



Relationships with Students Procedure

Subject: Personnel

Effective Date: December 14, 2022

Review Date: 3 years from effective date

Responsible Party: Human Resources

100.00 Remedial Measures

Remedial measures are distinct from disciplinary actions. Remedial measures are the administrative steps taken to remedy a situation that has led to a complaint. The purpose of remedial measures is to:

- Prevent serious and immediate harm to the student;
- Prevent serious and immediate harm to the department;
- Restore appropriate relationships within affected areas and parties;
- Prevent retaliation against any party; and
- Provide appropriate training in preventing violations of this policy.

At any time during the inquiry or after a finding, the supervisor, in consultation with Human Resources and appropriate academic and administrative offices, may take remedial measures to ensure these purposes are achieved.

Remedial measures may include, but shall not be limited to:

- Altering a covered employee's work or academic environment;
- Providing training to individuals on preventing violations of this policy;
- Meeting with an employee to discuss changes of behavior;
- Changing advisors, mentors, supervisors, or evaluators;
- Arranging a course retake or withdrawal without penalty;
- Suspending an employee pending investigation;
- Assigning a monitor;
- Providing remedies to the department, e.g., changing processes or increasing oversight of departmental travel and assignments; and
- Delivering appropriate training to the department.

Remedial measures shall not be punitive to the student involved in the relationship.



200.00 Enforcement

Violations of this policy will be considered misconduct on the part of a covered employee, and the employee will be subject to discipline up to and including separation from the university. Any such discipline will follow applicable disciplinary policy and is subject to grievance or appeal procedure. See the applicable collective bargaining agreement.

Disciplinary actions may include, but are not limited to, written warnings, formal reprimands, loss of privileges, mandatory training or counseling, probation, suspension, demotion, and termination of employment. Loss of privileges may include denial of sabbatical, merit raises, retention offers, tenure, and promotion.

The disciplinary authority will consider multiple factors in determining the appropriate level of discipline, including but not limited to:

- the extent of the abuse of power;
- demonstrated detriment to a student, the department, or others;
- the context of the relationship regardless of when it began;
- the length of time before voluntary disclosure; and
- the employee's forthrightness and cooperation in the investigatory process.

The mere fact that an employee self-reports a violation of this policy does not excuse misconduct, though it may mitigate potential discipline. Relationships covered by this policy that are not self-disclosed will be considered more severe violations of this policy.