

Policy Name: 3.06.02 Flow Chart Student Mistreatment

Reporting and Response Flowchart for Medical Student Mistreatment and Discrimination

You have experienced or witnessed student mistreatment or discrimination



First, attend to your immediate health and safety, and that of anyone who was affected.

- In an emergency, contact Emergency Services or 911
- For student support and services, go to the resource pages for the SOM



Next, please follow-up on the incident as suggested below



Matters involving possible sexual misconduct or any form of discrimination (e.g., public humiliation, verbal abuse, unwarranted exclusions from learning opportunities). Please report to:



The UT Tyler Title IX Coordinator handles all incidents involving possible sexual/sex/gender-based harassment and discrimination. Report form link:

https://cm.maxient.com/reportingform.php?UnivofTexasTyle&layout id=6

The UT Tyler Dean of Students handles all other incidents of discrimination. Report form link: https://cm.maxient.com/reportingform.php?UnivofTexasTyler&layout_id=13



You may also choose to reach out to the Vice Dean for Academic & Faculty Affairs or Associate Dean for Student Affairs to share or discuss the situation. The Title IX and Dean of Students offices will conduct all investigations into situations that are covered by their office. Situations that do not fall within their jurisdiction will be handled by the appropriate office. All faculty and administrators are mandated Title IX reporters.



Matters involving student mistreatment (<u>not</u> involving possible sexual misconduct or discrimination)



1. You are encouraged to discuss the incident directly with the individual or, as appropriate, with the person who oversees/supervises the individual (e.g., course director, clerkship director).



If after attempting step 1, you consider the matter to be unresolved, or if you feel uncomfortable attempting step 1...



- 2. Submit a student mistreatment form via the SOM form. Either the Vice Dean for Academic & Faculty Affairs or Associate Dean for Student Affairs will review the form and contact you if the form is not anonymous (anonymous reporting is allowed but may limit the effectiveness of the response).
- 3.If not urgent, end of course/clerkship/clinical evaluation is an appropriate reporting mechanism. This will trigger notification of the Vice Dean for Academic & Faculty Affairs or Associate Dean for Student Affairs.

RESPONSE TO REPORT OF STUDENT MISTREATMENT*

Once the Vice Dean for Academic & Faculty Affairs or Associate Dean for Student Affairs have received a report of student mistreatment, what can you expect?

Review and Consultation

The Vice Dean for Faculty and Academic Affairs or Associate Dean for Student Affairs ("Deans") will review details of the report have received a report of student mistreatment and contact the person who submitted the report ("reporter") if contact information is provided, to gather additional information; the Deans will discuss possible options and avenues, both formal and informal, to address the reported concern. The Deans will also explain applicable SOM policies and procedures.





Referral

The Deans may refer students or others reporting concerns to other offices or individuals for assistance and follow-up (for alleged sexual misconduct/discrimination, the Title IX coordinator; for other types of discrimination, the Dean of Students). For students who wish to challenge an academic assessment, (e.g., grade or comments), the Deans will direct them to the grade appeal and grade grievance processes. The Deans do not have the authority to modify an academic assessment.

Collaboration

If, after review and consultation, there appears to be a case of legitimate (non-sexual or discrimination) mistreatment or learning environment concern that the student was unable to resolve directly, the Deans will collaborate with relevant faculty, staff, and administration to attempt to resolve the concern. If the Deans are unable to resolve the mistreatment or learning environment issue collaboratively, the Learning Environment Committee will be consulted to recommend pathways for resolution.

*Instances of sexual misconduct/discrimination are investigated and handled by The University of Texas at Tyler Title IX office. Instances of discrimination are handled by The University of Texas at Tyler Dean of Students office.