

Quick Reference Guide for Personnel and Student Concerns-WSU Pullman Campus

The table below is intended to assist with identifying the primary office responsible by concern and student or employee type. Issues in any case or situation will affect the determination as to which office will have final responsibility and will be made on a case-by-case basis. The offices identified coordinate and collaborate on cases as appropriate.

The Attorney General's Office (AGO) and/or Ombudsman's Office are available to provide referral, advice and/or consultation on any of these matters as needed.

| | Administrative Professional | Civil Service | Faculty | Graduate Student | Undergraduate Student |
|---|---|---|--|---|--|
| Discrimination, Discriminatory Harassment and Sexual Harassment | <ul style="list-style-type: none"> Office for Equal Opportunity Human Resource Services | <ul style="list-style-type: none"> Office for Equal Opportunity Human Resource Services | <ul style="list-style-type: none"> Office for Equal Opportunity Human Resource Services Office of the Provost | <ul style="list-style-type: none"> Office for Equal Opportunity Graduate School Student Standards Dean of Students Counseling and Testing Services* | <ul style="list-style-type: none"> Office for Equal Opportunity Student Standards Dean of Students Counseling and Testing Services* |
| Sexual Misconduct | <ul style="list-style-type: none"> Office for Equal Opportunity Human Resource Services WSU Police | <ul style="list-style-type: none"> Office for Equal Opportunity Human Resource Services WSU Police | <ul style="list-style-type: none"> Office for Equal Opportunity Human Resource Services WSU Police | <ul style="list-style-type: none"> Office for Equal Opportunity Graduate School Student Standards Counseling and Testing Services Dean of Students WSU Police | <ul style="list-style-type: none"> Office for Equal Opportunity Student Standards Counseling and Testing Services Dean of Students WSU Police |
| Workplace Violence | <ul style="list-style-type: none"> Human Resource Services WSU Police | <ul style="list-style-type: none"> Human Resource Services WSU Police | <ul style="list-style-type: none"> Human Resource Services WSU Police | <ul style="list-style-type: none"> Graduate School Student Standards Dean of Students WSU Police | <ul style="list-style-type: none"> Student Standards Dean of Students WSU Police |
| Violence in Classrooms and other Educational Environments | <ul style="list-style-type: none"> Human Resource Services WSU Police | <ul style="list-style-type: none"> Human Resource Services WSU Police | <ul style="list-style-type: none"> Human Resource Services WSU Police | <ul style="list-style-type: none"> Graduate School Dean or Director Student Standards Dean of Students WSU Police | <ul style="list-style-type: none"> Student Standards Dean or Director Dean of Students WSU Police |

