Investigation Processes by Claim Type
February 2024

Discrimination and Harassment on the Basis of a Protected Class– Claims against individuals

- The Office of Diversity and Equity handles preliminary review and investigation, as needed
- Reported incidents are tracked in the CUNY Discrimination Portal
- When a formal investigation is concluded, factual findings are provided to the College President who determines what, if any, action should be recommended
- The matter is then referred to the appropriate office (student affairs, labor relations, or academic affairs) for implementation of the president’s recommended action
- Allegations that do not fall within the office’s jurisdiction are referred to the appropriate office or administratively closed

Campus Disruption/Henderson Rules – Claims against individuals

- Student judicial affairs handles preliminary review and investigation, as needed
- Judicial affairs refers all matters that also reference concerns about anti-Semitism and/or Islamophobia to the Office of Diversity and Equity for review and investigation, as needed
- Investigation reports are provided to Vice President for Student Affairs who determines appropriate action based on the findings of the report. Actions could include:
  - An informal resolution of the matter
  - Commencement of formal disciplinary proceedings
- Allegations that do not fall within the office’s jurisdiction are referred to the appropriate office or administratively closed
**Discrimination and Harassment on the Basis of Protected Class– Claims against student organizations**

- The Office of Diversity and Equity handles preliminary review and investigation, as needed
- Reported incidents are tracked in the CUNY Discrimination Portal
- If the allegations also include a potential violation of Henderson Rules, those allegations are referred to Student Affairs
- Factual findings are reported to the President and Vice President for Student Affairs
- If action is required, the Vice President for Student Affairs recommends actions to the Student Government
- Student Government imposes sanctions, which are appealable to President
- The President’s decision is final

**Campus Disruption/Henderson Rules – Claims against student organizations**

- The Chief Student Affairs Officer will receive the complaint, notify the affected student organization, and investigate any complaint
- The Chief Student Affairs Officer will report the results of the investigation along with a recommendation for appropriate action to the complainant and the Student Government
- The student government shall impose sanctions it deems appropriate
- The action of Student Government is appealable to President whose decision is final