

# Responding to Discrimination

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**2023-24 ADVANCE Leadership Workshop Series in  
Conjunction with Opportunities in Leadership (OLP)  
December 7, 2023**

# Agenda

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10:00 – 10:10

Welcome and Introductions

10:10 – 11:20

Panel and Scenario Discussion

Panel remarks

Scenario reviews

Panel reflections on scenarios

11:20 – 11:50

Small Group with Panelists Breakouts

11:50 – 12:00

Wrap Up

12:00 – 12:30

Lunch



# Panelists

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- > **Barbara Benson**, Director, Records Management Services
  - > **Valery Richardson**, Title IX Coordinator
  - > **Alina McLaughlan**, Director of Civil Rights Investigation Office
  - > **Mike Townsend**, Secretary of the Faculty
  - > **Shelley Kostrinsky**, Assistant Vice Provost, Office of Academic Personnel
  - > **Kristin Perry**, Employment Team Leader, Office of the Attorney General of Washington
- \* **Chuck Sloane**, Ombud



# Barbara Benson

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**Director, Records Management Services**

# RCW 40.14 Preservation and Destruction of Public Records

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## Records Management Requirements

Employees are required to practice compliant records management

Any recorded information, regardless of format or where it resides, is a record

Retention is based on content and function, not format

Records must be **retained** according to the applicable Records Retention Schedule

Throughout their retention period, records must remain both accessible and readable

Once the retention period has ended, records must be disposed of appropriately



# Valery Richardson

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**Title IX Coordinator**

# What does the Title IX Office do?

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## Leadership & Coordination

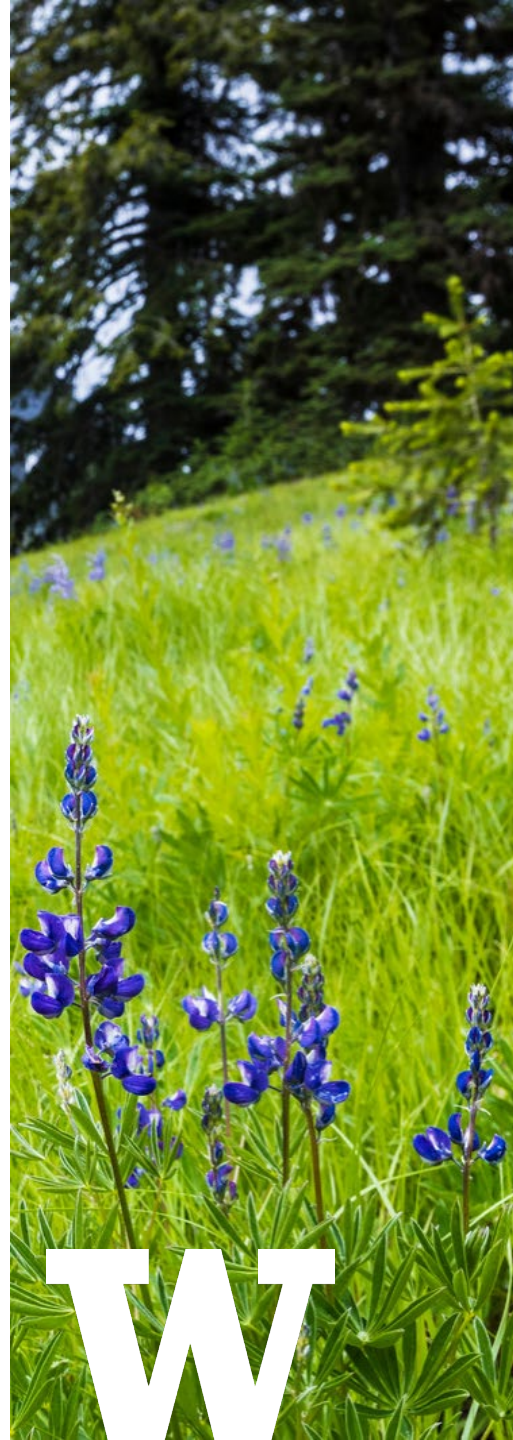
- UW's compliance with Title IX and related laws
- Strategic priorities to advance gender equity and inclusion
- Education & prevention initiatives, including the Husky Prevention & Response courses

## Oversight & Monitoring

- Complaint and resolution processes involving Title IX-related conduct
- Patterns or systemic issues related to Title IX prohibited conduct

