

	TOPIC	WHO IS THE CONCERN ABOUT?	ACTION	EXECUTIVE ORDER OR POLICY
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**If an emergency, dial 911 or 8.8400 from a campus phone.** Contact the [University Police](#) Dispatch at 559.278.8400

1.	Intimidation/Threat to Safety			
		Student	Contact Dean of Students at 559.278.8740 The appropriate academic administrator will also be notified. or submit an <a href="#">online referral</a> to the <a href="#">CARE Team</a>	
		Staff	Contact Human Resources - Employee & Labor Relations Manager at 559.278.2032 or <a href="mailto:hr@csufresno.edu">hr@csufresno.edu</a>	
	Faculty	Contact Faculty Affairs- Associate Vice President (Jim Schmidtke) at 559.278.3027 or <a href="mailto:jmschmidtke@csufresno.edu">jmschmidtke@csufresno.edu</a>		
2.	Unprofessional or inappropriate behavior by faculty, staff, or administrator	Staff	Contact your immediate supervisor. You may also contact Human Resources - Employee & Labor Relations Manager at 559.278.2032 or <a href="mailto:hr@csufresno.edu">hr@csufresno.edu</a>	
		Faculty	Contact the appropriate Department Chair or Dean You may also contact <a href="#">Faculty Affairs</a> Associate Vice President (Jim Schmidtke) at 559.278.3027 or <a href="mailto:jmschmidtke@csufresno.edu">jmschmidtke@csufresno.edu</a>	
		Supervisor, Department Head, or Administrator	Contact the Dean or appropriate Division Vice President. You may also contact Human Resources- Employee & Labor Relations Manager at 559.278.2032 or <a href="mailto:hr@csufresno.edu">hr@csufresno.edu</a> OR <a href="#">Faculty Affairs</a> Associate Vice President at 559.278.3027 or <a href="mailto:jmschmidtke@csufresno.edu">jmschmidtke@csufresno.edu</a>	

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3.	Student is disruptive in classroom	Student	<p>Faculty should speak with the student to request they stop the behavior.</p> <p>If behavior continues, ask the student to leave the class period and notify the Dean of Students at 559.278.8740; or <a href="#">review online referral options.</a></p>	<p><a href="#">Disruptive Classroom Behaviors</a></p> <p>APM 419</p>
4.	Student Conduct/ Inappropriate behavior outside of the classroom	Student	<p>Contact Dean of Students at 559.278.8740 or <a href="#">review online referral options.</a></p>	<p>Executive Order <a href="#">1098</a></p> <p>Title 5- <a href="#">Standards for Student Conduct</a></p>
5.	Improper activities by state agencies or employees (i.e., fraud, waste, or abuse)	Faculty or Staff (including student employees)	<p>Contact <a href="#">Human Resources</a> - Compliance &amp; Regulatory Programs Manager at 559.278.2032 or <a href="mailto:hr@csufresno.edu">hr@csufresno.edu</a></p>	<p><a href="#">Whistleblower Complaint</a></p>

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6.	To request an Americans with Disabilities Act (ADA) accommodation (e.g. testing accommodations, accessible instructional materials, notetaking, digital recording) or express concerns regarding a lack of accommodation	Student	Contact <a href="#">Services for Students with Disabilities</a> at 559.278.2811 For student ADA accommodation <i>concerns</i> , contact Jennie Johnson, Director of Services for Students with Disabilities at 559.278.2811 or <a href="mailto:jeanjohnson@csufresno.edu">jeanjohnson@csufresno.edu</a>	Executive Order <a href="#">1111</a>  <a href="#">Policy for the Provision of Accommodations and Support Services to Students with Disabilities</a>
		Faculty/Staff/Administrator/Employee	Contact <a href="#">Human Resources</a> / ADA Coordinator at 559.2032 or <a href="mailto:hr@csufresno.edu">hr@csufresno.edu</a>	
7.	Misconduct related to research and sponsored programs	Student, Faculty, or Staff	Contact the Dean of Research and Graduate Studies (Dr. Joy Goto) at 559.278.2448 or <a href="mailto:jgoto@csufresno.edu">jgoto@csufresno.edu</a>	<a href="#">APM 510</a>
8.	Faculty not holding office hours, misses classes without notice, arrives late to class, etc.	Faculty	Contact the appropriate Department Chair or Dean.  You may also contact <a href="#">Faculty Affairs</a> Associate Vice President (Jim Schmidtke) at 559.278.3027 or <a href="mailto:jmschmidtke@csufresno.edu">jmschmidtke@csufresno.edu</a>	<a href="#">APM 338</a>

