KEY OCRCTIX FUNCTIONS:

- Serves as the designated University office for receiving complaints of sexual harassment, discrimination and/or harassment based on any protected category or any other legally protected basis
- Investigates and resolves complaints through enforcement procedures, informal resolution or accommodation processes
- Promotes policy awareness, prevention strategies, healthy relationships and bystander intervention education and training opportunities for the entire UofM community
- Supports awareness campaigns and hosting events that engage students, faculty and staff as allies in reducing the occurrence of interpersonal violence

RELEVANT POLICIES

GE 2004 | Equal Employment Opportunity
GE 2030 | Non-Discrimination and Anti-Harassment
GE 2024 | Discrimination, Harassment - Complaint and Investigation Procedure
GE 2039 | Sexual Harassment and Sexual/Gender-Based Misconduct
GE 2032 | Limited English Proficiency Policy

The Office for Civil Rights Compliance and Title IX provides institutional leadership in promoting and furthering the University's commitment to equal opportunity and non-discrimination for all members of its community.

TITLE IX: PREVENTION CENTER

The goal of the Title IX: Prevention Center is to prevent and reduce the occurrence of sexual and interpersonal violence on our campus. The Prevention Center provides training, awareness initiatives, programming and support for preventing sexual harassment to include sexual assault, stalking and dating/domestic violence for the University of Memphis community.

Contact Information
Phone | 901.678.1686
preventiontraining@memphis.edu

CAMPUS RESOURCES

Sexual Assault Prevention and Awareness Coalition (SAPAC)
sapac@memphis.edu

Office of Victim Services
122 Clement Hall
Phone | 901.678.4471
victimservices@memphis.edu

CONTACT OCRCTIX

Phone | 901.678.2713
Fax | 901.678.4800
ocr@memphis.edu
memphis.edu/ocrctix

156 Administration Building
University of Memphis
Memphis, TN 38152-3370

THE UNIVERSITY OF MEMPHIS

OFFICE FOR

CIVIL RIGHTS COMPLIANCE AND TITLE IX

WHAT WE DO

The Office for Civil Rights Compliance and Title IX (OCRCTIX) is committed to fostering a University community that promotes the values of equal opportunity.

We provide oversight and support for the University's efforts to comply with its non-discrimination plans and with all applicable state and federal civil rights laws such as Title IX, Title VI, Title VII, the ADA and ADEA.

THE UNIVERSITY OF MEMPHIS

WHAT IS...

DISCRIMINATION

Discrimination is treating someone less favorably because of an individual's protected class or any other category protected by federal or state civil rights law.

HARASSMENT

Unwelcomed conduct on the basis of any protected category that adversely affects the terms of an individual's education, employment, participation in University activities or their living environment, creates a hostile environment for the individual or is used as a basis of a decision.

SEXUAL HARASSMENT

A prohibited form of sex discrimination that includes sexual assault, dating violence, domestic violence, stalking and other behaviors that prevent a person from participating in the University community.

LIMITED ENGLISH PROFICIENCY (LEP)

Limited English Proficiency applies to a person who does not speak English as their primary language and who has a limited ability to read, write, speak or understand English. The University of Memphis will post notice of the availability of interpretation or translation services free of charge in languages LEP persons would understand in appropriate offices and locations throughout the University.

At a minimum, notices and signs will be posted and provided in high traffic areas for those accessing University services, activities and programs.

EQUAL OPPORTUNITY

Equal opportunity requires that all University-related programs, activities and applicable employment decisions be made available to all qualified individuals on a nondiscriminatory basis. Such programs, activities and applicable employment decisions may not be denied to anyone solely on the basis of a protected class or any other category protected by federal or state civil rights law.

RETALIATION

Retaliation can take many forms, including abuse or violence, threats and intimidation. Retaliation for complaints made under this policy or participation in any investigation either as a Complainant, Respondent or witness is prohibited and should be reported to the Title IX Coordinator immediately.

AMERICANS WITH DISABILITIES

The Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973 prohibit discrimination or exclusion of a qualified individual with disability. The OCRCTIX ensures that University programs, policies and procedures are in compliance with ADA regulations and that processes are in place to provide equitable resolution of complaints related to ADA compliance.

Did you know?

Individuals who submit a complaint to the Office for Civil Rights Compliance and Title IX are entitled to receive supportive measures, regardless of whether they choose to initiate a formal investigation.

TITLE IX COMPLAINT AND INVESTIGATIVE PROCESS

Any student, faculty or staff member who believes that they may have experienced sexual harassment or retaliation can file a complaint with the OCRCTIX.

An OCRCTIX coordinator will then reach out to the Complainant for an intake session to provide support and resources in addition to informing the Complainant of rights and options to pursue a formal investigation or an informal resolution. Supportive measures can also be put in place to provide accommodations and maintain safety during the process.

If a formal investigation is chosen, the Complainant will then meet with an investigator to make a formal statement. The investigator will then interview the Respondent (accused party) and any witnesses of the parties, collect any relevant documentation submitted and draft an investigative report. The investigative report and evidence collected are then forwarded to the parties for their review and response prior to the report becoming final. A live hearing will be held where a hearing officer can ask questions of the parties and witnesses. The Complainant's advisor can ask questions of the Respondent and any witnesses and the Respondent's advisor can ask questions of the Complainant.

After the hearing, the hearing officer will then make a policy violation determination and both parties will have 10 business days to appeal the decision on a specific basis.

HOW TO FILE A COMPLAINT

Online | **memphis.edu/ocrctix/complaint**
In-Person | 156 Administration Building
Monday–Friday | 8 AM–4:30 PM
Phone | 901.678.2713