

How do students file complaints?

Students wishing to report concerns about a staff member or faculty member should contact the Office of Equal Opportunity: 101 Student Services Building, (970) 491-5836, oeo@colostate.edu.

Students wishing to report concerns about another student should contact the Student Resolution Center: 501 W. Lake St, Suite A, Aggie Village, Walnut Hall, (970) 491-7165 <https://resolutioncenter.colostate.edu/>

Confidentiality

Complaints of discrimination and/or harassment are treated with the greatest degree of confidentiality possible. In all situations, confidentiality is maintained on a strict need-to-know basis; however, confidentiality can only be respected insofar as it does not interfere with the University's obligation to investigate allegations of misconduct that require the University to take corrective action.

Retaliation

Colorado State University prohibits retaliation against individuals who engage in protected activities, including filing complaints or who participate in complaint processes. Retaliatory action is regarded as a basis for a separate complaint under the University's procedures.

Additional Resources

Discrimination, Harassment, Sexual Harassment, Sexual Misconduct, Domestic Violence, Dating Violence, Stalking, and Retaliation Policy

<http://policylibrary.colostate.edu/policy.aspx?id=710>



Discrimination Complaint Procedures

<https://oeo.colostate.edu/discrimination-complaint-procedures/>

Sexual Harassment Complaint Procedures

<https://oeo.colostate.edu/sexual-harassment/>

How to File a Complaint

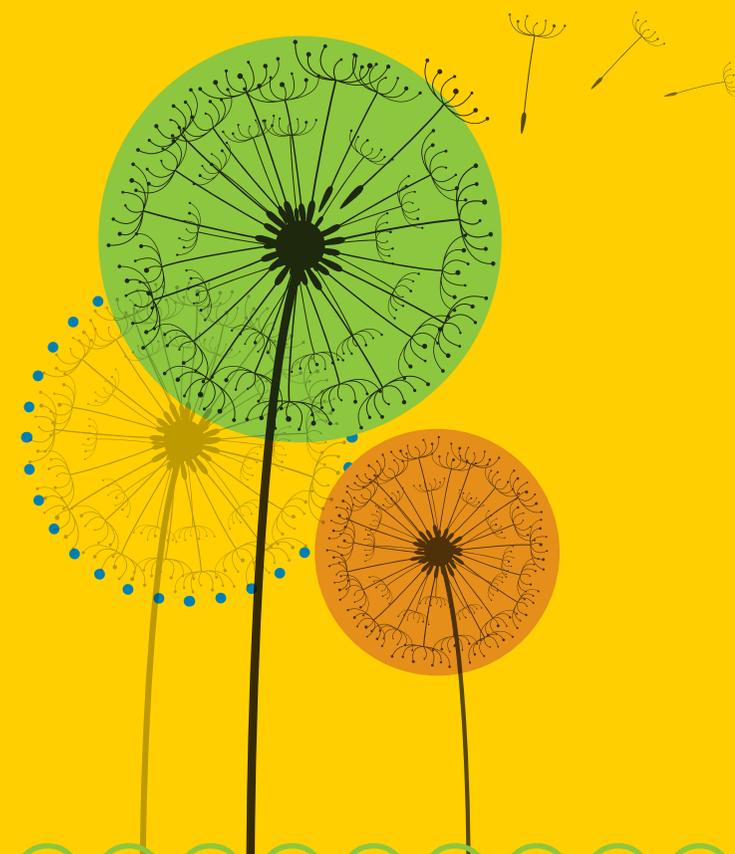
<https://oeo.colostate.edu/how-to-file-a-complaint/>

