

EMPLOYEE/STUDENT-WORKER REPORT FORM

TAMUS Regulation, Civil Rights Compliance, 08.01.01 states that all employees (including student workers) are responsible for ensuring their work and educational environments are free from discrimination. When alleged or suspected sex-based and civil rights (race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, gender identity, or any other classification protected by federal, state, or local law) is experienced by, observed by, or made known to an employee in the course and scope of their employment, the employee is responsible for promptly reporting that information to the campus Civil Rights Officer, Equal Opportunity Officer/Title IX Coordinator or Deputy Title IX Coordinator as outlined in the form below.

Questions regarding this form should be directed to Samuel Ramirez, Civil Rights Officer, Equal Opportunity Officer/Title IX Coordinator, at Samuel.ramirez@tamucc.edu 361-825-2765 or Dr. Rosie Ruiz, Deputy Title IX Coordinator, Rosie.Ruiz@tamucc.edu, 361-825-5826

MANDATORY REPORTER INFORMATION

Date of Report: _____

Name/Title/Role: _____

Undergraduate/Graduate Student Employee Faculty Staff Other _____

Email/Phone/Cell number: _____

REPORT/INCIDENT INFORMATION

Incident Date(s)/time: _____

Protected Characteristic(s) Basis for Report:

- Sex/Gender
- Gender Identity
- Gender Expression
- Sexual/Affectional Orientation
- Pregnancy/Parenting Status

Has this information been reported to a federal or state agency? Yes No Unsure

Agency if applicable or known: _____

- Discrimination
- Harassment
- Violence
- Stalking
- Retaliation
- Other _____

Has this information been reported to law enforcement? Yes No Unsure

Agency/Date reported: _____

INVOLVED PARTIES

Respondent: _____

Affiliation: Student Faculty Staff Alumni Guest Other _____

Complainant: _____

Affiliation: Student Faculty Staff Alumni Guest Other _____

Phone Number: _____

