Bias-Related Incident Reporting Process

Report Submitted through MyAU Portal → Immediate Automatic Notification to Recipients → Acknowledgement Email Sent to Reporter → Report Assigned to University Official

- **Faculty as Accused**: Assigned to Dean of Academic Affairs
- **Staff as Accused**: Assigned to Human Resources
- **Student as Accused**: Assigned to Dean of Students

Assignee Contacts Reporter within 48 Hours to Schedule Meeting →

Assignee Gathers Information and Discusses Next Steps with Reporter → Policy Violation?

- YES → Referred to Appropriate Disciplinary Process
- NO → Educational Conversation or Other Appropriate Intervention

- Notifies Campus Partners, as appropriate →
  - Public Safety
  - Title IX
  - Counseling Center
  - CDI

American University
Office of the Dean of Students
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