## Support & Service

- Provide information and support resources; explain formal and informal options for addressing Title IX-related conduct
- Facilitate supportive measures
- Assist chairs, directors, deans, supervisors, and others in addressing Title-IX related concerns



# Alina McLaughlan

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**Director of Civil Rights Investigation Office**



# Civil Rights Investigation Office

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- > Investigates allegations into certain types of misconduct by employees, including faculty, and students
- > Neutral, independent, and objective investigations when employees may have violated the policy related to discrimination, harassment, and/or retaliation, the policy related to sexual violence, and/or the policy governing romantic relationships between employees and students
- > The Investigations Office is not aligned with complainant, subject, or University business unit/school
- > Not confidential, not attorney-client privileged, subject to disclosure under the PRA, and information shared on business need-to-know basis



# Mike Townsend

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**Secretary of the Faculty**



## Secretary of the Faculty

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- > Under the Faculty Code, the Secretary of the Faculty is a voting member of the faculty at the rank of associate professor or professor. The term of service is normally five years.
- > Under the Code, the Secretary is elected by a majority vote of the Senate Executive Committee and confirmed by a majority vote of the Senate.
- > The Code charges the Secretary with duties both clerical (e.g., taking various minutes, moving documents among various relevant actors) and administrative (e.g., dealing with faculty council assignments, ruling on extension requests in adjudications, sitting on various committees).
- > The Secretary's Office also has served as an informal information and advisory resource for faculty and administrators on rights and responsibilities under various UW policies and rules, particularly the Faculty Code. There is no formal recognition of this role and its practice depends on how a particular Secretary views, and is perceived in, their role.



# Shelley Kostrinsky

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**Assistant Vice Provost, Office of Academic Personnel**

# Office of Academic Personnel (OAP)

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The Office of Academic Personnel (OAP) serves as an institutional expert, engaged partner, and reliable resource in the areas of academic personnel policy; faculty development and career growth; and academic human resources administration including recruitment, employee relations, compensation, non-medical leaves and sabbaticals, visa sponsorship and international scholar services, compliance, data and reporting, and management of related technology tools and IT services.

## Support regarding discrimination matters:

- Consult with chairs/deans/chancellors when an issue comes to their attention that may include an allegation of discrimination
- Provide information regarding possible next steps that may be taken
- Determine whether the AGO should be consulted and then act as the liaison for same
- Assist with written communication that may be required
- Help to prepare chairs/deans/chancellors for meetings with subject faculty member
- Debrief after any meetings with subject faculty member

## Oversight:

- > If matter does not resolve and proceeds to the next level, continue to provide advice regarding further action, which may include referral to CRIO or Special Investigating Committee (SIC)



# Kristin Perry

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**Employment Team Leader, Office of the Attorney General  
of Washington**

# The University of Washington Division of the Attorney General's Office



**State Statute:** “The attorney general of the state shall be the legal advisor to the presidents and the boards of regents and trustees of the institutions of higher education and he or she shall institute and prosecute or defend all suits in behalf of the same.” RCW 28B.10.510.

- When special circumstances warrant it, the AG may appoint a special assistant attorney general to perform special legal assignments on behalf of the University under the supervision of the division.

**The Division:** 20 attorneys, 3 paralegals, 6 additional staff

- Division Chief, David Kerwin
- Teams: General Practice, Healthcare, Employment & Labor
  - Broad Spectrum of Advice: Employment law, labor relations, student affairs, real estate, business law, intercollegiate athletics, public finance, bonds, intellectual property, tax, benefits, constitutional law, gifts and trusts, healthcare law, public records.

**Discrimination Allegations:** Race, Color, Creed, Religion, National Origin, Citizenship, Sex, Pregnancy, Age, Marital Status, Sexual Orientation, Gender Identity or Expression, Disability, Veteran Status.

**Pathway to UW Division:** Legal matters, consultations, and communications should be directed to the office through President or vice presidents of the University, or in accordance with authorized procedures.

- Executive Office
- Office of Academic Personnel
- SOM Dean’s Office
- Campus Human Resources
- Medical Centers (HR, UW Medicine Compliance, Graduate Medical Education, Medical Directors)

\*\*Labor Relations

\*\*Civil Rights Investigation Office/Title IX

\*\*Claims Services

\*\*Safe Campus