* If needed

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|--|---|---|---|--|---|
| Violation of Consensual Relationships Policy | <ul style="list-style-type: none"> Human Resource Services Dean or Director | <ul style="list-style-type: none"> Human Resource Services Dean or Director | <ul style="list-style-type: none"> Human Resource Services Dean or Director | <ul style="list-style-type: none"> Graduate School Dean or Director Dean of Students | <ul style="list-style-type: none"> Dean or Director Dean of Students |
| Misuse or Misappropriation of WSU Property | <ul style="list-style-type: none"> University Internal Auditor Human Resource Services WSU Police* | <ul style="list-style-type: none"> University Internal Auditor Human Resource Services WSU Police* | <ul style="list-style-type: none"> University Internal Auditor Human Resource Services WSU Police* | <ul style="list-style-type: none"> Dean or Director Student Standards WSU Police* | <ul style="list-style-type: none"> Dean or Director Student Standards WSU Police* |
| Allegations of Access or Disability Accommodation Violations | <ul style="list-style-type: none"> Office for Equal Opportunity Human Resource Services | <ul style="list-style-type: none"> Office for Equal Opportunity Human Resource Services | <ul style="list-style-type: none"> Office for Equal Opportunity Human Resource Services | <ul style="list-style-type: none"> Office for Equal Opportunity Graduate School Dean of Students | <ul style="list-style-type: none"> Office for Equal Opportunity Dean of Students |
| Allegations of Use of a Controlled Substance on WSU Property | <ul style="list-style-type: none"> Human Resource Services WSU Police | <ul style="list-style-type: none"> Human Resource Services WSU Police | <ul style="list-style-type: none"> Human Resource Services WSU Police | <ul style="list-style-type: none"> Graduate School Student Standards Dean of Students Counseling and Testing Services* WSU Police | <ul style="list-style-type: none"> Dean of Students Student Standards Counseling and Testing Services* WSU Police |
| Other Potential Criminal Conduct on WSU Pullman Campus | <ul style="list-style-type: none"> Human Resource Services WSU Police | <ul style="list-style-type: none"> Human Resource Services WSU Police | <ul style="list-style-type: none"> Human Resource Services WSU Police | <ul style="list-style-type: none"> Graduate School Dean of Students Student Standards WSU Police | <ul style="list-style-type: none"> Dean of Students Student Standards WSU Police |
| Potential Criminal Conduct Outside of WSU Pullman Campus | <ul style="list-style-type: none"> Human Resource Services Local Police Relevant Supervisors | <ul style="list-style-type: none"> Human Resource Services Local Police Relevant Supervisors | <ul style="list-style-type: none"> Human Resource Services Local Police Relevant Supervisors | <ul style="list-style-type: none"> Graduate School Dean of Students Student Standards Local Police | <ul style="list-style-type: none"> Student Standards Dean of Students Local Police |
| Mental Health or Emotional Health Concerns | <ul style="list-style-type: none"> Employee Assistance Program | <ul style="list-style-type: none"> Employee Assistance Program | <ul style="list-style-type: none"> Employee Assistance Program | <ul style="list-style-type: none"> Counseling and Testing Services | <ul style="list-style-type: none"> Counseling and Testing Services |

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| Workers' Compensation | <ul style="list-style-type: none"> Human Resource Services | <ul style="list-style-type: none"> Human Resource Services | <ul style="list-style-type: none"> Human Resource Services | <ul style="list-style-type: none"> Human Resource Services | <ul style="list-style-type: none"> Human Resource Services |
| Reasonable Accommodation due to Medical Condition | <ul style="list-style-type: none"> Human Resource Services ADA Coordinator | <ul style="list-style-type: none"> Human Resource Services ADA Coordinator | <ul style="list-style-type: none"> Human Resource Services ADA Coordinator | <ul style="list-style-type: none"> Access Center ADA Coordinator | <ul style="list-style-type: none"> Access Center ADA Coordinator |
| Leave due to a Medical Condition | <ul style="list-style-type: none"> Human Resource Services | <ul style="list-style-type: none"> Human Resource Services | <ul style="list-style-type: none"> Human Resource Services | <ul style="list-style-type: none"> Graduate School Dean of Students Counseling and Testing Services* Health & Wellness Services* | <ul style="list-style-type: none"> Dean of Students Counseling and Testing Services* Health & Wellness Services* |
| Request for Modified Duties (other than Reasonable Accommodation) | <ul style="list-style-type: none"> Human Resource Services | <ul style="list-style-type: none"> Human Resource Services | <ul style="list-style-type: none"> Human Resource Services Office of the Provost | <ul style="list-style-type: none"> Graduate School | |
| Benefits | <ul style="list-style-type: none"> Human Resource Services | <ul style="list-style-type: none"> Human Resource Services | <ul style="list-style-type: none"> Human Resource Services | <ul style="list-style-type: none"> Human Resource Services Graduate School | <ul style="list-style-type: none"> Human Resource Services |
| Concern/Issue Not Identified | <ul style="list-style-type: none"> Human Resource Services Office for Equal Opportunity Attorney General's Office | <ul style="list-style-type: none"> Human Resource Services Office for Equal Opportunity Attorney General's Office | <ul style="list-style-type: none"> Human Resource Services Office for Equal Opportunity Attorney General's Office | <ul style="list-style-type: none"> Human Resource Services Office for Equal Opportunity Attorney General's Office Dean of Students Graduate School | <ul style="list-style-type: none"> Human Resource Services Office for Equal Opportunity Attorney General's Office Dean of Students |

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