt me.” [NOT: “I want a formal investigation.”] Note: Both parties as well as Tufts must agree to the process to resolve the matter informally. The respondent must have some affiliation with Tufts for OEO to have jurisdiction.

3

Choosing informal options

OEO talks to the complainant, reporter or reporting complainant about which informal process options they want to utilize. Please see Explanation of Informal Process Options.

4

Conversation with the respondent

OEO contacts the respondent, if known, for an OEO conversation. This can include as much or as little information or identification of the complainant/reporter as the reporting student is comfortable with the OEO sharing with the respondent.

5

Report back, remedies & closeout

OEO reports back to the complainant about the OEO conversation with the respondent if the complainant requests this. Informal remedies can include coaching, counseling conversations, targeted training, stay away requests, no contact orders, facilitated discussions, mediation, or other potential remedies unique to the case. OEO will document the informal process options in a closeout letter to both parties.

6

Important to note:

- The OEO reserves the right to move an informal complaint to a formal complaint and will discuss this with the reporter or complainant.
- Because informal findings are not subject to personnel or student records, OEO informal decisions cannot be appealed.

It is important to note this process is sometimes not linear or fixed. The OEO reviews each case uniquely. Thus, certain steps may be modified or skipped to ensure this process best addresses the specifics of a case.

For more information, please visit oeo.tufts.edu or call OEO at **617-627-3298**.

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