

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