Conflict Resource Offices

<https://oeo.colostate.edu/media/sites/144/2017/06/ConflictResourceOffices.pdf>

Colorado State University does not discriminate on the basis of race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression, or pregnancy and will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. The University complies with the Titles VI and VII of the Civil Rights Act of 1964, as amended, related Executive Orders 11246 and 11375, Title IX of the Education Amendments Act of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, Section 402 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, the Age Discrimination in Employment Act of 1967, as amended, The Pregnancy Discrimination Act of 1978, Americans with Disabilities Act of 1990, the Civil Rights Act of 1991, the ADA Amendments Act of 2008, the Genetic Information Nondiscrimination Act of 2008, and all civil rights laws of the State of Colorado. Accordingly, equal access and opportunity in treatment, employment, admissions, programs and activities shall be extended to all persons. The University shall promote equal opportunity and treatment in employment through a positive and continuing affirmative action program for ethnic minorities, women, persons with disabilities, and veterans. The Office of Equal Opportunity is located in 101 Student Services Building. The Title IX Coordinator is the Executive Director of the Office of Support and Safety Assessment, 123 Student Services Building, Fort Collins, CO 80523 -2026, (970) 491-7407. The Section 504 and ADA Coordinator is the Associate Vice President for Human Capital, Office of Equal Opportunity, 101 Student Services Building, Fort Collins, CO 80523-0160, (970) 491-5836.

How to File a Complaint



Learn more at:
<https://oeo.colostate.edu/>
(970) 491-5836

An equal access/equal opportunity university.

Colorado State University
OFFICE OF EQUAL OPPORTUNITY



Any person (e.g., faculty, staff, student, visitor) may report what they believe to be an act of discrimination or harassment based on race, age, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression, creed, or pregnancy to the Office of Equal Opportunity (OEO).

The Role of the OEO

The OEO is an administrative office, not a judicial or legal office. The role of the office is to assist campus community members in understanding the University's policies and procedures in the areas of discrimination and harassment and to assist in resolving complaints of discrimination, harassment, and retaliation.

How do I file a complaint through OEO?

OEO is available to meet with you in a confidential setting to discuss your situation and what available options and resources exist at the University.

You may file either an Informal or Formal complaint of discrimination and/or harassment and/or retaliation by scheduling a meeting with the OEO. The complaint processes will be reviewed so that an individual wishing to file a complaint can make a decision on how they wish to proceed. To

assist in this process, an individual can complete the OEO Complaint Intake Form, which is available from the OEO or online.

Formal complaints should include a letter describing the alleged incident(s) along with relevant date(s), name(s) of the respondent(s) and witnesses. The complaint letter should be dated and signed by the complainant.

Do I have to file a complaint once I contact the OEO?

Any member of the University community may consult the OEO without obligation to file a complaint. In certain limited situations, however, the information learned by the OEO may be of such concern that the University must take appropriate action to resolve the concern even though an individual does not wish to file a complaint.

What is the difference between a Formal and an Informal complaint?

Both Informal and Formal complaints are official University complaints of discrimination and/or harassment; however, there are some key distinctions between the two types of complaint processes.

Informal Complaint

The goal of the Informal complaint process is to attempt to reach a resolution to the complaint that is acceptable to both the complainant(s) and the respondent(s). The University does not make a determination as to whether a respondent(s)

has violated University policy. Instead, the OEO attempts to facilitate a mutually acceptable resolution through the use of conflict resolution techniques. In the informal process, the OEO will only speak to those people whose involvement is necessary to facilitate a resolution to a complaint. Frequently, this includes only the complainant(s) and respondent(s).

If the parties are unable to reach a mutually acceptable resolution of the Informal complaint, a complainant may then file a Formal complaint.

Formal Complaint

The goal of the Formal complaint process is to reach an official determination as to whether a respondent(s) has violated the University's Non-Discrimination Policy and/or Sexual Harassment Policy. As a part of the Formal complaint process, the OEO will conduct a thorough investigation into the allegations of the complaint and prepare a report of the investigation.

When do I need to file a complaint?

Individuals wishing to report a concern or file a complaint of discrimination and/or harassment are encouraged to do so as soon as possible following the incident(s). A complaint must be filed within 180 days of the incident of discrimination and/or harassment or, where the behavior is of an ongoing nature, within 180 days from the most recent incident.

Anonymous Complaints

Colorado State University prefers not to accept anonymous complaints of discrimination and/or harassment. Action will be taken when a pattern of behavior is identified.

