The Human Relations Fact-Finding Board

The purpose of the Human Relations Fact Finding Board is to investigate complaints filed in accordance with Shippensburg University’s policies against discrimination based on race, color, religion, sex, national origin, disability, age, veteran status, sexual orientation or gender identity in compliance with, without limitation, Title VI and Title VII of the Civil Rights Act and, Title IX of the Education Amendments, the Rehabilitation Act of 1973, the Americans with Disabilities Act, and the Pennsylvania Human Relations Act. In the event that both parties are University students, the matter will be referred to the Dean of Students Office.

As a member of the Human Relations Fact Finding Board, you are required to:

• Read and acknowledge receipt of the Anti-Discrimination policy
• Complete the online training regarding discrimination Preventing Discrimination and Harassment & Preventing Sexual Misconduct (Title IX)
• Complete the online Conducting an Investigation training (available from HR)

If after completing the above training you have questions regarding the fact finding process, please contact the Executive Director of Social Equity at Ext. 1161 or the Associate Vice President for Administration & Finance/Director of Human Resources at ext. 1124. You may not serve as a fact finder until you have completed the requirements listed above.

Upon completion of the above requirements, please sign and date below:

Anti-Discrimination policy:  ________________________________  __________________
                          Signature                                          Date

Online discrimination training: ________________________________  __________________
                          Signature                                          Date

Investigation training:  ________________________________  __________________
                          Signature                                          Date

Original to Human Resources Old Main 109
CC: Social Equity Office