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9.	Student contests grade	Faculty	<ul style="list-style-type: none"> <li>• Student should contact the instructor and attempt to resolve the issue.</li> <li>• If instructor unable to satisfactorily resolve, contact the Department Chair.</li> <li>• If still unresolved, contact the <a href="#">University Advising Center</a> for information on filing a grade protest</li> </ul>	<a href="#">APM 243</a>  <a href="#">Student Academic Petitions Committee</a>  <a href="#">Academic Probation and Disqualification</a>
10.	Discrimination or Harassment based on protected class or status <sup>1</sup>	Student, Staff, Faculty, Administrator, or Volunteer	<p><b><u>For Sex and/or Gender:</u></b> Contact the <a href="#">Title IX Coordinator</a><sup>3</sup> (Jamie Hogan) at 559.278.5357 or <a href="mailto:jphogan@csufresno.edu">jphogan@csufresno.edu</a> ; or review on-line reporting options.</p> <p><b><u>For other protected statuses:</u></b> Contact the <a href="#">Discrimination, Harassment, Retaliation</a> Administrator <sup>2</sup> (Marylou Mendoza-Miller) at 559.278.2032 or <a href="mailto:maryloum@csufresno.edu">maryloum@csufresno.edu</a>; or review on-line reporting options.</p> <p><b><u>If the situation involves a residential student:</u></b> Advise the Director of Housing (Erin Boele) at 559.278.2677 or <a href="mailto:eboele@csufresno.edu">eboele@csufresno.edu</a></p>	<a href="#">CSU Policy Prohibiting Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation</a> (Updated January 2, 2022)
		Foundation/Auxiliary Employee	Contact Nicole Lane, Director of Auxiliary Human Resources, at 559.278.0860 or <a href="mailto:nicolel@csufresno.edu">nicolel@csufresno.edu</a>	

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<sup>1</sup> Protected class status is given to groups of people to provide protection from discrimination and harassment based on race, color, religion, ancestry, national origin, gender, gender identity including transgender, sexual orientation, marital status, pregnancy, age, disability or veteran status.

<sup>2</sup> Executive Order 1096, Article 1.H states that any Employee who knows or has reason to know of allegations or acts that violate this policy shall promptly inform the OHR Administrator or Title IX Coordinator. These Employees are required to disclose all information, including the names of the Parties, even where the person has requested anonymity.

<sup>3</sup> Executive Order 1096, Article 1.H states that any Employee who knows or has reason to know of allegations or acts that violate this policy shall promptly inform the OHR Administrator or Title IX Coordinator. These Employees are required to disclose all information, including the names of the Parties, even where the person has requested anonymity.

12.	Sexual Assault	Anyone	<p><b>If an EMERGENCY, DIAL 911</b></p> <p>Employees must promptly inform the <a href="#">Title IX Coordinator</a> (Jamie Hogan) at 559.278.5357 or <a href="mailto:jphogan@csufresno.edu">jphogan@csufresno.edu</a></p> <p>Additional options for reporting:  <a href="#">University Police Dispatch</a> at 559.278.8400  Survivor Advocacy Services at 559.278.6796 or <a href="mailto:survivoradvocate@csufresno.edu">survivoradvocate@csufresno.edu</a>; Student Health Center  Confidential <a href="#">Rape Counseling Services</a> 24-hour crisis line at 559.222.7273  <a href="#">On-line Reporting on behalf of Others</a></p>	<p><a href="#">CSU Policy Prohibiting Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation</a> (Updated January 2, 2022)</p>
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13. <sup>1</sup>	Violation of the Collective Bargaining Agreement	Staff	Contact Human Resources - Employee & Labor Relations Manager at 559.278.2032 or <a href="mailto:hr@csufresno.edu">hr@csufresno.edu</a> or the appropriate union representative	

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		Faculty	Contact <a href="#">Faculty Affairs</a> Associate Vice President (Jim Schmidtke) at 559.278.3027 or <a href="mailto:jmschmidtke@csfresno.edu">jmschmidtke@csfresno.edu</a> or the appropriate union representative	
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13. <sup>2</sup>	Violation of the Collective Bargaining Agreement	Staff	Contact Human Resources - Employee & Labor Relations Manager at 559.278.2032 or <a href="mailto:hr@csufresno.edu">hr@csufresno.edu</a> or the appropriate union representative	
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14.	Student needs assistance in resolving any University-related concerns or complaints	Anyone	Contact Dean of Students at 559.278.8740, or <a href="#">review online referral options.</a>	
15.	Someone is facing significant personal struggles, in distress, or if observed or reported behavior causes you concern, but the severity is unclear.	Student	<a href="#">Contact the CARE Team by filing an online referral</a> at <a href="http://fresnostate.edu/care">fresnostate.edu/care</a> .  Contact <a href="#">Counseling and Psychological Services</a> at 559.278.2734	
		Faculty, Staff, Administrator, and/or immediate family members of Faculty, Staff, and Administrators	Contact Human Resources -Employee & Labor Relations Manager at 559.278.2032 or <a href="mailto:hr@csufresno.edu">hr@csufresno.edu</a>  You may also contact <a href="#">Faculty Affairs</a> (Jim Schmidtke) at 559.278.3027 or <a href="mailto:jschmidtke@csufresno.edu">jschmidtke@csufresno.edu</a>	



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			<p>Visit LifeMatters by Empathia: <a href="http://mylifematters.com">mylifematters.com</a>.</p> <p><i>In order to access all of the site's capabilities, users are required to use "FresnoState" (not case sensitive) as both the login &amp; password.</i></p> <p>LifeMatters EAP can also be reached at 1.800.367.7474.</p>	
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Most processes afford the complainant the opportunity to be accompanied by an advisor for support. A union-represented employee may always contact their union steward for guidance.